

*[Not Yet Approved]*

**BOARD OF SUPERVISORS MEETING**

**January 7, 2016**

**4:30 PM**

**Tracy Hall, Norwich, VT**

Board members present:

Bob Stacy (*Hartland Rep.*)

Neil Fulton (*Norwich Rep.*)

Paul Haskell (*Sharon Rep.*)

(Phone in)

Ben Bradley (*Thetford Rep.*)

Stephen Willbanks (*Strafford Rep.*)

Phil Swanson (*Woodstock Rep.*)

(Phone in)

Board members absent: Pomfret, West Fairlee, Vershire and Bridgewater

Staff present: Stephen Lambert and Tom Kennedy

Neil Fulton opened the meeting of the Board of Supervisors at 4:37 PM.

**Public Hearing on the Budget**

Neil Fulton asked for a motion to open the public hearing. Phil Swanson made a motion to open the meeting at 4:37PM, the motion was seconded by Steve Wilbanks. There was a roll call vote to open the public hearing, all those in attendance voted in favor. Neil Fulton asked if there were any comments on the proposed budget. There were no comments. A roll call vote was taken to close the public hearing. A vote was taken of all the supervisors in attendance to close the hearing. The public hearing was closed at 4:43.

**1. Adoption of Budget:**

Tom Kennedy discussed the budget with the Supervisors. He stated that the revenue side was down approximately \$40,000.00 from the FY 16 budget for the following reasons: he is proposing to reduce the member assessment by approximately \$12,000.00 and the land rental with Casella never materialized. The total revenues for FY 17 are \$691,594.00. On the expenditure side, Tom Kennedy stated that there would be a small increase in staffing costs of approximately \$3000.00 with all other expenditures either level funds or having a slight decrease. The proposed expenditures for the FY 17 budget are \$687,152.00 which is a decrease of \$21,900.00 from FY 16.

A motion was made by Phil Swanson and seconded by Steve Wilbanks to approve the FY 17 budget with revenues totaling \$691,594.00 and expenditures at \$687,152.00; roll call vote was taken and the motion carried.

**Motion to Receive the Audit:**

Tom Kennedy reviewed the audit with the Supervisors, he stated the audit was clean; except for a few minor deficiencies which he said have been addressed or will be addressed in the near term. He said the District cash position remained strong, with any significant liabilities except for the bond notes. A motion to receive the audit was made by a roll call vote; motion was carried unanimously.

**2. Approve the minutes of November 19, 2015.**

Paul Haskell made a motion to approve the minutes, Steve Wilbanks seconded the motion. The motion carried.

**3. Receive the November Financials**

Tom Kennedy reviewed the February financials with the Board. He said that the income side of the budget looks good. On the expense side, there are a number of unbudgeted expenses associated with solar project and the building, other than that, the expenses are as expected. The balance sheet shows a cash position of over \$323, 656.00, with receivable of \$33,903.78 which is not unusual. The District is still trying to get More Waste to become current without success. The District may want to consider retaining an attorney. Ben Bradley made a motion to accept the financial statement and Steve Wilbanks seconded the motion. Motion carried.

**4. GUV Office and Staffing:**

Tom Kennedy told the Board that that there was an electrical issue at the office and an electrician was called. The main cable from the meter on the outside of the building to the electrical box was frayed resulting in damage to the furnace, light fixtures, copier and shredder. The cost of the repairs was \$1800.00.

Tom has asked two painting contractors for estimates to paint the interior of the building. He received one bid for approximately \$11,000.00. He is waiting for the other bid. Phil Swanson suggested using the Department of Corrections. The DOC has done work for Woodstock in the past and it was good and inexpensive. Tom Kennedy said he would give them a call.

Tom Kennedy told the Board that Bryan's last day was today and Steve has been helping out with cleaning out the office and assisting the administrative staff at the Regional Planning Commission with financials. Steve's last day is also today.

Carl Mitchell has also moved out of the office; his new office is in Rutland. Tom Kennedy said that he would try and find another District to take over the management of Carl's position. Tom Kennedy said that the Regional Planning Commission would make a proposal to the Board for providing all staffing for the GUV District for the next meeting.

**5. NEW BUSINESS:**

None

**6. OLD BUSINESS:**

Tom Kennedy said he would check in with Gro-Solar to discuss the status of the project.

**A motion was made by Ben Bradley to adjourn the GUVSWMD Board of Supervisors Meeting at 5:17p.m. Motion was seconded by Steve Willbanks. Motion carried.**

Respectfully submitted,

Tom Kennedy