

Lamoille Regional Solid Waste Management District
29 Sunset Drive, Suite 5
Morrisville, VT 05661

BOARD OF SUPERVISORS' BUSINESS MEETING
TUESDAY, NOVEMBER 14, 2023
CONDUCTED BY ZOOM

SUPERVISORS

Cathy Mander-Adams	Belvidere	Dana Sweet	Cambridge
Penelope Doherty	Craftsbury	David Whitcomb	Eden
Jane Oliphant	Elmore	Vacant	Hyde Park
Howard Romero	Johnson	Charles Cooley	Morristown
Willie Noyes	Stowe	Absent	Waterville
Phillip Wilson	Wolcott	Carl Witke	Worcester

STAFF

Susan Alexander	District Manager	Donna Griffiths	Clerk
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Willie Noyes called the meeting to order at 6:37 pm.

1. PUBLIC COMMENT

No members of the public were present.

2. APPROVE MINUTES OF OCTOBER 10, 2023 MEETING

Dana moved and Howard seconded to approve the minutes of October 10, 2023. The motion was passed unanimously.

3. FY2023 FINANCIALS

a. *Approve September 2023 Financial Reports*

Susan said we ended the first quarter \$84K in the black. That is a good place to be. Joyce just sent in a grant reimbursement request for Household Hazardous Waste. It looks like we will get another \$26K for that. **Charles moved and Cathy seconded to approve the September 2023 financial reports. The motion was passed unanimously.**

b. *Ratification of Check Register*

Jane moved and Cathy seconded to ratify the check register. The motion was passed unanimously.

c. *Pre-payment Authorizations for Large Checks*

Cathy moved to authorize pending payments in the amount of \$37,412.12. The motion was passed unanimously. (Carl joined the meeting at 6:47.)

4. DISCUSS FOR APPROVAL SICK BANK POLICY

Susan said during COVID we instituted a sick bank where one employee could donate a portion of their sick leave to another. We now have a couple of employees with ongoing

illnesses who will not be able to cover their time off with their own available leave. Employees want to be able to donate their time to others. She is asking the board to formally adopt a sick leave policy to put into the policy manual. State employees are allowed to do this and Susan used their policy as a template. Employees can donate up to 30% of their sick leave. There are criteria for people applying to take leave from the sick bank. Once time is put into the bank the donating employee can't take it out. They can't direct it to go to a certain individual. Susan makes the allocation. If two people requested leave from the sick bank she would decide how many hours each employee would receive.

Penelope said a previous employer of hers had this and it was a huge morale booster for everyone. **Penelope moved and Cathy seconded to approve the sick bank policy as presented.** Cathy said she agrees with Penelope. When she was a teacher a sick bank was available and it was needed and appreciated. **The motion was passed unanimously.**

5. UPDATES

Susan said we are in the process of having our compost facility evaluated to see if we can brand it as certified for organic. We are often asked by growers if we are certified for organic and if we are it lets us get a premium price for our compost. The inspection of the facility went well. The inspector was impressed and gave kudos to our staff. She thinks the only recommendation was to do a bioassay to make sure we don't have persistent herbicides in the compost. We would have to document that seeds we plant in the compost get past the germination stage and have no curling or discoloration of leaves. When we send our annual sample for the state they do a different bioassay for germination and we always get 100% for that. Susan explained to the inspector that persistent herbicides are most likely to come through hay or manure. We have a sole source for manure and we ask every year about where they get their hay, how the animals are pastured, etc. But we will probably also do the recommended bioassay.

We are continuing to hire site attendants. A couple of part-time employees have taken on extra shifts. Susan has 5 or 6 applications. Next week's paycheck will include a holiday bonus.

The cylinder on the compactor is leaking again. We will have to pull it out next Tuesday to have it repaired. There will probably be limitations on what people can bring to Stowe while it is out. There is some leftover grant money we were going to use on the Stowe Electric building. Susan is going to see if we can be allowed to use it for the cylinder instead.

Cathy asked about the beeswax wrap workshops listed on the agenda. Susan said Sara does workshops on encasing fabric in beeswax to make reusable wrap that can be used instead of plastic wrap. Hand-on craft workshops are popular. They are a good way to get people to come in so they can ask questions and get education.

6. EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTER

Cathy moved and Dana seconded to enter executive session to discuss a personnel matter. The motion was passed unanimously at 7:01. The board came out of executive session at 7:12.

Dana moved and David seconded to adjourn. The motion was passed unanimously.

Chair Willie Noyes adjourned the meeting at 7:12 PM.

Respectfully submitted,

Donna Griffiths, District Clerk

Date

Willie Noyes, Chair

Date