

Minutes for March 2019

White River Alliance Solid Waste Board March 13, 2019

Those in attendance Moe Brigham, Grace Adams, Robert Young, Chet Brown, Sandy Conrad, Joshua Powers, Judi Brigham

Town Hall Meeting Discussion on comments made at the South Royalton town hall meeting preceded call to order. Comments by residents were made regarding the Station's actuals for '17/'18 not being in the town report, the facility being dirty, and having inconvenient hours. Discussion on addressing these concerns, mostly regarding the actuals and weekend hours. Chet notes that recycling is becoming a different industry – certain recyclables are becoming no longer recyclable and zero-sort recycling is at too-high capacity for what processing can handle. The station will have to stop accepting plastic bags because the market for that is gone, and they get stuck in zero-sort machinery.

Call to Order 7:09pm

Minutes for February 13, 2019 Joshua moves to accept November minutes as written. Motion seconded by Moe. Minutes approved by vote.

Elections for the Board Chair and Vice-Chair are up for election. Sandy recommends keeping positions the way they are. Joshua moves to keep positions the same. Motion seconded by Moe. Motion approved by vote.

Financial Report Fees are not updated because banks do updates in the middle of the month, so the numbers are a month behind (Teresa got updates from January in February). An extra \$60k will go into fees, which includes fees for March. Not in bad shape, nothing outstanding. Don't have to update anything with the state right now, but some reports have to get done. Chet is currently writing SWIP report. \$20k will be taken out for new equipment. Overspent on the plow by 209% of what was budgeted (\$2,900). The plow should have been put into new equipment, instead it went into bobcat. Uniforms are done; won't be a line item anymore. Helps balance out the over-spent.

Manager Report Chet would like to get a quote on what it would cost to replace the desk in Doug's office. He did get a quote for a new floor printer, which would cost \$1,200/yr total. Current printer costs \$1,500/yr and is less efficient. The Station would lease the new printer rather than own; maintenance would not be Station's responsibility. Discussion on the need for Chet's computer to also be hooked up to the scale. Chet's computer should have oversight over what Doug's computer is doing, which is not happening. The Station's computers are rather outdated; discussion on the need to upgrade to a network or file

share system so that deposits are not being filed manually. The Station needs an estimated \$10-15k to get everything modernized. Currently using Nemric as an automatic backup system.

Zero Sort Compactor Purchase New compactor should come in 2-3 weeks. People will now have to put their recycling in the roll-off in the driveway, which will help with the cleanliness because it can handle more volume. The “filth” was coming from a sand/dirt mix that was laid on top of ice. Joshua suggests putting a notice in the paper about the compactor being replaced, so that people hold off on bringing their recycling for the day if they can. The project will start on a Monday, and go through the Tuesday which is closed anyways, so would only need lighter traffic for just one business day. Another suggestion that Rose should notify the public by posting on the website. Chet notes that people *are* looking at the website, because he gets comments about things on the website not being updated.

Advertising Trucks/Jobs The Station is getting rid of two trucks, which are both being advertised. The Administrative Assistant position is no longer being advertised – the paper only ran ad through the month of February. Chet is considering doing a full-page ad for everything.

Manager Report (Cont.) If the Station went private, it would need to write a completely new SWIP. Chet was told that 4-5 other districts in the state were thinking about going private as well, before looking into it. Everything that the Station has ever applied for would have to be re-applied for as a private entity – a massive undertaking. Would have to get land grants from the state again, etc.

Chet called the small business development corporation in Barre to ask about a business plan. The business plan templates are not super relevant to the work of the Transfer Station. Will likely end up with something that parallels the SWIP to some end, and then transitions to financials. The plan has been started in outline form. Going to put \$88k in profits from town fees in. “Defined profit summary,” document breaks everything down into customer cost, disposal cost, and profit for different trash/recyclables. Need a list of all the people we use for all services as some point of reference for going forward. Business plan does not need to know everyone you do business with, but should show who we profit from (vendors).

Found an inventory list from 2 years ago, most of the items are now gone. Should reflect new excavator, new compactor, etc. Sandy requests an updated list of tools that the Station has purchased.

Insurance representative was happy with rebuilding project. Rebuilt walls with concrete blocks so that trucks can't accidentally drive off the side or accidentally fall in when throwing something out. Needed more concrete blocks to cover roll-off. Have to be compliant with more than just the state. One of the stipulations from insurance company is a supply cabinet and safety plan. We have both. State got after the Station for needing a plan for mercury and lead escaping into the environment. Station is in compliance with state regulations, but need to prepare for potential mercury leaks no matter how unlikely it is.

Other Discussion on Addison County transfer station, which does not take any walk-ins. The county passed an ordinance mandating that all trash within the county must be taken to the

transfer station. Companies like Casella have no choice but to pre-pay and collect the town's trash to bring to the Station (monopoly?).

Letters for New Credit Chet sent out a letter for a new credit line. People are starting to send them in after reminders were sent out. This should correct the problem of having no uniform credit application on file for customers.

Matthew Brown paid his debt. B.K., 5-star, and Vesper will not pay. Want a lawyer to accept this case before taking these debts off the records. The move will take \$52k off the books, leaving only \$25k or less on outstanding debt, which will help during audits.

No lawyer wants to deal with Roger's debt – all concerned about a conflict of interest. Found one lawyer out of Rutland (with PRATT) who might take it: Shannon Lamb. She has to do a background and conflict of interest check before confirming. Contract will cost \$2,000 to write up. Lawyers don't understand why the Station is giving Roger any sort of discount.

Grace moves to adjourn. Motion seconded by Moe. Motion approved by vote.
Meeting adjourned 8:15pm.