

**NORTHEAST KINGDOM WASTE MANAGEMENT DISTRICT
BOARD OF SUPERVISORS MEETING
Tuesday, June 10, 2025, at 6:30PM via ZOOM
In-Person Location – Lyndon Public Safety Building (316 Main Street),
Lyndonville, VT 05851**

The Board meeting was called to order @ 6:38 p.m. by Nicholas Rivers, Board Chair

Present: Nicholas Rivers (Albany); Paulette Routhier (Bloomfield, Brunswick, Maidstone); Bruce Rumball (Brighton); Lila Stevens (Brownington); Betty Ritter (Cabot); Walter McNeil Jr. (Danville); Fran Bachelder and Irene Dagesse (Derby); Kirwin Flanders (East Haven); Ken Johnston (Greensboro); Darrell Martin (Holland); Dustin Sanville (Irasbug); Steve Gray (Lyndon); Jan Clausing (Newark); John Narowski (Newbury); Steve Barrup (Newport Town); Gina Vigneault (Norton); Gene Perkins (Ryegate); Jack Smith (Sheffield & Wheelock); Adam Bruggeman (Sutton); Jake Thompson (Topsham); Anne Quirion (Troy); Barb Nolan (UTG); Rick Stodola (Waterford); Jacques Couture (Westfield); Miriam Simonds (Westmore).

Absent: Barnet, Charleston, Concord, Corinth, Glover, Granby, Groton, Guildhall, Jay, Kirby, Lunenburg, Marshfield, Morgan, Peacham, Stannard, Victory.

Staff present- Paul Tomasi, Executive Director

Visitors –Shannon Choquette, minutes clerk, and Paul Hayes, Caledonian Record

Updates to Agenda – None

Approval of Minutes – Motion to approve the minutes of May 13, 2025, meeting as written. Motion 2nd. Motion approved.

Executive Director Search – Walter recognized and applauded members of executive director search committee. Scott Myers of MRI and Walter interviewed 3 candidates by phone. Two candidates were chosen to move forward. Last night, the committee met both candidates in person and discussed who should be chosen after meetings. The committee came to a consensus that one candidate should move forward to the next round, which is in-house interview at waste district to discuss salary/benefits.

Walter would like the full board to give authorization for executive committee search to proceed to next phase of selecting candidate

Motion to allow the executive director search committee to move forward in process and enter into contract negotiations with perspective executive director. Motion 2nd. Motion approved.

Discussion: Would the follow-up candidate be kept as an option if the first candidate does not work out? Yes. The candidate is aware the board only meets once a month, so they know there is a wait time in this process. It may not be a full month until the alternative candidate is notified.

According to administrative rules, it says the full Board hires the director. The committee was tasked by the full board, they were tasked to select the director. The full board will need to approve the selected candidate.

Will there be a discussion about when the person is available to start working? This will be considered during the negotiations. This will allow for a brief overlap period of the leaving and incoming director.

Would it be a better idea to invite both candidates to in-person interview? Both candidates have seen facility previously. Nothing is carved in stone until final offer is made to candidate.

Walter noted it is imperative that supervisors attend next month's July 8th meeting to vote on Executive Director.

Administrative Rules – Paul still has not met with legal counsel. This is scheduled for June 24. Paul will follow up with board at July meeting.

Updates –

Financial Update – District received mercury lightbulb collection reimbursement, and made an annual payment of dues to an organization.

Lease for truck has yet to been paid. Company billed for tolls in WV, and for a flat tire which occurred after vehicle was returned to their lot. Michelle has resolved both issues in June, which will be reflected in next month's budget.

Professional Services for Executive Director – \$8,000 was budgeted for contracted services with MRI. Not expected to use full budget.

Prices of certain commodities are starting to drop.

Program Updates –

Processed more foam for shipment. There has been a backlog of foam and we were not able to pick up foam from all towns this week, and may stagger picking up foam from towns. Shipment occurs with Guildford NH, so we need to reach out to them and coordinate shipment. It should be shipped in summer or early fall. Tariffs have this far not impacted this.

There was a hugely successful household hazardous waste event in Derby. There was a steady stream of vehicles for the 4-hour event. Next event is scheduled for Westfield on June 21.

Undergoing complete overhaul of website. Have selected a vendor and met twice. In the next month, the process should be completed.

Two employees left. One employee is a highschooler pursuing something else. The other employee found another opportunity elsewhere. District is seeking to replace one of the employees.

Other Business – Surplus

In previous meetings, Paul has explained how there is currently a surplus. There has been discussion about using these funds to improve the driveway inside the fence. Paul would like to consider putting funds into capital improvement fund, and repair some of fence, and some brickwork inside of the building. These may be a part of the list of actions for the new Executive Director priorities.

With the new Director coming in, should there be a pot of funds available for them to begin new projects? This could be accomplished by putting some surplus funds into the capital improvement fund.

Motion to take 2024 surplus (\$4,846.83) and move it into the capital improvement fund. Motion 2nd. Motion approved.

Motion to adjourn, 2nd, approved @ 7:16pm.

Respectfully submitted, Shannon Choquette