

**DISTRICT BOARD OF REPRESENTATIVES
MEETING MINUTES
November 19, 2025**

Representatives and Alternates Present: Andrea Donlon – Buckland; Benjamin Eastman – Colrain; Lynn Rubinstein – Conway; MA Swedlund – Deerfield; Bryan Smith – Erving; Vicky Jenkins – Gill; Annette Herda – Leverett; Chris Boutwell – Montague; Priscilla Curtis – Orange; Terry Narkewicz – Shelburne; Asa de Roode – Wendell; Larry Kuttner – Whately

Representatives Absent: Marti Ferguson – Buckland; Wilder Sparks – Charlemont; Will Cosby – Hawley; Elissa Viarengo – Heath; Bob MacEwen – Northfield; Dan Poplawski – Rowe; Dan Murphy – Sunderland; Michael Mankowsky – Warwick

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

This meeting was held at the Olver Transportation Center, 12 Olive Street, Greenfield with a virtual option via Zoom. The meeting was called to order at 6:07 p.m.

I. Review and Accept Minutes: A motion was made by Terry Narkewicz and seconded by Ben Eastman to approve the minutes of the September 17, 2025 meeting. Motion passed unanimously.

II. FY25 Financial Audit – motion to table: Jan reported that the release of the FY25 independent financial audit, conducted by Roselli, Clark & Associates, has been delayed because of a delay in the release of the financials from the Franklin Regional Retirement System. A release date has not been determined at this time. A motion was made by Terry Narkewicz to table the auditor's report and seconded by Ben Eastman. Motion passed unanimously.

III. FY27 Proposed Budget: The FY27 proposed budget was presented and discussed. Motion was made by Bryan Smith to accept the proposed budget and was seconded by Vicky Jenkins. Motion passed unanimously. Jan will send the proposed budget to all towns for review and comments.

IV. Executive Director's Report: There will be an article in The Recorder regarding the District receiving a \$7500 micro-grant from MassDEP. This grant supports an expansion of repair events in the District. This grant will be used for hiring a contract employee to develop and implement three repair events in clusters of towns. The MRF processing fee has increased due to a drop in value of plastics. Grant funding from the Recycling Dividend Program has increased from \$350 to \$600 per point. Participating towns will receive a higher grant award.

The current textile recycling vendor has not performed as well as expected and Jan is working with another possible vendor. Jan is currently conducting transfer station inspections and will provide a report at a later date. More detailed information can be found in the Executive Director's report.

V. Program Director's Report: Amy shared that the current Going Green insert was included in the November 19th Recorder, Daily Hampshire Gazette and Athol Daily News. Her column, "Ask the Recycle Maven" featured a piece on recycling styrofoam packing materials. Household Hazardous Waste Day was held in September and Clean Sweep in October. The Clean Sweep Bulky Waste Recycling Day triggers special waste pick-ups at District transfer stations. Amy coordinated 39 individual pick-ups in the week after Clean Sweep, including tires, propane tanks, and freon removal for appliances like refrigerators, air conditioners and dehumidifiers. Amy conducted a training for the new Heath transfer station attendant. NLR is our new vendor for fluorescent light bulbs and ballasts. They have just completed a full pick-up at schools within the district and they will pick up at several transfer stations on December 4. Amy is back working with area schools, assisting them with their compost programs. Most recently, she worked with Sunderland Elementary School's two third grade classes to set up an onsite compost bin in their pollinator garden. More detailed information can be found in the Program Director's report.

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

The next board meeting is currently scheduled for Wednesday, January 28, 2026.

Ben Eastman moved to adjourn the meeting and seconded by Bryan Smith. Motion passed unanimously. The meeting adjourned at 7:00 p.m.

The following written materials were used at the meeting:

- FY27 proposed budget