

MINUTES  
THE BOARD OF SUPERVISORS  
RUTLAND COUNTY SOLID WASTE DISTRICT  
BUSINESS MEETING  
DECEMBER 14, 2016

MEMBERS PRESENT:

Rutland City	Robert Barrett, Pat Manduni	Proctor	John Jozwiak	
Brandon	Gabe McGuigan	Mount Holly		
Ira	Larry Taggart	Wallingford		
Castleton	Tim Gilbert	Danby	Pittsford	Baird Morgan
Clarendon			Killington	
Hubbardton		Poultney	Wells	
West Rutland	Sean Barrows		Mendon	Susannah Loffredo

OTHERS PRESENT:

James O’Gorman, District Manager                      Joyce Segale, RCSWD                      Deane Wilson, RCSWD  
Acting chairman Mr. Taggart called meeting to order at 6:30 P.M. with quorum present

1. SET AGENDA – No changes to agenda. Motion by Mr. Barrett with second by Mr. Jozwiak to approve agenda. Motion passed unanimously. Mr. O’Gorman introduced new Pittsford and Rutland City board representatives.

2. APPROVAL OF MINUTES OF NOVEMBER 2, 2016

Motion by Mr. Jozwiak with second by Mr. Barrows to accept November 2, 2016 minutes. Motion passed unanimously.

3. FINANCIAL STATEMENTS OF OCTOBER 2016

Mr. O’Gorman read manager’s report. Year- to- date trash tonnage is down about 400 tons from last year at same time. Most commodity prices have gone up in October and November. Clean Harbors did HHW clean out in October for a cost of \$12,200. The final 2016 clean out was in November. Metal revenue year- to- date is less than budgeted –the final 2016 metal clean out will be next week. Revenue for previous metal clean out was more than \$7,000. Price is based on New England market. Mr. Jozwiak asked if the district will put metal contract out to bid. Mr. O’Gorman stated next spring this will go out to bid – there was only one bid with previous request for bids. Discussion followed about metal pile. Mr. McGuigan asked Mr. O’Gorman to determine what interest there might be for this service. Motion by Mr. Barrett to accept October 2016 financial statements with second by Mr. Jozwiak. Motion passed unanimously.

FOR  
EDIT/REVIEW

4. OPEN TO THE PUBLIC – Craig Jewitt from Otter Creek Engineering in attendance.

5. OLD BUSINESS

A. Scales at Gleason Road - Update

Craig Jewitt from Otter Creek Engineering spoke and presented preliminary blueprint of project. He said 60 – 70% of scale is designed – shed construction and electrical is still being worked on. He stated that ground test revealed no trash. He wants to replace about four feet of material with stone due to frost which would add to cost - this is more of a ground water issue. Mr. O’Gorman asked if this included the ramp area and Mr. Jewitt said yes. He is still investigating whether a stormwater permit is needed. Plan shows three lanes of traffic and calming sections to help traffic flow. Radius improvement will be done and 2 culverts will need to be extended. It will be tight fit with size of new scale. He discussed slopes and stated there will be no change in grade for trash trailers. There has to be a new electrical pole installed and cable line has to be moved. Mr. Jozwiak asked about cost of underground electric. Mr. Jewitt will price this – he stated water is always a problem with underground electric. He is discussing foundation design with structural engineer and there may be savings there. Discussion followed about size of scalehouse, storage needs, access space for repairs and maintenance, upgrading security cameras and window and siding decisions. Mr. Jewitt stated he will finalize design and cost estimate in January with a recommendation that request for bids (RFB) go out in February to early March with hopefully an April to May start date. Downtime for electrical work probably would be 1 - 2 days. Discussion followed about bid process, lump sum jobs, change orders and liquidated damages. Mr. Jewitt stated “paid every 30 days” is most common. Mr. Jewitt will put together the bid packet- he will price out the various levels of service Otter Creek can provide during bidding/construction. M&W Soils is who they use for geo-technical engineering.

Mr. Jewitt stated the board needs to choose and authorize a signatory for issues related to the project. Mr. McGuigan suggested Mr. O’Gorman and Mr. Jewitt be first to generate list of items to be included in bid. RCSWD ordinance does not address guidelines for bids. Mr. Jewitt will get list to Mr. O’Gorman based on tonight’s discussion. He will present the board with a 90% complete plan in January and wants to put in permits by end of January with goal of getting bids in February 2017.

## B. Draft 2017 Budget

Mr. O’Gorman made the changes as requested from last meeting increasing the capital reserve fund back to \$50,000 from \$40,000 (admin budget line 49). The budget shows an increase of over 14% which resulted from budgeting the upgrades to Gleason Road scale (see line 33). In transfer station budget there is an income line item of \$225,000 for capital fund and the expenditure of the same amount.

Mr. Gilbert asked about starting wage rates and raises. Discussion followed about starting salaries and the basis for employee pay raises such as training and job performance. Mr. Taggart stated that work had been started on developing job profiles. Mr. Morgan suggested Mr. O’Gorman develop guidelines. Mr. Taggart stated the Executive Committee will continue working on this issue.

Motion by Mr. Jozwiak with second by Mr. Barrett to distribute 2017 proposed budget and advertise December 28, 2016 hearing in Rutland Herald with planned budget vote at the January 4, 2014 board meeting. Motion passed unanimously.

## C. Charter Change

Mr. O’Gorman spoke the Vermont League of Cities and Towns and received their suggestions for editing. He contacted VT. Attorney General’s office and Secretary of State’s office for comments which were forwarded to board members and to Jack Facey. Mr. Facey told Mr. O’Gorman the district would have to go to the legislature after towns’ approval. Date of adjournment of legislature is a concern with the timing of passing the articles.

Discussion followed about Article 1 and 2 and the consequences for achieving quorums for board meetings with both articles passed or with just one or the other passed. Ms. Loffredo stated she thought most people would not understand or vote for Article 1 and that Article 2 was more straightforward and it alone would be sufficient to improve quorum goals. Mr. Barrows and Mr. Gilbert agreed. Mr. Taggart stated Article 2 alone would not completely guarantee that a quorum would be every meeting. Motion by Mr. Gilbert with second by Ms. Manduni to move on Article 2 only on the ballot – motion passed with Mr. McGuigan voting no. Motion by Mr. Gilbert with second by Mr. Jozwiak to put Article 1 on ballot –the nays won and motion defeated. Article 2 alone will go to voters. Mr. O’ Gorman will write up an explanation for voters.

## 6. NEW BUSINESS

A. Mr. Jozwiak asked Mr. O’Gorman to talk about the holiday thank you party. It is for staff and board members and will be held at the main office on Friday, December 23, 2016 at 5 P.M. with food and refreshments served.

## 7. ADJOURN

At 8:46 P.M. motion by Mr. Barrett with second by Mr. Gilbert to adjourn the meeting. Motion passed unanimously.

The next scheduled meeting is January 4, 2017.

Respectfully submitted

Joyce Segale