

*(draft)*

**BOARD OF SUPERVISORS MEETING**

**April 21, 2016**

**4:30 PM**

**Greater Upper Valley Solid Waste District Office  
North Hartland, VT**

Board members present:

Neil Fulton (*Norwich Rep.*)

Stephen Willbanks (*Strafford Rep.*)

Bob Stacy (*Hartland Rep.*)

Vern Clifford (*Pomfret Rep.*)

Ben Bradley (*Thetford Rep.*)

Paul Haskell (*Sharon Rep.*)

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

Staff present: Tom Kennedy and Ham Gillett

Chair, Neil Fulton, opened the meeting of the Board of Supervisors at 4:40 PM.

Tom Kennedy requested two additions to the agenda; permission to sell the District's panel truck and approval of the minutes of April 6, 2016.

**1. APPROVAL OF MINUTES OF JANUARY 7, 2016**

Steve Wilbanks made a motion to approve the minutes with the following edit: On page 2 First paragraph, third line change with to without. Ben Bradley seconded the motion. Motion carried.

**APPROVAL OF THE MINUTES OF APRIL 6, 2016**

Steve Willbanks made a motion to approval the minutes of April 6, 2016, and was seconded by Vern Clifford. Motion carried.

**2. FINANCIAL REPORT OF FEBRUARY 2016:**

Tom Kennedy said that the District was 50% through their fiscal year with income at 66% and expenditures at 62.4%. Mr. Kennedy said that there were no concerns on the income side and on the expenditure side it was higher due to costs associated with consultant activities for the proposed solar facility and for costs associated with renovating the office. Mr. Kennedy said he would provide the board with an accounting of all the cost for the renovation at the next meeting. On the balance sheet, Mr. Kennedy stated that the cash position remains strong with \$308,257.99 in cash; receivables were a little higher than normal but it is nothing to be concerned with at this time. The receivables are related to District's tipping fee surcharge.

A motion was made by Vern Clifford to approve the financials; seconded by Bob Stacy. Motion carried.

3. **Discussion of the Sale of District Office and 4.3 acres:**

Tom Kennedy stated that the renovation to the office have been completed and asked the Board to decide whether they want to sell the building and the land. He said he would like the Board to make a motion to allowing him to enter into a contract with Country Real Estate to begin the process. Mr. Fulton stated that public notice must be given prior to the sale of real estate and requested that Mr. Kennedy find that provision in statute and report back to the board on the timing and procedure. Mr. Fulton also requested that if a purchase and sales agreement is offered that the sale needs to be ratified by the board prior to the sale of the property. Mr. Fulton also suggested that a deed restriction be placed on the land that prohibit the subdivision of the land. He stated that it would not be in the best interest of the District to have residential development near the area for a future landfill.

Ben Bradley made a motion that the District enter into an agreement with Country Real Estate for the sale of the building and 4.3 acres with the following provisions: the sale of the property must be ratified by the Board of Supervisions and a deed restriction be placed on the property prohibiting the subdivision of the property. The motion was seconded by Paul Haskell. Motion carried.

4. **Discussion of SWCRPC providing administrative, staffing and management services to the GUV District:**

Tom Kennedy distributed to the Board a draft of a budget for the Southern Windsor County Regional Planning Commission to provide services to the GUV District. Mr. Kennedy said that the SWCRPC would provide all the personnel for operating the District. Mr. Kennedy said that to date, all of the operations are now being performed out of the SWCRPC's office in Ascutney. Mr. Kennedy stated that things has been going fairly smoothly but with any organization with all new personnel there have been some challenges. Mr. Kennedy stated that the proposed cost for services was approximately a \$155,000.00. This cost would include all personnel costs; equipment for staff, etc. Mr. Kennedy stated that he has discussed this proposal with the SWCRPC Executive Committee and they are interested in a contract with the GUV District subject to approval by the entire SWCRPC Board. Mr. Kennedy stated that SWCRPC would provide a draft work program and budget to the GUV Administrative Committee in the next week or two if the District was willing to consider the proposal. There was considerable discussion and the Board agreed that it was in the best interest of the District to move in this direction.

Mr. Haskell made a motion that Mr. Kennedy prepare a contract, budget and work program for review by the Administrative Committee and the documents to be presented to the full board at the next Board meeting. Mr. Wilbanks seconded the motion. Motion carried.

5. **Discussion of Special Collections Program:**

Tom Kennedy discussed with the Board that the special collections program is placing a strain on staff resources. He stated that with the reduction in staffing levels, the District is hard pressed to provide special collections at three different locations on the same day without having community support. Tom Kennedy also wanted direction from the board regarding whether the District is underwriting these programs or should the District charge a fee to cover its direct costs for items such as tires, furniture, etc. The Board said that direct, non-labor costs should be recovered and if a town is sponsoring an event they should be required to provide volunteers to assist staff. Tom

Kennedy said that he and Ham Gillett would be developing a policy and fee schedule for future collections.

**6. Discussion of Outreach Program:**

Ham Gillett provided an overview of the outreach program. He discussed with the Board the schools and businesses he has worked with since being hired by the District. He said in the future he would be providing reports to the District on his outreach efforts.

**7. Motion to retain an attorney to begin proceeding to have More Waste License revoked:**

Tom Kennedy stated that after years of trying to come to a resolution with More Waste on a repayment schedule, he has been unsuccessful in his efforts to get the hauler to repay the District for fees owed to the District. Mr. Kennedy said that More Waste owes the District approximately \$4000.00. Mr. Kennedy said that it was unfair to the other haulers in the District who are paying all the fees associated with being a licensed hauler in the District. Ben Bradley made a motion that the District retain an attorney to advise the District on their options for addressing this issue. The motion was seconded by Paul Haskell. Motion carried.

**8. Discussion of consolidation facility on GUV property**

Mr. Kennedy said that he was approached by an area hauler about the possibility of either buying or leasing land for a commercial consolidation facility for haulers. The facility would be used for consolidating recyclables, organics, trash, C&D, etc. Mr. Kennedy said the hauler was interested in 3 to 5 acres of land. Mr. Fulton stated that it would be in the best interest of the District to lease the land. Mr. Kennedy told the Board he would keep them informed if the hauler shows continued interest.

**8. Sale of Truck:**

Tom Kennedy asked the board if he could have permission to sell the panel truck. He said the truck was getting old and would require a considerable amount of body work in the near future. He said that it would be more cost effective to lease a truck when needed than to own one. Bob Stacy made a motion to allow Mr. Kennedy to sell the truck; the motion was seconded by Ben Bradley. Motion carried.

**9. NEW BUSINESS:**

Mr. Kennedy told the Board that he received a call from the Hartland Town Manager regarding complaints about partying down by the river on land owned by the District. Mr. Kennedy spoke with the Meachams, the farmers who lease the land from the District, and they are also having problems with individuals being disrespectful to their land. Mr. Kennedy said that the Town and the District would place a sign at the area warning individuals the area would be closed off to the public if the complaints continued. The Board agreed with the approach.

**10. OLD BUSINESS:**

None

**11. SET NEXT REGULAR MEETING DATE:**

The proposed meeting date is June 2, 2016.

A motion was made to adjourn the GUV Board of Supervisors meeting at 5:58 p.m. Motion carried, all approved with no abstentions.

Respectfully submitted,

Thomas Kennedy  
District Manager