

**NORTHEAST KINGDOM WASTE MANAGEMENT DISTRICT  
BOARD OF SUPERVISORS MEETING  
Tuesday, December 10, 2024 at 6:30PM via ZOOM  
In-Person Location – 224 Church St, Lyndonville, VT 05851**

The Board meeting was called to order @ 6:37 p.m. by Nicholas Rivers, Board Chair

**Present:** Nicholas Rivers (Albany, Irasburg); William Douglas (Barnet); Bruce Rumball (Brighton); Betty Ritter (Cabot); Robert Sandberg (Corinth); Walter McNeil Jr. (Danville); Fran Bachelder and Irene Dagesse (Derby); Kirwin Flanders (East Haven); Michael Nahmias (Groton); Steve Gray (Lyndon); Bobbi Brimblecombe (Marshfield); Bob Durgan (Morgan); Jan Clausing (Newark); John Narowski (Newbury); Steve Barrup (Newport Town); Gina Vigeault (Norton); Jack Smith (Sheffield & Wheelock); Anne Quirion (Troy); Barb Nolan (UTG); Richard Stodola (Waterford); Jacques Couture (Westfield); and Miriam Simmonds (Westmore).

**Absent:** Bloomfield, Brownington, Brunswick, Charleston, Concord, Glover, Granby, Greensboro, Guildhall, Holland, Jay, Kirby, Lunenburg, Maidstone, Peacham, Ryegate, Stannard, Sutton, Topsham, Victory.

**Staff present-** Paul Tomasi, Executive Director

**Visitors** –Shannon Choquette, minutes clerk. Paul Hayes, Caledonian Record

**Updates to Agenda** – none

**Approval of Minutes** – Motion to approve the minutes of October 8, 2024, meeting as written. Motion 2<sup>nd</sup>. Motion approved.

**Truck Lease** – Board previously authorized district to enter into lease. Rate per month and milage rate for 60-month term included in notes. District will be looking at another lease for 2025 for a newer vehicle for 3-year term, with option to extend at end of 3 years. Updated costs for the 2025 truck lease will be presented to Board at the in January 2025.

Motion to approve truck lease at 60-month term \$1,875, plus \$0.10 per mile, up to 30,000 miles. Motion 2<sup>nd</sup>. Motion approved.

Question was raised about what the yearly cost would be for vehicle. The lease payment is \$22,500, and an additional \$3,000 for mileage (assuming 30,000 miles). If mileage is exceeded, rate increases to \$0.20.

**2025 Draft Budget** – The notes from the public hearings, along with responses to comments from NEKWMD, included in notes to board for December. Some people attended and were curious about budgeting process but did not ask questions. No change to budget was made due to public meeting input.

Motion to approve 2025 budget of \$1,030,997. Motion 2<sup>nd</sup>. Motion approved

Question: Legal fees are budgeted for \$10,000. A portion of this was to be used for a search for a director. Will this be edited to reflect this?

This can be edited before being sent to towns. Funds for search will be put into line item for professional services.

A comment was made that truck repairs does not have any amount budgeted. Funds will be allocated from the truck lease line item to cover possible repairs on the owned truck.

A comment was raised about overtime and employee time at bulky events, and suggested staff time should also be used for other programs like foam processing for towns that do not have access to that currently.

Bulky events require trucks and employees which make it difficult to limit staff overtime at these events. Bulky events present a small portion of overtime staff labor, and the district is hosting 2 fewer bulky events this upcoming year.

**Compost Contract** – Cloud's Path Farm was the one proposal received. Contact is for 3 years with options to extend. This proposal looks almost identical to current contract with CPF. Price is increasing \$1.50 per tote, to \$11.50 per tote. The contamination policy will be slightly more aggressive due to compost contamination. Corey, outreach staff, will be in contact with sites that have contamination to assist them with education.

A question was asked about if there is any other compost hauler who is picking up for the District? There are no others for the district, however there are at least 3 other haulers operating in the region.

Question was raised about if these services are for the whole district? This contract will be for towns which are picked up by District and brought to Lyndonville. Clouds Path Farm picks up toters from Lyndonville.

Motion to accept the Cloud's Path Farm proposal for compost services. Motion 2<sup>nd</sup>. Motion approved.

**Line of Credit Renewal** – Yearly renewal for \$40,000 line of credit. Interest for line of credit is down this year by 0.85% to 5.03%. This line of credit is from District's existing bank – Passumpsic Savings Bank.

Motion to approve line of credit for 2025 40,000 at 5.03%. Motion 2<sup>nd</sup>. Motion approved.

**Skidsteer Payment Authorization**- The funds for the skid steer come from the capital improvement fund. Any funds drawn from the capital improvement fund are subject to board approval. This is a smaller payment than what will be paid in 2025, because of a trade-in value that was applied to this year's payment.

Motion to approve skid steer payment authorization for \$6,880.08. Motion 2<sup>nd</sup>. Motion approved.

Is the line item of skid steer repair for the new skid steer? The line item for \$11,000 is an over 300% increase from previous year.

These costs were for repairs of the previous skid steer, but this will be looked into further. This year, tires were purchased for the new skid steer.

### **Updates –**

Finances – There was a comment about \$4,200 used to start health insurance that was taken from the per capita assessment. This was a clarification from a previous meeting.

Executive Director Search – Paul sent a summary and timeline for replacement and has updated position description and provided to VLCT to review. He is reaching out to consultant to advise on how to recruit for position. Once he reached out to consultant, timeline might be edited. At January meeting, Paul would like to establish a recruitment committee and suggested the Executive Committee play this role, or that others who are interested reach out to be included in a committee.

Administrative Rules Update – District was in the process of updating administrative rules. The District was waiting for updates from VLCT. VLCT was contacted and said they would not be updating their model policy. The District will move forward with updates and have VLCT review the new document.

In-Person Meetings in 2025 – In January board will plan when to do in-person meetings. Annual meeting is scheduled for April.

Motion to adjourn, 2<sup>nd</sup>, approved @ 7:20pm.

Respectfully submitted, Shannon Choquette