



## DISTRICT BOARD OF REPRESENTATIVES MEETING MINUTES January 16, 2019

**Representatives and Alternates Present:** Andrea Donlon – Buckland; Jonathan Lagreze – Colrain; Lynn Rubinstein – Conway; Irene Clancy – Deerfield; MA Swedlund – Deerfield; Pete Sanders – Erving; Arthur Cohen – Gill; Kara Leistyna – Heath; Annette Herda – Leverett; Chris Boutwell – Montague; Bob MacEwen – Northfield; Priscilla Curtis – Orange; Robbie Chiodo – Wendell; Larry Kuttner – Whately

**Representatives Absent:** Justin Lawrence – Bernardston; Bob Root – Hawley; Terry Narkewicz – Shelburne; Michael Mankowsky – Warwick;

**Others Present:** Jan Ameen – Executive Director; Amy Donovan – Program Director; Debbie Barton-Duprey – 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 MA Swedlund and seconded by Chris Boutwell to approve the minutes of the November 7, 2018 meeting. Passed. Priscilla Curtis abstained.

A public hearing was opened at 7:12 p.m. No members of the general public were present.

**II. FY20 Budget:** After the November 2018 board meeting, the proposed FY20 budget was revised. The 50 Miles Street building is for sale and the District's lease will end June 30, 2019. Jan has researched the market price for rental space and increased the rent budget. With the increase in the postage machine costs, the total assessment increase will be 2.2% for FY20. The health insurance rate did not change in FY19 so the 10% increase will be carried into FY20. Montague has ceased using the sludge hauling contract which results in a loss of administrative revenue in FY20. Jan has used reserve funds to balance the FY20 budget.

The public hearing was closed at 7:35 p.m.

A motion to approve the revised FY20 budget dated January 16, 2019 as presented was made by Chris Boutwell and seconded by Arthur Cohen. Passed unanimously.

**III. Personnel Policy Modification – Vacation Payout:** The District’s Personnel Policy’s vacation section was modified to address vacation carry-over and payout provisions. Lynn Rubenstein made a motion to accept the modification and Chris Boutwell seconded.

Passed unanimously.

**IV. Executive Director’s Report:** Jan talked about the new 10-year recycling processing contract beginning July 1, 2020. Because of the timing, our legal counsel has drafted a warrant article for all District member towns for their Spring 2019 town meetings. This will authorize the selectboard to determine if the contract is in the best interest of the town and to sign the 10-year contract. This would avoid a special town meeting in the fall. The agricultural plastic recycling program has stopped due to no longer having a vendor for the material. Discussed was the importance of the transfer station attendants communicating that the facility has to be plowed/sanded before a pick up from Waste Management. They will charge a minimum of \$150.00 “missed call” fee if they cannot enter the facility safely. Jan will be going over the Recycling Dividend Program (RDP) for most towns to look at how they can earn additional points and thus, additional funds. For more details, see the Executive Director’s report.

**V. Program Director’s Report:** “Clean Sweep” Bulky Waste days are tentatively being planned for May 18 and October 19, 2019. The annual Hazardous Waste Day is set for September 21, 2019. Amy is managing our Facebook page. Greening Greenfield and Common Good have provided us with a \$1,500 grant to offer trainings, education and technical assistance to each Greenfield school. The MAB Education Subcommittee is getting ready to order free educational materials for member towns. Amy has ordered 2 of Jack Golden’s “Garbage is My Bag” presentations, several signs for the 17 transfer stations, recycling brochures, magnets and stickers. For more details, see the Program Director’s report.

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

The next Board meeting is scheduled for Wednesday, May 15, 2019 at 7 p.m.

Motion to adjourn the meeting was made by MA Swedlund and second by Chris Boutwell. Passed.

The meeting adjourned at 8:39 p.m.

The following written materials were used at the meeting:

- Proposed FY20 Budget
- Personnel Policy Modification-Vacation Payout
- October 2018 Clean Sweep Report
- Executive Director’s Report
- Program Director’s Report

Minutes submitted by Robbie Chiodo, Clerk.