

MINUTES
SPECIAL MEETING OF
THE E-BOARD
February 2, 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:

Ira
West Rutland
Brandon
Clarendon
Castleton

Larry Taggart*
Chet Brown
Gabe McGuigan
David Potter
Tim Gilbert*

Mt. Holly
Mendon
Pittsford
Pittsford

Clint Woolley
Susannah Loffredo*
Nancy Gaudreau
Bill Drummond

OTHERS PRESENT:

Mark Shea, RCSWD Manager
Gregory Giles, RCSWD Treasurer

Daniel Hofman, RCSWD Program Manager

1. CALL BOARD MEETING TO ORDER

Mr. Taggart called the video/phone conference call meeting to order at 6:52pm.

2. APPROVAL OF BOARD MINUTES OF SEPTEMBER 1, 2021, OCTOBER 6, 2021,
NOVEMBER 24, 2021, AND DECEMBER 27, 2021

Mr. Brown made a motion to approve the Sept. 1, 2021, Oct. 6, 2021, Nov. 24, 2021, and Dec. 27, 2021 minutes. Ms. Loffredo provided a second to the motion. All voted in favor. The motion passed unanimously.

3. REVIEW AND UPDATE RCSWD ORDINANCES

Mr. Taggart stated that updates to the ordinance is something that the E-Board will have to review and discuss before the next meeting.

4. USDA RURAL DEVELOPMENT GRANT OPPORTUNITY

Mr. Shea presented a memo which outlined a plan to purchase a new CAT excavator.

Mr. Shea asked for approval to move forward with the grant application. He stated that the current excavator that RCSWD owns has ceased functioning. He stated that he would like approval to move forward with a grant application through USDA Rural Development Community Facilities to purchase a new CAT 313 GC excavator for \$221,683. He stated that the grant will pay 35%, the RCSWD Capital Plan for Calendar Year 2022 would pay \$50,000, and the RCSWD Capital Plan for 2023 would pay \$94,000. The purchase would be made in Calendar Year 2023.

There was a brief discussion regarding timeline of funding from the Capital Plan. Mr. Shea stated that \$50,000 would be saved in the Capital Fund this year.

Mr. Woolley stated that he saw a CAT excavator for \$135,000. Mr. Hofman responded that he looked at mini-CAT excavators, which costed approximately this amount and wheeled excavators that were far more expensive. However, a mini- excavator would not be sufficient for what RCSWD needs. Mr. Woolley asked if the excavator would have a camera and Mr. Shea acknowledged that it would.

Mr. Taggart stated that approval to move forward with the grant was given at the last meeting and reiterated that RCSWD shall move forward the USDA grant for the excavator.

5. FUEL CREDIT CARD FOR TRANSFER STATION VEHICLES

Mr. Shea explained that a new gas card was needed because the gas station at Howes Center that was used to fuel the RCSWD vehicles has been out-of-service and the RCSWD have been using their own funds for gas and getting reimbursed by the District. Mr. Taggart asked that there be a log, or a tracking mechanism for purchases. Mr. Shea agreed.

Mr. Taggart made a motion to approve obtaining a fuel credit card for transfer station vehicles. Ms. Loffredo seconded the motion. All voted in favor. The motion passed unanimously.

6. MONTHLY FINANCIALS

For Calendar Year 2021, Mr. Shea stated that revenues exceeded expenses \$298,856, the District went underbudget by \$148,202, assets went up \$117,068, liabilities went down \$81,787, and capital is up \$217,068. Mr. Shea and Mr. Taggart stated that they are waiting for the audit to complete to verify these figures.

Mr. Taggart asked if Mr. Shea stated he was looking to give back money to the towns. Mr. Shea stated no, he is not. Mr. Shea explained towns do not give us any funds. The revenue is not a tax we receive from towns, or their residents, or their business, as does a Solid Waste Alliance dose. We received it from fees based on customers use. To give it back would imply that it was given to us, and it was not. Mr. Shea explained that if the District receives the USDA outreach grant, the District would, in essence, be giving back directly to the towns.

Mr. Gilbert stated that if there is a surplus, it is not the District's job to figure out how to spend it. He continued that the surplus should go back to the towns to offset the tax rates because there should not be surplus to begin with. Mr. Gilbert stated that once the Audit is complete, he would like the \$298,000 to be set aside from the General Fund so the Board can decide what to do with it.

Mr. Potter stated that a few minutes ago, there was discussion about the need for an excavator. Mr. Potter asked how desperate is the need for the excavator and could the fund balance be used for the excavator purchase and/or matching funds for the USDA Community Facilities Grant. Mr. Shea stated that when he first started his tenure in this position, the prior Program Manager of 25 years, Dean Wilson, strongly recommended that the excavator be the highest priority equipment needed in the Capital Improvement Budget. In 2019 The Board voted to set aside approx. \$120,000 to purchase an excavator. However, the funds were reallocated for the stormwater project at the MRF. At the time the excavator appeared to be working O.K. for what it currently does. And the priority was the stormwater project. The new situation is that the excavation is not working.

Mr. Taggart stated that it was still to be determined how much revenues over expenses would actually be and that this figure was contingent on a completed audit, which is still in progress. Mr. Giles gave an example of last years' financials: where there was over \$100,000 increase to the fund balance, however, the auditor later corrected the VT DEC violation allocation to place it as a liability, which worked against the fund balance. Mr. Giles stated that an excess fund balance should go back into infrastructure for the District as opposed to distributing cash to the towns.

Mr. Gilbert continued that if there is a need to spend money on infrastructure, it should be planed so it is in the budget process; The budget is where we should come up with equipment replacement and stormwater mitigation.

7. MANAGER'S REPORT

Mr. Shea stated that he is working to ensure all haulers have their appropriate documentation into RCSWD to comply with hauler regulations.

Mr. Shea discuss some maintenance being done to the scale.

Mr. Shea stated the new box truck has arrived. He explained that the District would get the truck undercoated and installed with a graphic. There was a brief discussion regarding undercoating.

Mr. Shea stated there was a fire at the hazardous waste depot. He stated that no one got hurt and the State came to the facility. He stated that he has submitted all the appropriate paperwork and has recharged the suppression system. Mr. Shea stated that the depot is now back up and running. Ms. Covey asked what was the cause of the fire. Mr. Shea stated rags coated with a black tar-like substance was found and put into a container a while ago, which somehow had a hole in it and caused a spontaneous combustion fire.

Mr. Shea explained that progress is being made on social media and that engagement has increased.

8. PUBLIC COMMENT

No members of the public were present.

9. EXECUTIVE SESSION

No executive session

10. ADJOURN

Mr. Gilbert moved to adjourn. Ms. Taggart provided the second. All voted in favor. The motion passed. The meeting adjourned at 8:15 pm.

Respectfully submitted,
Mark Shea

DRAFT