



Greater Upper Valley Solid Waste Management District

Bridgewater • Hartland • Norwich • Pomfret • Sharon • Strafford • Thetford • Vershire • West Fairlee • Woodstock
PO Box 320, Ascutney, VT 05030 • (802) 674-4474 • www.guvswd.org

[Final]

BOARD OF SUPERVISORS MEETING

January 10, 2019

4:30 PM

Norwich Town Hall

Norwich, VT

Board members present: Steve Willbanks (Strafford), Mary Gavin (Sharon), Bob Stacey (Hartland), Vern Clifford (Pomfret), Neil Fulton (Norwich), Ben Bradley (Thetford)

Staff present: Tom Kennedy

Public Hearing on FY 20 Proposed Budget

Neil Fulton opened the public hearing at 4:36 PM.

Tom Kennedy went over the budget for those in attendance. On the revenue side, he said that the Management Fee is down slightly to reflect continued increases in recycling and the ban on organics. The Coupon Sales have increased, aligning more with figures from FY 19. Compost Revenues are down to reflect current operations at the compost facility. The proposed Total Revenue for FY 20 is \$597,748.00. On the expenditure side, there are minor cost reductions in HCR permits (\$1200), Insurance (\$1500), Truck Expenditures (\$1400), and Special Collections (\$4000). There are increases in expenditures for the following: SWCRPC Mgt. Fees (\$4195), Legal and Engineering (\$1500), HHW Collections (\$9382). The largest fee increases occur in SWCRPC Mgt. Fees, due to health insurance costs and additional work tasks. The increase in HHW fees is based upon the average cost over the past two years. The proposed total expenditure for FY 20 is \$607,562.00

The Public Hearing was closed at 4:43 PM

Neil Fulton asked if there were any additions to the agenda. There were none.

1. Approve the FY 20 Budget

Mary Gavin made a motion to approve the FY 20 budget with revenues of \$597,748.00 and expenditures at \$607,562.00; Steve Willbanks seconded the motion. Motion carried.

2. Approval of Minutes of November 14, 2018

Steve Willbanks made a motion to approve the minutes; Bob Stacey seconded the motion. Mary Gavin corrected the minutes under **Discussion of Draft FY 20 Budget**; to strike the duplicated word “fees” on the second line from the bottom. Motion was approved with correction.

Approval of Minutes of December 19, 2018

Mary Gavin made a motion to approve the minutes of December 19, 2018; Vern Clifford seconded the motion. Under the paragraph **Discussion of Draft FY 20 Budget**, Neil Fulton made a suggestion to change the last sentence to read: *Mary Gavin made a motion to approve the budget for public hearing as presented.* The motion carried with the edit.

3. Receive the November 2018 Treasurer's Report

Tom Kennedy reviewed the November financials with the Board, beginning with the Profit and Loss statement. He stated that the District was 42% of the way through the fiscal year with income at 61% and expenditures at 53%. He noted that the expenditure was a little higher than average because \$143,071.00 of the bond payment has been made, leaving a balance of \$30,220.00. Mr. Kennedy also noted that the audit expense is high and will probably be over budget due to the tracking of a number of haulers who are not current on their accounts.

On the Balance Sheet, Mr. Kennedy stated the District's cash position remains strong with of \$269,824.91 as of November 30, 2018. The receivables were a little higher than normal but not of concern.

Ben Bradley made a motion to receive the Treasurer's Report; Mary Gavin seconded the motion. Motion was approved.

4. Discussion of Lease Agreement

Tom Kennedy and Neil Fulton discussed the transfer station draft lease agreement between Grow Compost of Vermont and Agri-Cycle Energy LLC. Neil Fulton noted that it is a five-year lease with the ability of the tenant to renew the lease if certain provisions are followed. The base rent on the lease would be \$2500.00/month for the first 500 tons of material handled each month. The owner will pay a transfer fee of \$2.00/ton on all materials handled over 500 tons. In addition to the fees, there will be an annual base rent escalator based upon the CPI-U. Neil Fulton also reviewed the insurance provisions and covenants in the lease. Neil suggested that the Board send the draft lease to Nate Sterns for his review. The Board agreed with Neil Fulton's suggestion.

5. HHW Contractor

Tom Kennedy said that a HHW contractor has still not been found for CY 2019 and he would be making individual calls to see if he could find a contractor to provide HHW collection services.

6. Old Business - None

Meeting adjourned at 5:25 PM.

Respectfully submitted,

Tom Kennedy



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Recycling Coordinator's Report

September 19, 2018

Household Hazardous Waste and Special Collections

GUV collaborated with the Town of Hartford again for an August 4 HHW collection at the Hartford Transfer Station. 73 GUV residents and 68 Hartford residents participated. This was

the first time we have held a summer collection event. We are undecided whether this is a good time of year for such an event, given the relatively low turnout.

Speaking of low turnouts, our collaboration with Central VT SWMD August 11 HHW event in Bradford yielded participation by 12 GUV households. This turnout was in spite of A-frame signs, posters, list serve, website, town newsletter, and Facebook postings. In 2019 we will hold a fall event in Thetford (location TBD) which will fulfill the 15 mile radius requirement for Vershire and West Fairlee as well as Thetford, Norwich, and Strafford.

Our final 2018 HHW collection was held at the Woodstock Town Garage on September 15, with 74 GUV and 13 Hartford participants. It was evident than many people are doing large clean outs of material that has been stored for years. 55 of those households had never previously participated in a HHW collection. This is great news for our local environment, indicating that proper disposal is increasingly on the minds of residents and businesses alike.

We held a BIG trash, electronics, scrap metal, and bulb collection at the Hartland Elementary School on September 8. 25 households participated after promotion with A-frame signs, posters, school newsletters, website, Facebook, and list serves. Although GUV attempts to site these collections in every district town we believe that some locations may not be worth the time and expense. The low attendance on the 8th might indicate that Hartland's close proximity to the Hartford Transfer Station eliminates the need for another special collection there.

Other Outreach

- Circulated battery recycling A-frame between Strafford, Thetford, and Norwich facilities resulting in noticeable increase in battery drop-off
- Assisting new Norwich transfer station manager, Paul Albee, with recycling rules and regulations
- Organized initial battery taping and packing at Norwich Transfer Station by Norwich Energy Committee
- Retrained Woodstock Pharmacy staff member in proper battery preparation
- Established and promoted battery recycling in 5 gallon bucket outside of Sharon town office building. This was based on a similar highly successful system at Damon Hall in Hartland and the Windsor municipal building.
- Arranged for battery bucket to be placed at Bridgewater Town Garage
- Working on bucket placement at Pomfret Town Hall. This will mean that every GUV town now has a battery drop-off location, which will keep more batteries from the landfill.

- Prompted Strafford and Thetford recycling center staff to increase food scrap pick up by Cookeville Compost during warm weather (maggots and stench.)
- Site visit to Grow Compost/GUV facility
- Met with Grow Compost staff re. school food scrap collection procedures and collaboration
- Met with Hartland ES re. food scrap separation/composting. Delivered 10 classroom food scrap buckets
- Called all GUV school nurses re. mercury containing blood pressure cuffs at request of ANR

Professional Development

- Read Resource Recycling and Municipal Solid Waste magazines
- Attended ANR school outreach meeting in Montpelier
- Attended Recycling Summit at DHMC
- Phone call-in for Universal Recycling Law stakeholders meeting and VT Product Stewardship Council meeting
- Phone call w/ USDA Rural Development following grant proposal rejection in order to increase chances of future grant awards
- Researched possibility of hosting a GUV “Repair Café”

Other

- VT Call2Recycle Battery Challenge from 9/6 to 12/31. This is a competition between solid waste districts to increase battery recycling.
- From Waste Today Magazine: "Last year, the citizens of Vermont were the country's most engaged battery recyclers because the state was the first to adopt a producer-funded stewardship plan. Vermont's population is only 0.2 percent of the contiguous U.S. (623,657), but its residents recycled 134,500 pounds of batteries—roughly 880 percent more batteries than expected."

