

**NORTHEAST KINGDOM WASTE MANAGEMENT DISTRICT
BOARD OF SUPERVISORS MEETING
Tuesday, December 12, 2023 6:30PM via ZOOM
Video Conference Contact the Waste District for Meeting Code
In-Person Location – District Office 224 Church Street, Lyndonville, VT 05851**

The Board meeting was called to order @ 6:34 p.m. by Nicholas Rivers, Board Chair

Present: Nicholas Rivers (Albany, Irasburg); William Douglas (Barnet); Paulette Routhier (Bloomfield, Brunswick, Maidstone); Bruce Rumball-Petre (Brighton); Robert Sandberg (Corinth); Walter McNeil Jr. (Danville); Irene Dagesse (Derby); Kirwin Flanders (East Haven); Ken Johnston (Greensboro); Tim Dailey Sr. (Groton); Dave Sanders (Jay); Steve Gray (Lyndon); Jan Clausing (Newark, in person); Steve Barrup (Newport Town); Gina Vigneault (Norton, UTG); Jack Smith (Sheffield & Wheelock); Calvin and Karen Altland (Topsham); Anne Quirion (Troy); Richard Stodola (Waterford); Richard Degre (Westfield); and Miriam Simonds (Westmore)

Absent: Brownington, Cabot, Charleston, Concord, Glover, Granby, Guildhall, Holland, Kirby, Lunenburg, Marshfield, Morgan, Newbury, Peacham, Ryegate, Stannard, Sutton, and Victory

Staff present- Paul Tomasi, Executive Director

Visitors –Shannon Choquette, minutes clerk

Updates to Agenda – None.

Approval of Meeting Minutes - Motion to approve minutes of November 14, 2023 as printed. Motion 2nd. Motion approved.

2024 Budget Vote – Motion to approve 2024 budget amount of \$947,429.00. Motion 2nd. Motion approved.

Q: How was the public meeting warned?

A: Meeting was warned as we do with all public meetings, including newspapers, local town postings, and website. Two public meetings were held (11/30/23 & 12/07/23). No comments received at either meeting.

Line of Credit –The line of credit, for \$40,000, was not used in 2023. The interest rate increased by 1%, from 4.73%-5.73%, which is only applied if District utilizes the line of credit. If District does not use line of credit, there is no charge or fees incurred.

Motion to authorize District to renew the line of credit at \$40,000 at interest rate of 5.73%, provided by Passumpsic Bank (or other institution offering comparable line of credit and interest rates), and authorize Paul to sign renewal agreement.

Motion 2nd. Motion approved.

Q: What is the duration of line of credit?

A: One year. It must be renewed every year.

Q: If this is a line of credit, is at a fixed rate for the entire term?

A: This is a fixed rate that is locked in for the term of the line of credit.

Q: Is Passumpsic Bank the best rate we can get versus other banks in area?

A: Line of credit is something Passumpsic Bank offers because we bank with them, so we have not shopped around for other lines of credit at other banking institutions. When we first received the line of credit, it was the best interest rates at the time, and they have fewer fees than other banks. We can look further into this in the future.

Q: Can we get line of credit at more than one bank? Could we add into the motion to inquire at other banks and use other banks if suitable?

A: Yes, this was added into motion.

Skid Steer – Skid steer was picked up and brought to Concord, NH in mid-November. We received a quote for \$35,000 for repairs to repair components of arm. Currently District has incurred \$2,200 in expenses for this repair. The original cost of the skid steer was \$33,000 in 2012. Paul is looking to purchase other skid steers, new or used. Paul was informed of an organization called Sourcewell which helps municipalities source construction equipment through cooperative purchasing pricing agreements at pre-negotiated prices with equipment manufacturers. The price range through this program around \$47,000, and District has already received a few quotes, which include delivery and warranties. It makes sense to consider new skid steer rather than repair old one. Two vendors have offered to bring equipment for a test drive at the District. District has money for a down payment, but Paul wants to take out a 3-year loan, the first payment of which would be due in 2024. If there is a resale or trade in value, District will sell equipment and use sale money towards repayment of loan. Paul reached out to Passumpsic Bank regarding a loan for the skid steer, which is almost identical to the line of credit, with an interest rate of 5.83% with a 3-year payment schedule.

Motion to authorize Paul to enter into an agreement to purchase new skid steer not to exceed figure of \$50,000, which will be financed with a loan over 3-year period. District is authorized to sign any loan documents necessary. Motion 2nd. Motion approved.

Q: Will there be any trade in value for the old skid steer?

A: Not sure about this currently. We are keeping the bucket, which we need to get back from WD Mathews in Concord, and possibly the solid rubber tires if the bolt pattern matches the new machine.

Q: As a municipality, do we have to go through bidding system? Does this program also help source trucks?

A: We do have to go through a bid process as required by purchasing policy, however Sourcewell has already done this for us. They do not assist with purchasing trucks.

Q: Will Mathews still be able to service the machine?

A: Yes, they would.

Q: What brands did you receive quotes for?

A: Kubota, John Deere, Hyundai

Q: What is the skid steer used for?

A: It's used to bale cardboard, load scrap metal container, and plow driveway. With past 3 snowstorms, we've been unable to do plowing ourselves and had to hire someone to plow.

Updates –

Financial- Currently the District is at a slight deficit. District submitted grant to ANR online and if we receive by the end of year, we should end with a small surplus. Surcharge was high, but expenses were also high with baler issues, shipping material, and truck repairs. Health insurance payment is being processed for 5 employees. Actual cost will be less than budgeted amount, which may allow District to lower per capita assessment moving into 2025.

Grants- ANR grant submission is in process for SWIP Grant funds. USDA grant reimbursement for foam densifier should be completed as soon as time allows. There is still the possibility of a USDA grant for a truck, however the foam grant needs to be submitted before moving ahead with grant funding for a truck.

Programs- One of our trucks was being towed to repair shop for engine repairs. On the way between here and there, the towing company hit overpass at intersection of rte. 5 and 91, damaging the box. The truck is currently at Lyndon Truck Center. An insurance adjuster from VLCT will be going to look at it. We will be at least looking for a new box, but the condition of the frame needs to be assessed. We should know more by early next week. 2 trucks are currently operating, and a loaner may possibly be available through insurance. These weeks coming up are the busiest of the year and they are short weeks, so a third truck is necessary. Should know more by the January meeting. The insurance company will be paying for damages, which may allow for new purchase of truck box (depending on level of damages to frame).

Some staff turnover has caused some materials to backlog, including foam and aerosols. If we can catch up with volume, District will consider adding additional foam collection sites.

Motion to adjourn, 2nd, approved @ 7:30pm

Respectfully submitted, Shannon Choquette