



## Greater Upper Valley Solid Waste Management District

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### **BOARD OF SUPERVISORS MEETING**

**Wednesday, April 4, 2018**

**4:30 PM**

**Norwich Town Hall**

**Norwich, VT**

Board members present at the Norwich Town Hall:

Neil Fulton (Norwich), Steve Willbanks (Strafford), Lynn Bertram (Bridgewater), Mary Gavin (Sharon), Vern Clifford (Pomfret), Bob Stacey (Hartland) and Phil Swanson (Woodstock)

Staff present: Tom Kennedy and Ham Gillett

Guest: Ralph Meima, Green Lantern Solar

Neil Fulton asked if there were any additions to the agenda. No additional agenda items were offered. The agenda was adopted by consensus.

#### **1. Organizational Meeting**

Mary Gavin made a motion to nominate Neil Fulton, Steve Willbanks and Bob Stacey as Administrative Committee members - Neil F. as Chair, Steve W. as Vice Chair, and Bob S. as Clerk. The motion was seconded by Phil Swanson. Phil Swanson moved to close the nominations, Lynn Bertram seconded the motion, and nominations were closed.

The motion was approved.

#### **2. Minutes of January 10, 2018**

Phil Swanson made a motion to approve the minutes; the motion was seconded Mary Gavin. Motion was approved

#### **3. Receive the February 2018 Treasurer's Report**

Tom Kennedy reported that the District is 66% through the fiscal year with income at 76% and expenditures at 64%. Mr. Kennedy stated that there is nothing particularly noteworthy to report about the Profit and Loss. Income is on budget and Mr. Kennedy has no concerns. The only notable expense outlier is a Compost and Recycling Bin line item which is \$1435.20 over budget. Mr. Kennedy stated that the expense was offset by income from the sale of the bins. Referring to the Balance Sheet, Mr. Kennedy reported that the District's cash position is strong with cash at \$314,770.14. Receivables are at \$38,720.29 which is manageable. Mr. Kennedy stated that the District's financials are in good shape over all.

Phil Swanson made a motion to receive the Treasurer's Report; Mary Gavin seconded the motion. Motion carried.

#### **4. Discussion of FY 17 Audit**

Tom Kennedy discussed the FY 17 audit and stated that it was a clean audit with no findings. He went over the auditor's notes with the Board. The notes stated that District assets at the end of FY 17 were \$2,161,476.00 compared to FY 16 \$2,177,639. Long term liabilities were \$1,633,843; the interest paid in FY 17 was \$50,395.00. The other notes were related to the District using a portion of its fund balance (\$205,339.00) to pay down its bond debt and the District's receipt of \$160,000 from the sale of the house. Both of these activities were not in the adopted FY 17 budget and therefore were noted.

**5. Discussion of Solar Facility**

Tom Kennedy introduced Ralph Meima from Green Lantern Solar. Green Lantern is interested in determining the feasibility of developing a 500KW solar facility on GUV property. Mr. Meima stated that Green Lantern does many similar projects in Vermont and New York. He said that GUV would be paid an annual lease fee of \$9,000.00 to \$10,000.00 per year for 20 years with the possibility of (3) 5-year extensions. He also proposed paying the District a \$1000.00 fee for a one-year option. Mr. Meima also asked if the Board would sole source the project to Green Lantern. He said the RFP process is very expensive and Green Lantern would prefer not to have to go through a competitive process. The Board had concerns about a non-competitive process and directed Tom Kennedy to contact at least two other firms in the area and to have Tom speak to our attorney about entering into a long-term lease. Mr. Meima will provide Tom Kennedy with a lease that they have used with other clients.

**6. Update on Compost Facility**

Tom Kennedy said work has begun on the compost facility. Crown Point Excavation has completed logging in the area where the road is going to be constructed. The construction of the road and the pad will begin once weather conditions improve; all the snow has delayed construction. The plan currently is to begin composting operations in mid-May.

**7. Discussion of Forest Management Plan**

Tom Kennedy said he discussed developing a forest management plan for the District's property with Steve Kraft, the forester overseeing the compost facility logging. Vern Clifford made a motion to allow the Administrative Committee to contract with Steve Kraft for the development of a forest management plan. The motion was seconded by Lynn Bertram. Motion carried.

**8. Recycling Outreach Coordinator's Report**

Ham Gillett distributed the new 2018 GUV Guide and reviewed its contents. Ten Saturday collection events are scheduled from April through October, including four HHW events. The fourth event will take place in conjunction with the Central VT Solid Waste District in order to accommodate the "15 mile radius rule" for Vershire and W. Fairlee. 2018 Guides were distributed to all ten town meetings; remaining copies going to all town offices. There will be four free backyard composting workshops in four GUV towns in May/June. Batteries and fluorescent bulbs are now being collected at Norwich, Strafford, and Thetford recycling facilities. Batteries are also being collected at Vershire, West Fairlee, Sharon, and Hartland town offices.

**9. New Business**

Tom Kennedy suggested the May Board meeting begin with a site visit to the Compost Facility. The Board agreed. After the site visit, the Board meeting will be held at the Hartland Town Hall.

**10. Legislative Update**

Tom Kennedy reported that the S. 285-Solid Waste Bill passed the Senate and is now in the House. The bill will continue to delay the requirement that haulers must pickup organics if they offer a subscription service. The bill also requires that Fast Trash collections be treated more like transfer stations and be required to collect organics.

**11. Eco-AmeriCorps Volunteer**

Mr. Kennedy said the Regional Planning Commission has submitted an application for a volunteer to assist the two solid waste districts it manages with its organics and recycling programs.

Meeting adjourned at 5:30 PM  
Respectfully submitted,

Tom Kennedy