

MINUTES  
THE BOARD OF SUPERVISORS  
RUTLAND COUNTY SOLID WASTE DISTRICT  
BUSINESS MEETING  
OCTOBER 5, 2016

(2)

MEMBERS PRESENT:

Rutland City	Robert Barrett, Gary Donahue		Proctor	John Jozwiak
Brandon	Gabe McGuigan		Mount Holly	
Ira	Larry Taggart		Wallingford	
Castleton	Tim Gilbert	Pittsford	Danby	
Clarendon	Robert Congdon			
		Killington		
Hubbardton	Mike Wetmore	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 6:33 P.M. with quorum present

1. SET AGENDA – No changes to agenda.

2. APPROVAL OF MINUTES OF JUNE 15, 2016

Motion by Mr. Congdon with second by Mr. Barrett to accept June 15, 2016 minutes. Motion passed unanimously.

3. FINANCIAL STATEMENTS OF APRIL, MAY, JUNE, JULY 2016

Mr. O’Gorman stated things were going well and there were no major items to report in financial statements through the month of July 2016. Motion by Mr. Gilbert to accept April through July 2016 financial statements with second by Mr. Barrett. Motion passed unanimously.

4. OPEN TO THE PUBLIC – No public in attendance.

5. OLD BUSINESS

A. Engineering Scales for Transfer Station

Mr. O’Gorman stated the engineer from Otter Creek Engineering spoke at September meeting and presented a cost of \$26,750 for all engineering work for Gleason Road scale project. Motion by Mr. Barrett with second by Mr. Congdon to accept Otter Creek Engineering bid of \$26,750 pending a discussion by full board since a quorum was not present at September meeting and there may be questions. Mr. O’Gorman gave brief description of location of scale, scalehouse and traffic pattern. \$26,750 cost also includes permitting (storm water permit needed) and determining how far down we gave to go. Mr. Barrows stated we would have to be ready to install the scale when the scale bids go out. He asked if site work was involved in MRF scale bids and Mr. O’Gorman stated yes. Discussion followed about type of scales (floating versus other types) and how much excavation would be needed. Mr. Jozwiak stated the district should get 2 bids for scale. In response to Mr. McGuigan. Mr. O’Gorman stated we have mostly been pleased with Fairbanks and the MRF scale project. Motion passed unanimously.

B. Paving MRF Scales

Mr. O’Gorman stated Wilk Paving is working up north and should be able to start MRF project in about two weeks. He has been trying to get electrician to work on MRF lights before paving – wiring needs to be extended about sixty feet across parking lot. Mr. Donahue asked if city lights were on and Mr. O’Gorman stated there were 3 city lights now operating.

C. ACT 148 Update intern reach out to business

The district hired a Green Mountain College student as an intern this past summer and he created a recycling video available on our web site and did business outreach for Act 148. Mr. Rosenthal from Poultney told Mr. O’Gorman that other students had expressed interest in internships.

D. Food Waste

Mr. O’Gorman got estimates from Casella Waste and TAM for food pick-up. TAM quoted \$90 per pull and \$6 per toter. Mr. O’Gorman estimated we would have about 5 toters. Casella Waste has a digester and TAM has its own compost facility. Casella quoted \$15 per 48 gallon toter but Mr. O’Gorman did not know if this included transportation costs. Mr. Barrows discussed how digester works with Casella and said the state has not reached out to anyone in the county to operate a food waste facility.

Mr. O’Gorman stated food waste starts July 1 and on November 15, 2016 representatives from the state will hold a public meeting with haulers at Brandon Town Hall to discuss. On October 17, 2016 the Agency of Natural Resources (ANR) will hold a meeting on E-waste for transfer station employees at the Rutland MRF from 2 to 4 p.m.

## 6. NEW BUSINESS

A. Mr. Gilbert made a motion that the Executive Committee can make decisions in the absence of a quorum if the chairperson determines so with second by Mr. Barrett. Discussion followed about RCSWD ordinance and rules for warning of meetings. Mr. O’Gorman stated our ordinance states that Executive Committee can conduct business. The agenda for every meeting would need to include Executive Committee. Discussion followed as to whether ratification by a quorum at a subsequent meeting would be required. At present the voting is based on a district’s town registered voter population. Mr. O’Gorman stated towns would have to vote to change this. Mr. Gilbert withdrew his motion. Mr. Taggart made motion to go to each town and ask them to approve giving each town one vote. Mr. Congdon made motion with second by Mr. Wetmore for Mr. O’Gorman to draft an article for district towns’ to change to one vote per town with a review of the article by the district’s attorney Jack Facey. Discussion followed about possible penalties to towns whose representatives do not attend meetings. Mr. Taggart withdrew his motion and Mr. Congdon withdrew his motion. The board agreed to have Attorney Facey review the voting situation and RCSWD ordinance and to discuss the matter at a later date.

## B. AUDIT

Auditor Mr. T.J. Sabotka passed out the draft of the FY 2015 audit and gave a general overview. He stated it was a clean audit and there were no reportable conditions. It includes a management letter by Mr. O’Gorman. There was a \$51,000 surplus for the year. There is a solid cash position with timely accounts payable and no old accounts receivable. There are no new footnote disclosures. Mr. Sabotka stated his firm has performed the audits for eight years.

Mr. Jozwiak asked if there usually is a surplus every year. Mr. Sabotka stated in recent years there has been a surplus of about \$25,000 to \$50,000 but it is not necessarily a cash surplus. FY 2015 ended with a cash position of about \$400,000. Mr. Jozwiak asked about largest increases. Mr. Sabotka stated that Exhibit D Statement of Revenues and Expenses shows actual annual surcharges were \$655,000 while budgeted surcharges were \$602,000 and a net income of \$127,000. Discussion followed about debt and Mr. Sabotka explained that accounts payable are short-term debt and long-term debt includes deferred revenue from the prepaid leases. Financials show total liabilities of \$477,500 and total assets of \$2,500,000 for equity equal to \$2,000,000. Mr. Sabotka stated the district’s FY 2015 balance sheet was healthy. Discussion followed about long-term planning for capital expenditures. Mr. Congdon noted the district did not incur any debt to pay for new MRF scale. It was agreed that the district was on the right track.

C. Mr. McGuigan asked about transfer station issues cited by ANR in past. Mr. O’Gorman stated E-waste and fluorescent bulbs handling were most common issues and the district explains state standards to towns to keep compliance with state rules.

## 7. ADJOURN

At 7:41 P.M. motion by Mr. Gilbert with second by Mr. Congdon to go into executive session for MRF lease and personnel issues. Motion passed unanimously.

At 7:55 p.m., Mr. Barrett made a motion to come out of executive session with motion seconded by Mr. Congdon. The motion passed unanimously. A motion was made by Mr. Barrett for RCSWD board to give Mr. O’Gorman permission to sign off on the extended MRF lease agreement with Casella Waste Management for an additional ten years through September 4, 2031. Motion was seconded by Mr. Gilbert. The motion passed unanimously.

At 7:56 p.m. a motion was made by Mr. Taggart to adjourn the meeting with a second by Mr. Gilbert. The motion passed unanimously. Meeting adjourned at 7:57 p.m.

The next scheduled meeting is November 2, 2016.

Respectfully submitted

Joyce Segale