



## DISTRICT BOARD OF REPRESENTATIVES MEETING MINUTES December 11, 2019

**Representatives and Alternates Present:** Justin Lawrence – Bernardston; Andrea Donlon – Buckland; Jonathan Lagreze – Colrain; MA Swedlund – Deerfield; Reenie Clancy – Deerfield; Pete Sanders – Erving; Arthur Cohen – Gill; Annette Herda – Leverett; Chris Boutwell – Montague; Priscilla Curtis – Orange; Terry Narkewicz – Shelburne; Doug Tanner – Wendell; Larry Kuttner – Whately

**Representatives Absent:** Marguerite Willis – Charlemont; Jay Healy – Charlemont; Lynn Rubinstein – Conway; Bob Root – Hawley; Hilma Sumner – Heath; Bob MacEwen – Northfield; Ed Billiel; Tom Fydenkevez – Sunderland; Michael Mankowsky – Warwick; David Koester – Warwick; Quint Dawson – Whately

**Others Present:** Jan Ameen – Executive Director; Amy Donovan – Program Director; Stephanie Meehleder – Administrative Assistant

The meeting was held at 117 Main Street, 2<sup>nd</sup> Floor, Greenfield. It was called to order at 6:10 p.m.

The Executive Director introduced Stephanie Meehleder, the new Administrative Assistant/Bookkeeper, to the board.

**I. Review and Accept Minutes:** A motion was made by Terry Narkewicz and seconded by Chris Boutwell to approve the minutes of the September 18, 2019 meeting. Motion passed unanimously.

**II. FY19 Audit:** A motion was made by MA Swedlund to approve the FY19 audit and seconded by Chris Boutwell. Motion passed unanimously. Jan will send the audit to all towns.

**III. FY21 Budget:** There were 2 drafts that were proposed for the FY21 budget; one with 70% assessment and one with 65% assessment. The longstanding assessment percentage has been 65%. There was lengthy discussion about the pros and cons of each draft. A motion was made by Doug Tanner to approve the proposed FY21 budget draft with 70% assessment. The motion was seconded by Pete Sanders. In favor were 9, opposed were 2, 1 abstained and 1 absent (left before vote). The motion passed.

**IV. Recycling Processing Contract:** Jan had a PowerPoint presentation outlining the details of the new contract. She will keep the board updated on any new information.

**V. Office Move Update:** The office has settled into the new location and is able to serve and meet the needs of the public. The office staff is continuing outreach to inform the communities and vendors of our new location. Overall, the space is serving the District's needs well.

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

The next Board meeting is scheduled for Wednesday, January 15, 2020 at 6 p.m.

The meeting adjourned at 8:20 p.m.

The following written materials were used at the meeting:

- FY19 Audit
- FY19 Profit & Loss Budget vs. Actual
- FY21 Proposed Budget Draft 1 and 2
- CY 2018 MRF Tonnages - FCSWMD