



## DISTRICT BOARD OF REPRESENTATIVES MEETING MINUTES October 11, 2017

**Representatives and Alternates Present:** Andrea Donlon – Buckland; Peg Dean – Charlemont; Jonathan Lagreze – Colrain; Lynn Rubinstein – Conway; MA Swedlund – Deerfield; Kara Leistyna – Heath; Macayalla Silver – Leverett; Lewis Becker – Leyden; Chris Boutwell – Montague; Edith Watson – New Salem; Bob MacEwen – Northfield; Terry Narkewicz – Shelburne; Dan Murphy – Sunderland; Ronnie Williams – Whately

**Representatives Absent:** Ron Andrews – Bernardston; Pete Sanders – Erving; Arthur Cohen – Gill; Lloyd Crawford – Hawley; Nathan L'Etoile – Northfield; Tom Fydenkevez – Sunderland; Michael Mankowsky – Warwick; Alex Lankowski – Wendell

**Others Present:** Jan Ameen – Executive Director; Amy Donovan – Program Director; Susan Conger – Administrative Assistant

The meeting was held at 50 Miles Street, Greenfield. It was called to order at 7:05 p.m.

**I. Review and Accept Minutes:** A motion was made by Terry Narkewicz and seconded by Chris Boutwell to approve the minutes of the May 17, 2017 meeting. Passed unanimously.

**II. Election of Officers:** Paper ballots were distributed, and the following slate was unanimously elected: Jonathan Lagreze – Chair; Chris Boutwell – Vice-Chair; M.A. Swedlund – Treasurer; Susan Conger – Clerk.

**III. Formation of Committees:** A motion was made by Lynn Rubinstein and seconded by Terry Narkewicz that these Board members comprise the *Finance Committee*: Chris Boutwell, Arthur Cohen, Andrea Donlon, Jonathan Lagreze, Bob MacEwen, M.A. Swedlund. Passed unanimously.

A motion was made by Ronnie Williams and seconded by Kara Leistyna that these Board members comprise the *Personnel Committee*: Chris Boutwell, Jonathan Lagreze, Kara Leistyna, Terry Narkewicz. Passed unanimously.

**IV. Leyden Withdrawal Amendment:** Jan reminded the Board of the legal process for Leyden's withdrawal, and of the amendment to the District Agreement necessary to allow it to go forward. A motion was made by M.A. Swedlund and seconded by Kara Leistyna to adopt the proposed amendment as written. Motion passed with one "no" vote.

**V. New Computers Purchase:** As of Friday, October 6<sup>th</sup>, the District office has new computers, new software, a new backup system, and a security firewall. The total cost will be approximately \$10,000. The Board discussed proper storage strategies for the two backup drives, and recommended that there always be one stored off-site, such as in a safety deposit box. Jan will research renting a safety deposit box.

**VI. Executive Director's Report:** Every District town received grant money from the DEP this year, in amounts ranging from \$500 to \$7,200. Most towns received \$3,500 or more. District towns also received a total of \$23,632 this year from the Springfield MRF for their recyclables. For more details, see the Executive Director's report.

**VII. Program Director's Report:** This year, ten schools sent student volunteers to work with Amy's recycling and composting team at the Franklin County Fair. Amy is planning a full-day training for transfer station attendants in the late autumn or early winter. For more details, see the Program Director's report.

**VIII. Town Reports / New Business / Schedule Next Meeting:**

The next Board meeting is scheduled for Wednesday, November 15, 2017 at 7 p.m.

The meeting adjourned at 8:40 p.m.

The following written materials were used at the meeting:

- Executive Director's Report
- Program Director's Report
- Proposed Amendment allowing withdrawal of Town of Leyden from FCSWMD