

RUTLAND COUNTY SOLID WASTE DISTRICT
MINUTES
SPECIAL MEETING OF THE BOARD OF SUPERVISORS
May 5, 2022 at 6:30pm

Web Conference Link posted on the District website, www.rcswd.com,
and the District Facebook page for public attendance.

MEMBERS PRESENT:

Brandon	Gabe McGuigan	Pittsfield	Ann Kuendig
Castleton	Tim Gilbert*	Pittsford	Nancy Gaudreau
Clarendon	David Potter	Pittsford	(Alt.) Bill Drummond
Danby	Ken Abbott	Poultney	Paul Donaldson
Hubbardton		Proctor	Carrie Covey*
Ira	Larry Taggart*	Rutland City	Bill Gillam*
Killington		Rutland City	
Mendon	Susannah Loffredo*	Wallingford	William Weiss
Mount Holly	Clint Woolley	Wells	
Mount Holly (Alt.)		West Rutland	Chet Brown
Mount Tabor			

* = E-Board Members

OTHERS PRESENT:

Mark Shea , RCSWD Manager	Gregory Giles , RCSWD Treasurer
Brian Sales , RCSWD Outreach Coordinator	

1. **CALL BOARD MEETING TO ORDER**
Mr. Taggart called the Video/Phone conference call meeting to order at 6:39pm.

2. **APPROVAL OF BOARD MINUTES OF April 6, 2022**
Ms. Loffredo noted that she did not attend the April 6th meeting, so she should be removed from the attendance list. With that change implemented, **Ms. Loffredo moved to approve the April 6, 2022 minutes and Ms. Kundig provided a second to the motion. All voted in favor. The motion passed unanimously.**

3. TRANSFER STATION TOUR

Due to forecasted inclement weather, the meeting was moved to web-conference / call-in and not held at the transfer station

4. 2022 MEETING SCHEDULE

Mr. Shea noted that the Executive Board approved maintaining the schedule of the first Wednesday of each month for the proposed 2022 Board of Supervisors meetings. The meetings will be held at the RCSWD offices at 1 Smith Road. Ms. Kundig asked if remote attendance will still be available. Mr. Taggart affirmed that the meetings will still be open for remote attendance. **Mr. Gilbert moved to approve the 2022 meeting schedule, Ms. Kundig provided the second and the motion passed unanimously.**

5. CITY OF RUTLAND STUMP DUMP CERTIFICATION APPLICATIONS

Mr. Shea briefly reviewed details of the Rutland City's stump dump recertification to the full Board. Mr. Taggart noted that the Executive Board approved Mr. Shea to update and submit the certification letter. **Mr. Brown moved to approve filing the updated certification. Ms. Loffredo provided the second. Mr. Gillam abstained from voting to prevent any conflict of interest as the Board's representative from Rutland City. All other members voted affirmatively, and the motion passed.**

6. MONTHLY FINANCIALS

Mr. Shea presented the unaudited financial statements as of January 31, 2022. Income for the month was \$145,036 with expenses totaling \$159,752 – resulting in \$14,716 in expenses over revenue. Mr. Shea noted that the 2022 budgeted capital expenditures are now being expensed evenly each month over the course of the year, so variance to prior year results are expected. Mr. Shea noted that Accounts Receivable are down, partially as a result of more aggressive follow-up and enforcement for past-due balances. He notes that anyone who is over 90 days is cut off from using the transfer station. Mr. Shea noted that the bulk of the receivable balances are still from the same haulers with recurring issues and legal action is in process to collect what is owed.

7. MANAGER'S REPORT

Mr. Shea presented the list of completed Supervisor Appointment Forms he has received for 2022 and requested any members who have not yet submitted their form to please do so at their earliest convenience. Mr. Shea noted that the 2021 Annual Report Book has been published and provided a link to the report on the District's website.

Mr. Shea noted that the 2022 Rutland Loyalty Day Parade, honoring past and present service members, was held on Sunday May 1st. Mr. Sales participated in the parade with the new box truck wrapped in RCSWD branding and American flag. Pictures from the event were posted to the social media accounts. Mr. Shea discussed other upcoming opportunities to engage with the public and be more involved in the communities we serve.

Discussion followed regarding our participation in the Real Rutland Feud event at the Paramount Theater in Rutland. The District was represented by Mr. Shea, Ms. Covey, Mr. McGuigan, Mr. Giles, and Mr. Sales. The event was a great success and the RCSWD team placed 2nd overall.

Mr. Shea presented a Casella price forecast table in the meeting materials, noting that there will be a relatively large increase as of July 1, 2022. The increase is due to inflation in the cost of hauling materials for the District.

Discussion continued regarding the handling of mattress disposal at the transfer station. Various ideas were considered in regard to cost / benefit and collecting data for the Board to make an informed decision. The end goal is to capture lost revenue from collections of mattresses, bulky goods, tires, white goods, electronics, etc., as they reduce cost efficiency in end-disposal.

Mr. Shea noted that four staff members received training and a 3-year certification as forklift operators. He discussed the need for other trainings such as CPR per OSHA requirements. Mr. Shea discussed the condition of the forklift being beyond reasonable repair and provided an example of what is available currently to replace it. He will continue to shop around for options. Mr. Gilbert suggested researching the possibility of leasing a forklift. Mr. Woolley noted he spoke with another company will send Mr. Shea additional information on costs.

Mr. Taggart asked if we are fully staffed at this time. Mr. Shea said we are still down at least one full-time and one part-time transfer station position, but the other open spots had been, or are in the process of being filled. Notably, the current scale master is transitioning to fill the HHW depot position, but that it requires a 40-hour training which will occur in June.

8. PUBLIC COMMENT

No members of the public were present.

9. EXECUTIVE SESSION FOR PERSONNEL/CONTRACT

Mr. Taggart moved to enter executive session for discussion of Personnel, Mr. Gillam provided the second. The motion passed unanimously, and the Board entered executive session with the District Manager.

E-Board came out of Executive Session.

Mr. Taggart moves to approve amending the District Managers Contract (4 items), Ms. Loffredo provided the second. The motion passed unanimously.

10. ADJOURN

Ms. Covey moved to adjourn. Mr. Woolley provided the second. All voted in favor. The motion passed. The meeting adjourned at 7:40 pm.

Respectfully submitted,
Gregory A. Giles