

**NORTHEAST KINGDOM WASTE MANAGEMENT DISTRICT
BOARD OF SUPERVISORS MEETING
Tuesday, April 8, 2025, at 6:30PM via ZOOM
Lyndon Public Safety Building, 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); Paulette Routhier (Bloomfield, Brunswick, Maidstone); Bruce Rumball (Brighton); Betty Ritter (Cabot); Robert Sandberg (Corinth); Walter McNeil Jr. (Danville); Fran Bachelder & Irene Dagesse (Derby); Kirwin Flanders (East Haven); Ken Johnston (Greensboro); Mike Nahmais (Groton); Darrell Martin (Holland); Dave Sanders (Jay); Steve Gray (Lyndon); Bobbi Brimblecombe (Marshfield); Jan Clausing (Newark); John Narowski (Newbury); Steve Barrup (Newport Town); Gina Vigneault (Norton); Gene Perkins (Ryegate); Jack Smith (Sheffield & Wheelock); Richard Stodola (Waterford); Jacques Couture (Westfield); Miriam Simonds (Westmore).

Absent: Brownington, Charleston, Concord, Glover, Granby, Guildhall, Kirby, Lunenburg, Morgan, Peacham, Sutton, Stannard, Topsham, UTG, Troy, Victory.

Staff present- Paul Tomasi, Executive Director

Visitors –Shannon Choquette (minutes clerk)

Updates to Agenda – Other Business – 2024 Surplus and property maintenance.

Approval of Minutes – Motion to approve the minutes of February 11, 2025, meeting as written. Motion 2nd. Motion approved.

Annual Meeting - Election of Officers, Newspaper of Record, Supervisor Meeting Schedule
– All seven current executive committee members are willing to serve another year on the committee but are willing to allow others to take a role in the executive committee. Current committee members are Nicholas Rivers (Chair), Walter McNeil Jr. (Vice Chair), Paulette Routhier (Treasurer), Gene Perkins (Clerk), Preston ‘Jack’ Smith (Member-at-large), Steve Barrup (Member-at-large), and Jan Clausing (Member-at-large).

Motion to re-elect current executive committee members to continue in their roles. Motion 2nd. Motion approved.

Newspaper of record is the Caledonian Record. Current meeting schedule is the second Tuesday of each month, at 6:30pm.

Motion to continue with Caledonian Record as newspaper of record, and meeting schedule of the second Tuesday of each month, at 6:30pm. Motion 2nd. Motion approved.

A question was raised regarding public posting of the warning of the meetings. Due to difficulties printing, District will now send warning of meeting to Brighton’s town clerk. In

addition, public meeting warnings will be sent to Derby town clerk. Paul can send the warning of the meeting to any member towns who wish to post it.

Executive Director Search – Committee of board members have met three times and are scheduled to meet every other Monday. Committee includes Steve Barrup, Anne Quirion, Betty Ritter, Nick Rivers, and Walter McNeil. Michelle Trottier and Paul Tomasi are staff members participating in the process as well.

The Committee has approved the position advertisement created by consulting firm (Municipal Resources, Inc), which has been distributed in a number of places (websites, newsletters, Cal Rec, Chronicle, and NorthStar). The initial round of interviews with candidates will be on phone or virtual. Currently on schedule to receive applications and interview throughout spring and summer. A comprehensive list of responsibilities has been created.

Paul is planning to retire on September 26, 2025, and to hire a new director for September 1. If the candidate can begin sooner, that may be a possibility.

Administrative Rules – Executive Committee met prior to this meeting and had undertaken review of the Administrative Rules. The rules can now be turned over to legal counsel for their review before sharing with the full board for approval. The Vermont League of Cities and Towns (VLCT) provided a detailed review in 2023, however they no longer provide recommendations on rules and suggest getting feedback from legal counsel.

A question was raised about reviewing suggestions about the Administrative Rules with the full board. It was advised that the full board either approve or deny Administrative Rules as presented by the Executive Committee.

Suggested rule additions: Employees should wear orange or yellow while working. No Smoking on municipality-owned property.

The smoking policy is in the rules, however there are violations by staff. The policy does include an outline for disciplinary action.

The suggestion to wear safety yellow or orange will be considered, including if the safety clothing should be labeled. This is also currently covered within the administrative rules.

Updates –

Financial update –

Surplus – District ended 2024 with surplus, however, bills due at beginning of 2025 used most of surplus. Now District is at a deficit of approximately \$71,000. District will be receiving \$74,000 for a demolition project recently undertaken in Newport Town. Next month will give a clearer view of how the budget has balanced out after the beginning of the new year and paying expenses incurred in 2024.

Broker informed District that recycling commodity values have not shifted much due to tariffs. Commodity values are holding steady.

Question: Public Officials Insurance – Charge for \$71. This line item will need to be clarified. District gets billed quarterly for \$17,000, and covers public officials insurance, workers comp, and property and casualty insurance policies.

Programs-

Household hazardous waste collection season is starting in early May. There will be 8 remote collections events throughout the District. Residents can make appointments in Lyndonville on Tuesdays and Thursdays until early October. District Residents do not need to live in the town that the HHW event is scheduled. When there is a bulky event with the HHW event, the bulky event is for town residents only. Event calendar is posted on website, and the transfer stations should have received a flyer to display.

Bulky events – Some towns who do not collect bulky materials year-round offer bulky events for items like furniture, large trash, fiberglass, toilets, sheet rock, and other trash that cannot fit into a trash bag. The District can assist towns with coordinating a bulky waste event for residents. Towns can also offer scrap metal collection at bulky events. The District offers staff time when towns host bulky events. The town also needs to commit some sort of resources for the event (either staff or equipment).

Other Business -

Property Maintenance – The scrap metal yard is in rough shape. Are there any plans for repairs? There are plans to repair fence. Holes have been periodically filled in. Ideally there would be a concrete pad poured, however asphalt is not an option. Financially, the fence repairs can happen this year, however improvements to the scrap yard would be costly. The removal of the railroad rails would be a difficult project as they are cemented into the surface. There may be grants to pursue for this; however, an engineering firm is probably necessary to determine the extent of the repairs needed.

The building could also use some interior brick work. This will need attention within the next year or so and has been identified as a priority for the in-coming executive director.

Mattress Recycling – Shannon Choquette spoke with Trevor Mance of Casella and was informed that Casella is no longer accepting mattresses for disposal in the landfill and are collecting them for recycling and transporting them to Connecticut. The District is advising residents to dismantle mattresses themselves to decrease disposal costs.

Motion to adjourn, 2nd, approved @ 7:59pm.

Respectfully submitted, Shannon Choquette