



Greater Upper Valley Solid Waste Management District

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[FINAL]

BOARD OF SUPERVISORS MEETING

November 20, 2019

4:30 PM

Norwich Town Hall

Norwich, VT

Board members present: Steve Willbanks (Strafford), Mary Gavin (Sharon), Neil Fulton (Norwich), Ken Vandenburg (Woodstock), Vern Clifford (Pomfret) and Gene Craft (Vershire)

Staff present: Tom Kennedy

Neil Fulton called the meeting to order at 4:34PM.

1. Changes to the Agenda

Neil Fulton asked if there were any additions to the agenda. Tom Kennedy asked that the proposed date for the Public Hearing on the budget be changed. Neil F. said it should be placed under New Business. Mary G. made a motion to accept the changes to the agenda. Steve W. seconded the motion. Motion carried.

2. Approval of Minutes of August 28, 2019

Steve W. made a motion to approve the minutes as printed. Mary G. seconded the motion. *Motion approved.*

3. Receive the October 2019 Treasurer's Report

Tom Kennedy reviewed the October 2019 financials with the Board. He said that the District was 33% of the way through the fiscal year with revenues at 53% and expenses at 46.5%. Tom K. stated that revenues were skewed due to receipt of 100% of member assessment (\$54,241.22) and expenses were skewed due to a bond payment. He said that there was nothing unusual to report on the Profit and Loss statement. The cash position on the Balance Sheet was lower due to the bond payment and the size of the receivables. He said that payment would be forthcoming for much of it except for one hauler who is chronically behind in their payments. Mary G. made a motion to receive the October 2019 financials; the motion was seconded by Steve W. Motion carried.

November 20, 2019

4. Receive FY 19 Audit Report

Tom Kennedy said FY 19 Audit had no finding or material changes. He went over the highlights of the fiscal year:

- The District's Net Position increased by \$102,019 in FY 19 compared to \$186,852 in FY 18.
- District Programs cost \$576,302 in FY 19 compared to \$582,869 in FY 18.
- In FY 19 the fund balance decreased by \$8,851; the decrease was due to expenses associated with the Organics Transfer Station
- The fund balance was \$247,526 as of June 30, 2019, of which \$2,866 is composters and pre-pays. The balance is unassigned.

Tom K. also noted in the audit the increased cost for HHW collections, the District having budgeted \$32,000 and the actual cost being \$44,195. Revenue from the compost facility was less than anticipated.

Mary G. made a motion to receive the FY 19 audit; Steve W. seconded the motion. Motion carried.

5. Discussion of FY 21 Budget

Mr. Kennedy said the FY 21 Budget is very similar to the FY 20 Budget. Expected revenues are \$592,761.00 with expected expenses to be \$587,952.00. On the revenue side he said the revenue from the Organics Transfer Station would be a new entry in FY 21. On the expenses side, the bond expenses would be down by \$4,565.00. Special Collections would also be down by \$3,705.00 based on FY 20 information. Increase in expenses include: RPC Management Services up \$5,267.00 due to additional management responsibilities associated with the transfer station. Mr. Kennedy recommended that the Assessment Fee remain the same at \$11.00 / capita. The Board agreed by consensus. Mr. Kennedy and Neil Fulton told the Board that an Enterprise Fund would be created for the Organics Transfer Station and the Compost Facility. The income and expenses associated with the Enterprise Fund will not be shown on the P&L or Balance Sheet. The financial activity associated with the Enterprise Fund will be included in future financial packets for the Board's review.

Mary Gavin made a motion to pass the budget as presented. The motion was seconded by Vern Clifford. Motion carried.

6. Update on Organic Transfer Station

Mr. Kennedy told the Board that construction has begun on the Transfer Station. He said that, given the late season start, the activities will be confined to excavation and the concrete and erection of the building will begin in the Spring.

7. Discussion of Inland Freight Depot

Mr. Kennedy told the Board that he was invited to a meeting with Seth Ames of Twin State Sand and Gravel and with an individual representing a group from Chittenden County to discuss the possibility of placing an inland freight depot on GUV and/or Twin State land. The group is looking for a rail siding site for moving freight and bulky materials from rail cars to trucks. The Board wondered whether the District's Charter would allow for such an activity and Mr. Kennedy was

instructed to contact Mr. Giuliani, the attorney who drafted the District's Charter, for a determination.

8. Discussion of Hartford Transfer Station

Mr. Kennedy said he has heard that the Town may privatize the services provided at the transfer station. He said his greatest concern is the potential impact on GUV towns. He will keep the Board informed.

9. City of Lebanon Trash Prices

Mr. Kennedy told the board that the City of Lebanon has lowered the price for residential trash to \$1.50/bag. This price is substantially lower than any of the surrounding transfer stations. Mr. Kennedy is concerned that there may be considerable leakage of the District's trash surcharge since the City of Lebanon does not differentiate between District and non-District towns.

10. HHW Collection Costs

Mr. Kennedy said that the District has received invoices for all 2019 collections. He estimates that the cost for each collection may be as much as 30% to 40% higher. This will obviously have an impact on the budget.

Meeting adjourned at 5:17 PM

Respectfully submitted,

Tom Kennedy