



Greater Upper Valley Solid Waste Management District

Bridgewater • Hartland • Norwich • Pomfret • Sharon • Strafford • Thetford • Vershire • West Fairlee • Woodstock

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[Final]

BOARD OF SUPERVISORS MEETING

April 8, 2020

4:30 PM

Norwich Town Hall

Norwich, VT

Board members present (all by phone): Steve Willbanks (Strafford), Mary Gavin (Sharon), Neil Fulton (Norwich), Vern Clifford (Pomfret), Bob Stacey (Hartland), Bill Kerbin (Woodstock)

Staff present: Tom Kennedy, Ham Gillett

1. Changes to the Agenda

Neil Fulton requested that “Amendments to the Lease” be added as Item C to Number 6.

Tom Kennedy asked that discussion of COVID 19-related changes to the Hartford Transfer Station be placed under New Business. Mary G. made a motion to accept the changes to the agenda. Bob Stacey seconded the motion. The Chair asked for a roll call vote. Motion was approved.

2. **Organizational Meeting** Tom Kennedy stated that he had spoken with all existing Administrative Committee members and they were willing to retain their current positions. He asked for a motion to re-elect Neil Fulton as Chair. Mary G. made a motion to nominate Neil Fulton as chair. Steve W. seconded the motion. Tom K. asked for a roll call vote. Motion was approved. Neil F. suggested that a “package” vote be made to re-elect the remaining members of the Administrative Committee. All agreed. He asked for a motion to re-elect Steve Willbanks as Vice Chair; Bob Stacey as Clerk; and Tom Kennedy as Treasurer. Vern C. made a motion to nominate the slate of candidates: Bob Stacey, Steve Wilbanks and Tom Kennedy as Treasurer to the Administrative Committee. Mary G. seconded the motion. The Chair asked for a roll call. Motion was approved.

3. Approval of Minutes of January 9, 2020

Bob S. made a motion to approve the minutes as printed. Vern C. seconded the motion. Chair asked for a roll call vote. Motion was accepted.

4. Receive the February 2020 Treasurer’s Report

Tom Kennedy reviewed the February 2020 financials with the Board. Tom reported that the financials are tracking well with the budget and that there are no outliers. Neil F. asked if the COVID 19 situation is affecting incoming solid waste fees. Tom K. responded that many residents

are doing cleanouts in their free time, therefore residential fees are up, but commercial fees are down due to closure of so many businesses. Tom mentioned that the expected June 6 HHW event cancellation will alter expense projections. Tom K. pointed out that the Compost Facility and the Organics Transfer Station numbers are now combined. Tom K. pointed out that the Organics Transfer Station numbers were reversed on the P&L. Tom will adjust and submit to the Board for further review. Steve W. made a motion to receive the February 2020 financials. The motion was seconded by Bob S. A roll call vote was taken. Motion carried.

5. COVID 19 Policy

Tom K. reviewed the SWCRPC/GUV policy on COVID 19 and staff safety. Mary G. thanked Tom for sharing the document and stated that it was quite comprehensive.

6. Discussion of Cancellation of all Collection Events and Green Up Day

Tom K. asked for the Board's approval that no GUVSWMD staff participate in, and to cease any HHW, Special Collection, or Green Up Day events until after the Governor has lifted the emergency order related to COVID19.

Bob S. made a motion to accept. Mary G. seconded the motion. A roll call vote was taken. Motion carried.

Tom K. briefly explained to Bill K. that A.B.L.E. Waste Fast Trash in Woodstock had been discontinued due to the inability to socially distance and control traffic. Woodstock residents have the option of going to the Bridgewater or Hartland Fast Trash or to the Hartford Transfer Station. Tom asked Bill K. if he had had any feedback from Woodstock residents. Bill reported that he had received no complaints.

Ham G. will send a reminder to the list serve of the change to all effected towns.

7. Update on Organic Transfer Station Activities

a. Revised Construction Budget

Tom K. stated that he thought that concrete pricing might be negotiable due the lack of construction work in the Upper Valley. New Hampshire has no "essential services" restrictions, therefore there is no lack of construction jobs in New Hampshire. Tom will create a Change Order for the organic material that needs to be spread on all the stormwater facilities for grass to grow. He said the change order would be approximately \$19,0000. The resident engineer has reviewed the plans by Dubois and King and has made some changes which will result in some changes to the cost of concrete. He requested that the Administrative Committee be given permission to review the change orders and amend the budget if the change orders are acceptable.

Tom suggested that amendment to budget will reference COVID 19, which might open up further funding.

b. Construction Schedule

Tom K. reported that subsequent to the Administrative Committee's decision to postpone construction due to the COVID 19 outbreak, he had received confirmation from the State that organics collection is considered an "essential service." Crown Point Excavation has been contacted and expects to start work within 2 weeks.

c. Amendment to Lease

Neil F. described changes to the lease as follows:

The last sentence of the first paragraph of Article 4 of the Lease is deleted in its entirety and replaced with the following:

In the event Owner has not provided written notice on or before September 1, 2020 (the “Outside Commencement Date”), that the Transfer Facility is ready for use, Tenant shall have the right to terminate this Lease with no further obligation to Owner. Notwithstanding the foregoing, the parties agree that the Outside Commencement Date may be further extended due to further circumstances of force majeure that do not exist on the date of this Addendum.

Vern C. made a motion to accept the revised construction budget and the lease amendment for the OTS. Steve W. seconded the motion. A roll call vote was taken. The motion carried.

8. Legislative Update

Tom K. reported that he had attended an on line legislative committee hearing on April 7 which focused on a request from Casella Waste Services to a) delay the Act 148 July 1 food scrap sorting/collection deadline; and b) reduce the requirements for recycling based on the current COVID 19 crisis. Tom will forward the written testimony to the Board. The Board will oppose the changes to Act 148 proposed by Casella Waste Services.

9. Update on Maple Tubing Collection

Tom K. reported that the collection at the South Woodstock Firehouse on November 7 is still scheduled as of this date. Ham G. and Mary O’Brien (So. Windsor/Windham Counties SWMD) have been in communication with Mary McCuaig (Windsor County Sugar Makers) and Rich Backer (Northwest SWMD).

10. Old Business- None

11. New Business

Tom K. reported that the Hartford Transfer Station has made several operational changes due to COVID19. The facility is selling punch cards to GUV residents for \$50, up from \$49.50 (\$4.95/punch) and is accepting no cash. This is in response to GUV District town offices being closed and not selling punch cards. Tom or Ham will determine whether the Town of Hartford will reimburse GUV for the sale of coupons sold to GUV residents.

Neil F. welcomed Bill Kerbin to the Board, to Woodstock, and to Vermont.

The next meeting will be on June 17th.

Meeting adjourned at 5:16 PM

Respectfully submitted,

Ham Gillett