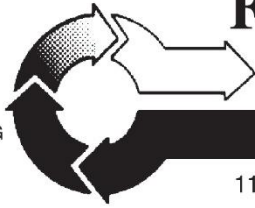


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Franklin County Solid Waste Management District

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DISTRICT BOARD OF REPRESENTATIVES MEETING MINUTES November 17, 2021

Representatives and Alternates Present: Justin Lawrence – Bernardston; Andrea Donlon – Buckland; Jonathan Lagreze – Colrain; Lynn Rubinstein – Conway; MA Swedlund – Deerfield; Bryan Smith – Erving; Hilma Sumner – Heath; Chris Boutwell – Montague; Amy Fagin – New Salem; Bob MacEwen – Northfield; Terry Narkewicz – Shelburne; Doug Tanner – Wendell; Laurie DiDonato (alternate) – Wendell; Larry Kuttner – Whately

Representatives Absent: Marguerite Willis – Charlemont; Arthur Cohen – Gill; Bob Root – Hawley; Annette Herda – Leverett; Ed Billiel – Orange; Priscilla Curtis – Orange; Michael Mankowsky – Warwick

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

This was a virtual meeting via Zoom. The meeting was called to order at 6:12 p.m.

I. Review and Accept Minutes: A motion was made by Chris Boutwell to approve the minutes of the May 19, 2021 meeting and seconded by Larry Kuttner. Motion to approve was unanimous.

II. Election of Officers: The election of officers was conducted without paper ballots. Current officers are Jonathan Lagreze – Chair, Chris Boutwell – Vice Chair, and MA Swedlund – Treasurer. Each officer opted to remain in their current roles. Jonathan made a motion to put the ballot out as a whole. Bryan Smith seconded the motion. The board unanimously voted in favor.

III. FY21 Financial Audit: An independent financial audit for last fiscal year was conducted by Roselli, Clark & Associates. The report was discussed. A hard copy will be sent to all town Selectboards and Finance Committees. Motion was made by Bryan Smith to accept Independent Auditors' Report and was seconded by Chris Boutwell. Motion passed unanimously.

IV. FY23 Draft Budget: The FY23 budget proposal was presented and discussed. A motion was made by Bryan Smith to approve the FY23 proposed budget and was seconded by Amy Fagin. Motion passed unanimously. The FY23 proposed budget will be sent to each town for review. The FY23 budget will be presented for final adoption in January 2022.

(over)

V. Executive Director's Report: The district will be purchasing a newer pick-up truck from the Town of Erving. The Prevailing Wage case that the district and the Hilltown Resource Management Cooperative (our sister agency) had launched in 2020 has been settled in Superior Court which ruled in our favor. The AMV & Net Revenue Report for FY22 to date was discussed. DEP just announced the Recycling Dividend Program (RDP) grant fund awards totaling \$94,250. All towns except for Hawley and Sunderland have been awarded RDP Funds. Also, the district assisted in a shredding event. There were 3 locations including Deerfield, Erving and Buckland. The district has been working with Montague and the COG on a feasibility study for a regional sludge composting facility for participating towns. Jan is still working on OSHA training for transfer station attendants. More detailed information can be found in the Executive Director's Report.

VI. Program Director's Report: Amy is currently coordinating special waste hauls including freon, fluorescent light bulbs and ballasts, e-waste and propane tanks from District transfer stations. She's been using a new system with Google forms which allows the site managers to fill out a survey to more easily communicate the materials that need to be picked up. As a member of the Springfield MRF Advisory Board, Amy has been updating, coordinating and distributing recycling brochures, post cards and signs for transfer stations. She's also on the subcommittee that is creating educational videos which will be posted on the Springfield MRF website when completed. More detailed information can be found in the Program Director's Report.

VII. Other Business / Next Meeting: Next meeting January 19, 2022

Jonathan Lagreze moved to adjourn the meeting and was seconded by Amy Fagin. Motion to adjourn the meeting passed unanimously. Meeting adjourned at 7:56 pm

The following written materials were used at the meeting:

- Excerpt from Independent Auditors' Report
- FY21 Final Budget, Budget vs. Actual
- FY23 Draft Budget
- Town Assessment Calculation