



Board of Supervisors Meeting
Conducted by Zoom
January 12, 2021
6:30 pm

AGENDA

- 1) Public Comment
- 2) Approve minutes of December 8, 2020 meeting
- 3) FY2021 Financials
 - a. Approve November 2020 Financial Reports (in this packet)
 - b. Ratification of Check Register (will be emailed to you next week)
 - c. Pre-payment Authorizations for Large Checks (will be emailed to you next week)
- 4) Other Business and Updates:
 - a. LRSWMD customer survey
 - b. Recycling Webinars: Jan 26 6:30 pm and Jan 27 11:30 am
 - c. MLK Holiday: Stowe will be open, office will be closed

LRSWMD Mission Statement: *Our mission is to reduce the quantity and toxicity of the trash generated and going to the landfill while maintaining or improving overall environmental quality (air, water, and soil), treating customers and employees with respect, and operating within a balanced budget*



DRAFT

Lamoille Regional Solid Waste Management District
29 Sunset Drive, Suite 5
Morrisville, VT 05661

BOARD OF SUPERVISORS' BUSINESS MEETING
TUESDAY, DECEMBER 8, 2020
REMOTE PARTICIPATION USING ZOOM

SUPERVISORS

Cathy Mander-Adams	Belvidere	Dana Sweet	Cambridge
Adrian Owens	Craftsbury	David Whitcomb	Eden
Jane Oliphant	Elmore	Marilyn Zophar	Hyde Park
Vacant	Johnson	Charles Cooley	Morristown
Willie Noyes	Stowe	Vacant	Waterville
Absent	Wolcott	Absent	Worcester

STAFF

Susan Alexander	District Manager	Donna Griffiths	Clerk
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Chair Willie Noyes called the meeting to order at 6:33 pm.

1. PUBLIC COMMENT

There was none.

2. APPROVE MINUTES OF NOVEMBER 10, 2020 MEETING

Dana moved and David seconded to approve the minutes of November 10, 2020. The motion was passed unanimously.

3. FY2020 FINANCIALS

a. *Approve October 2020 Financial Reports*

Susan said our HRA account will look different starting in the beginning of 2021. We are keeping the same insurance plan and program but Blue Cross/Blue Shield has taken on a new HRA program that is embedded in their services. Our HRA account will be under Blue Cross/Blue Shield. It will save us a little on fees.

Net income is in the black almost \$35K at 33% of the way through the year. Bottle redemption is behind last year by \$26K but that is pass-through income and it is down because redemption was closed for most of the year. C&D disposal income from C&D that comes into our facilities is almost \$6K less than last year, but C&D surcharge is up. We haven't yet taken the \$40K out of the capital budget to put into the operating checking account. There has been a big increase in compost bin sales due to the July 1 ban. MSW disposal income, organics income and recycling income are up. MSW surcharge income is down. Insurance is up. Payroll is up because of a shift differential that never got added into this budget.

Charles said the financials look great, especially considering that we haven't moved the \$40K in yet and considering the pandemic. Susan said we have plans to make purchases this year with some of the \$40K.

Adrian moved to approve the October 2020 financial reports and the motion was seconded and passed unanimously.

b. Ratification of Check Register

Charles moved and Dana seconded to ratify the check register. The motion was passed unanimously.

c. Pre-payment Authorizations for Large Checks

Cathy moved and Dana seconded to authorize pending payments in the amount of \$44,754.93. The motion was passed unanimously.

4. OTHER BUSINESS AND UPDATES

Susan said we had \$25K left over from the \$55K organics infrastructure grant. We had planned to build a new feedstock shed but we figured out that we don't need it right now. We asked the state if we could reassign the money left over (\$12K of our money and \$8K from the state) to build the bay walls higher and to buy another tote tipper. We are going to put a trailer at Stowe for food. Rather than bringing 70 totes to Johnson we are going to have customers put food scraps into totes and have a tipper at Stowe to tip into the totes into the trailer. The new tipper will stay at Stowe and then the trailer will come to Johnson and dump the scraps. That should save 4-6 hours a week on tipping. The state has approved that change.

At Lamoille Soil we are in transition. Chris has left and we are backfilling his position with a couple of different team members. One will do hauling and tipping and one will deal with commercial haulers. Unfortunately we had an employee quit last week who had been putting in time at Lamoille Soil. The employee had been doing a fine job but decided to resign to do something different.

We still have a staffing shortage. If we get a COVID case even the larger sites may need to close. People should be prepared for that possibility. We hired someone one day a week to help out on Saturdays. Susan asked board members to pass the word that we are hiring at a starting wage of \$15/hr.

Adrian asked about using Sterling College students here on break. Would it be helpful to have someone who didn't have a car but could make it to the Craftsbury station? Susan said possibly. Maybe we can look into giving them a stipend as volunteers. All volunteers are covered by our insurance policy. Cathy asked if Elly has reached out to the Waste Warriors. Susan said she thinks Elly has tapped them out as much as possible. Putting someone on the payroll only for a short time is a lot of work.

Susan said every year we give employees a small holiday bonus. Our auditors said we should stop giving them cash cards and put the cash back into their paychecks. That gets taxed and looks less like a gift, but we had to do it that way. The part of our LGER grant

application that was for cash cards was rejected by the state treasurer so we asked if we could reapply for the same amount of money to give to employees on their paychecks and that was approved.

It doesn't look like the plan we came up with over a year ago for the Stowe Electric Department building will change significantly. James and Susan are going to meet to talk about it. We will probably hire someone to do a big clean on one side, where reuse will be. Susan doesn't think the budget will change significantly. We may not have to meet as many expensive Stowe DRB and fire marshal conditions if we won't be putting our offices on the second floor. We also have to look at ADA. Because we invite the public into the building we may have to have ADA access.

Susan said we are staying with our current Blue Cross Blue Shield insurance, a low premium high deductible plan that only covers employees, not families. We will save a little on fees because the HRA will now be embedded in that plan.

Almost 2 years ago we signed up for SymQuest. Elly and Susan plan to keep using them for our printers but for our computers our month-to-month contract fee does not seem worth the service and they may choose a local IT company instead.

Willie mentioned the new gate in front of the hopper at Stowe. He got an email from someone who says he has trouble dumping his barrel with the gate closed. Willie told him he can request to have it opened but it seems like a waste of employee time to have to open the gate. He doesn't know if there is another solution. Susan said we might cut a small hole in the gate so barrels fit better, but it might still not be big enough. We heard from a couple of people about difficulty with the new gate and are going to try to refine it. For anyone with a dump truck we will unlock the gate.

Willie said someone called him about redemption this morning. People can still leave bottles if they want to donate them, right? Susan said yes. We give the money to the local food pantry and United Way and right now they are very happy to get that money.

There was discussion about the stress staff and customers have been under and the staff shortage. Phil asked if increasing the starting pay to \$15/hr helped increase applications. Susan said it did. When we did that we had to bump up pay for other employees as well. Hiring someone to work Saturdays is hard so we gave everyone a weekend bonus. A full-time position at \$15/hr is a much more attractive proposition because employees get health insurance, vacation and access to a retirement plan. It might work better if we could figure out a way to have more full-time employees and fewer part-time employees. Willie asked if any employees get overtime. Susan said we do put some on overtime. Jane suggested we might want to put up signs saying something like "Be kind, times are tough." Susan said she will mention that to Elly and James.

Cathy moved and Jane seconded to adjourn.
Chair Willie Noyes adjourned the meeting at 7:21 PM.

Respectfully submitted,

Donna Griffiths, District Clerk

Date

Willie Noyes, Chair

Date

Lamoille Regional Solid Waste Mgt District
Profit & Loss Prev Year Comparison
 July through November 2020

	Jul - Nov 20	Jul - Nov 19	\$ Change
Ordinary Income/Expense			
Income			
Appliances	2,200.00	1,380.00	820.00
Batteries	494.50	414.25	80.25
Book Recycling Income	265.00	509.00	-244.00
Bottle Redemption Program			
Bottle Redemption - Distributor	13,008.20	54,768.00	-41,759.80
Total Bottle Redemption Program	13,008.20	54,768.00	-41,759.80
Bulky Waste	17,648.00	15,552.00	2,096.00
C&D Disposal Income	46,609.00	49,912.40	-3,303.40
Call2Recycle Battery Reimburse	901.00	428.50	472.50
Capital Reserve Transfers	0.00	40,000.00	-40,000.00
Compost Bin Sales			
Accessories for Green Cone	30.00	57.00	-27.00
Bucket - Lamoille Soil Kit	4,285.00	765.00	3,520.00
Donations of composters & KCs	0.00	61.33	-61.33
Filters for Kitchen Collectors	37.00	16.00	21.00
Green Cone Sales	7,015.00	690.00	6,325.00
Kitchen Collectors	1,370.00	211.30	1,158.70
Lids for Buckets	77.00	10.00	67.00
Compost Bin Sales - Other	2,448.00	700.00	1,748.00
Total Compost Bin Sales	15,262.00	2,510.63	12,751.37
Compost Product Sales			
Bucket of Finished Compost	150.00	40.00	110.00
Cubic Yard of Finished Compost	920.00	456.00	464.00
Refills of Finished Compost	27.00	3.00	24.00
Compost Product Sales - Other	52.00	702.00	-650.00
Total Compost Product Sales	1,149.00	1,201.00	-52.00
E-waste Reimbursement	3,599.36	3,322.88	276.48
Electronics Recycling Program			
Television Monitors	200.00	125.00	75.00
Electronics Recycling Program - Other	1,314.00	1,301.00	13.00
Total Electronics Recycling Program	1,514.00	1,426.00	88.00
Fluorescent Bulbs			
Hg Bulb Reimbursement	3.00	0.00	3.00
Fluorescent Bulbs - Other	328.07	328.73	-0.66
Total Fluorescent Bulbs	331.07	328.73	2.34
Freon Appliances	6,468.00	5,832.00	636.00
Grants			
Grant Income - HHW	14,770.32	11,986.34	2,783.98

Lamoille Regional Solid Waste Mgt District
Profit & Loss Prev Year Comparison
 July through November 2020

	Jul - Nov 20	Jul - Nov 19	\$ Change
Grant Income - VLCT	3,202.11	0.00	3,202.11
Grants - Other	20,875.94	0.00	20,875.94
Total Grants	38,848.37	11,986.34	26,862.03
Hauler's License Fees	75.00	30.00	45.00
HHW CEG Businesses	5,025.63	5,802.00	-776.37
Interest Income	591.92	869.48	-277.56
Leaf & Yard Waste	363.00	376.25	-13.25
Miscellaneous Income	-9.00	0.00	-9.00
MSW Disposal Income	346,436.60	306,513.46	39,923.14
Organics - Compost Residential			
Commercial Organics Tip Fee	2,112.25	1,161.70	950.55
Organics - Compost Residential - Other	11,224.00	2,984.00	8,240.00
Total Organics - Compost Residential	13,336.25	4,145.70	9,190.55
Overages/Shortages	200.90	206.66	-5.76
Plastic film	634.25	476.75	157.50
Propane Tanks	576.50	373.00	203.50
Recycling Income	91,920.62	77,840.95	14,079.67
Recycling Sales of Bins	115.00	135.00	-20.00
Scrap Metal	16,317.17	13,172.88	3,144.29
Stump Dump	408.00	233.00	175.00
Surcharge - C&D - Haulers	79,654.89	58,276.26	21,378.63
Surcharge - MSW - Haulers	104,516.66	112,896.38	-8,379.72
Textiles	495.50	2,030.50	-1,535.00
Tire Income	11,874.00	8,142.00	3,732.00
Total Income	820,830.39	781,092.00	39,738.39
Gross Profit	820,830.39	781,092.00	39,738.39
Expense			
Advertising	437.98	306.97	131.01
Book Recycling	50.00	0.00	50.00
Bottle Redemption Payout	940.00	28,213.80	-27,273.80
Clerk Stipend	583.35	583.35	0.00
Compost Bin Purchase			
Donated C-Bins; KCs; Finished	0.00	61.33	-61.33
Green Cone Accessories	27.41	0.00	27.41
Green Cone Purchase	5,366.50	0.00	5,366.50
Lids for Buckets	2,366.44	0.00	2,366.44
Purchase of Kitchen Collectors	1,170.00	1,575.00	-405.00
Toters	532.50	0.00	532.50

Lamoille Regional Solid Waste Mgt District
Profit & Loss Prev Year Comparison
 July through November 2020

	Jul - Nov 20	Jul - Nov 19	\$ Change
Compost Bin Purchase - Other	3,269.60	0.00	3,269.60
Total Compost Bin Purchase	12,732.45	1,636.33	11,096.12
Conferences	0.00	1,112.81	-1,112.81
COVID-19 EXPENSES	2,066.61	0.00	2,066.61
Disposal MSW	123,496.95	119,665.05	3,831.90
Disposal Tip Fee			
Craftsbury Tip Fee at STS	1,909.12	2,441.39	-532.27
Eden Tip Fee at STS	0.00	2,725.45	-2,725.45
Morrisville Tip Fee at STS	2,331.18	3,357.20	-1,026.02
Disposal Tip Fee - Other	123.52	0.00	123.52
Total Disposal Tip Fee	4,363.82	8,524.04	-4,160.22
Donations	5,201.15	3,312.76	1,888.39
Electronic Waste Processing	1,226.20	1,121.15	105.05
Equipment			
Purchase	20,577.76	33,413.05	-12,835.29
Rental	400.00	1,249.00	-849.00
Repairs/Maintenance	2,463.79	29,085.66	-26,621.87
Equipment - Other	33.99	0.00	33.99
Total Equipment	23,475.54	63,747.71	-40,272.17
Feedstocks	2,704.00	525.00	2,179.00
Fluorescent Bulb Recycling	388.79	420.59	-31.80
Freon Removal	4,860.00	3,824.00	1,036.00
Fuel			
Off Road Diesel	320.67	552.69	-232.02
Fuel - Other	2,161.09	2,365.49	-204.40
Total Fuel	2,481.76	2,918.18	-436.42
Green Up Day			
Town Contributions	0.00	1,200.00	-1,200.00
Total Green Up Day	0.00	1,200.00	-1,200.00
Hauler Audits	422.55	585.00	-162.45
Hauling			
Glass	750.00	0.00	750.00
MSW	13,946.40	12,347.22	1,599.18
Recycling	21,002.28	24,269.23	-3,266.95
Hauling - Other	0.00	50.00	-50.00
Total Hauling	35,698.68	36,666.45	-967.77
HHW Collections			
Disposal Contract	22,651.00	21,656.85	994.15

Lamoille Regional Solid Waste Mgt District
Profit & Loss Prev Year Comparison
 July through November 2020

	Jul - Nov 20	Jul - Nov 19	\$ Change
HHW Events Ads	502.36	555.47	-53.11
Rolloff Rental & Disposal	639.25	1,335.70	-696.45
Total HHW Collections	23,792.61	23,548.02	244.59
Insurance			
Automobile Insurance	1,385.60	1,465.50	-79.90
Dental Insurance	1,338.84	1,487.60	-148.76
Employee Crime	345.60	307.00	38.60
Employer Practices Liability	1,890.50	1,691.00	199.50
Health Insurance	28,012.31	25,876.37	2,135.94
Property & Casualty	4,141.80	3,876.50	265.30
Public Officials Liability	150.00	150.00	0.00
Vision Plan	207.45	184.40	23.05
Workers Comp Insurance	57,461.50	40,453.50	17,008.00
Total Insurance	94,933.60	75,491.87	19,441.73
Maintenance Agreements	847.20	2,854.30	-2,007.10
Maple tubing process fee	0.00	700.00	-700.00
Meetings	200.58	74.39	126.19
Memberships	2,950.37	1,982.37	968.00
Newsletter Printing & Postage	5,682.85	5,468.16	214.69
Office Supplies	747.45	87.96	659.49
Organics Pick Up	184.00	0.00	184.00
Other Expenses	1,205.00	0.00	1,205.00
Outreach-Advertising & Promo	1,306.45	23.18	1,283.27
Outreach-Programs	766.00	761.88	4.12
Payroll Expenses			
COVID Payroll Expenses	751.89	0.00	751.89
Payroll Direct Deposit Fees	8.75	178.00	-169.25
Payroll FICA /Medicare Expense	13,955.50	12,892.53	1,062.97
Payroll Unemployment Expense	3,395.83	3,269.95	125.88
Payroll Expenses - Other	224,336.83	207,947.40	16,389.43
Total Payroll Expenses	242,448.80	224,287.88	18,160.92
Pension Plan - Employer Share	3,654.13	2,967.88	686.25
Plastic Bag Recycling Fee	250.00	420.00	-170.00
Postage	856.64	743.40	113.24
Professional Fees			
Accounting	7,200.00	7,050.00	150.00
Consulting	2,317.50	7,010.98	-4,693.48
District Manager	28,849.36	27,281.38	1,567.98
ECO AmeriCorps	4,000.00	1,850.00	2,150.00
Legal Fees	20.00	377.13	-357.13
Total Professional Fees	42,386.86	43,569.49	-1,182.63

Lamoille Regional Solid Waste Mgt District
Profit & Loss Prev Year Comparison
 July through November 2020

	Jul - Nov 20	Jul - Nov 19	\$ Change
Propane Tank Recycling	195.00	289.50	-94.50
Recycling Mat'l Processing Fees			
Glass Recycling Process Fee	1,360.00	0.00	1,360.00
Myers C&D Recycling	817.92	654.62	163.30
Recycling Mat'l Processing Fees - Other	51,615.18	44,264.53	7,350.65
Total Recycling Mat'l Processing Fees	53,793.10	44,919.15	8,873.95
Rent	11,532.90	6,640.00	4,892.90
Scale Fees - Minimum Weight	-1,846.59	0.00	-1,846.59
Signage	112.72	306.38	-193.66
Snow Removal	0.00	510.00	-510.00
Software	1,667.86	1,719.54	-51.68
Stump Dump Management	0.00	680.00	-680.00
Subscriptions & Publications	334.81	45.00	289.81
Supplies - Stipans	5,361.50	3,512.71	1,848.79
SWIP Survey	0.00	539.55	-539.55
Testing and Analysis	239.50	67.00	172.50
Tire Disposal/Recycling	12,169.00	7,968.00	4,201.00
Transfer Station			
Maintenance	2,777.00	28,188.28	-25,411.28
Site Work	4,814.58	0.00	4,814.58
Transfer Station - Other	60.01	12.48	47.53
Total Transfer Station	7,651.59	28,200.76	-20,549.17
Travel & Meals	1,020.08	3,686.53	-2,666.45
Treasurer Stipend	1,125.00	1,125.00	0.00
Uniforms	3,158.04	3,131.85	26.19
Utilities			
Electric/Water/Sewer	3,181.48	3,082.06	99.42
Heating	288.75	620.38	-331.63
Telephone and Internet	4,203.87	4,027.57	176.30
Toilet Rental	2,945.00	2,435.00	510.00
Total Utilities	10,619.10	10,165.01	454.09
Work Crews - VOWP	0.00	600.00	-600.00
Total Expense	750,475.98	771,449.95	-20,973.97
Net Ordinary Income	70,354.41	9,642.05	60,712.36
Net Income	70,354.41	9,642.05	60,712.36

Lamoille Regional Solid Waste Mgt District
Profit & Loss Budget vs. Actual
 July through November 2020

	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Administrative Fees	0.00	1,000.00	-1,000.00	0.0%
Appliances	2,200.00	3,100.00	-900.00	71.0%
Batteries	494.50	1,100.00	-605.50	45.0%
Book Recycling Income	265.00	900.00	-635.00	29.4%
Bottle Redemption Program				
Bottle Redemption - Distributor	13,008.20	119,000.00	-105,991.80	10.9%
Total Bottle Redemption Program	13,008.20	119,000.00	-105,991.80	10.9%
Bulky Waste	17,648.00	33,000.00	-15,352.00	53.5%
C&D Disposal Income	46,609.00	118,000.00	-71,391.00	39.5%
Call2Recycle Battery Reimburse	901.00	800.00	101.00	112.6%
Compost Bin Sales				
Accessories for Green Cone	30.00			
Bucket - Lamoille Soil Kit	4,285.00			
Filters for Kitchen Collectors	37.00			
Green Cone Sales	7,015.00			
Kitchen Collectors	1,370.00			
Lids for Buckets	77.00			
Compost Bin Sales - Other	2,448.00	5,000.00	-2,552.00	49.0%
Total Compost Bin Sales	15,262.00	5,000.00	10,262.00	305.2%
Compost Product Sales				
Bucket of Finished Compost	150.00			
Cubic Yard of Finished Compost	920.00			
Refills of Finished Compost	27.00			
Compost Product Sales - Other	52.00	26,500.00	-26,448.00	0.2%
Total Compost Product Sales	1,149.00	26,500.00	-25,351.00	4.3%
E-waste Reimbursement	3,599.36	8,500.00	-4,900.64	42.3%
Electronics Recycling Program				
Television Monitors	200.00			
Electronics Recycling Program - Other	1,314.00	4,500.00	-3,186.00	29.2%
Total Electronics Recycling Program	1,514.00	4,500.00	-2,986.00	33.6%
Fluorescent Bulbs				
Hg Bulb Reimbursement	3.00			
Fluorescent Bulbs - Other	328.07	1,000.00	-671.93	32.8%
Total Fluorescent Bulbs	331.07	1,000.00	-668.93	33.1%
Freon Appliances	6,468.00	12,000.00	-5,532.00	53.9%
Grants				
Grant Income - HHW	14,770.32	26,700.00	-11,929.68	55.3%
Grant Income - VLCT	3,202.11	7,300.00	-4,097.89	43.9%

Lamoille Regional Solid Waste Mgt District
Profit & Loss Budget vs. Actual
 July through November 2020

	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
Grants - Other	20,875.94			
Total Grants	38,848.37	34,000.00	4,848.37	114.3%
Hauler's License Fees	75.00	150.00	-75.00	50.0%
HHW CEG Businesses	5,025.63	10,000.00	-4,974.37	50.3%
Interest Income	591.92	1,000.00	-408.08	59.2%
Leaf & Yard Waste	363.00	700.00	-337.00	51.9%
Maple tubing	0.00	100.00	-100.00	0.0%
Miscellaneous Income	-9.00			
MSW Disposal Income	346,436.60	710,000.00	-363,563.40	48.8%
Organics - Compost Residential				
Commercial Organics Tip Fee	2,112.25	4,800.00	-2,687.75	44.0%
Organics - Compost Residential - Other	11,224.00	17,000.00	-5,776.00	66.0%
Total Organics - Compost Residential	13,336.25	21,800.00	-8,463.75	61.2%
Overages/Shortages	200.90			
Plastic film	634.25	1,000.00	-365.75	63.4%
Propane Tanks	576.50	800.00	-223.50	72.1%
Recycling Income	91,920.62	187,000.00	-95,079.38	49.2%
Recycling Sales of Bins	115.00	400.00	-285.00	28.8%
Scrap Metal	16,317.17	30,000.00	-13,682.83	54.4%
Stump Dump	408.00	500.00	-92.00	81.6%
Surcharge - C&D - Haulers	79,654.89	144,000.00	-64,345.11	55.3%
Surcharge - MSW - Haulers	104,516.66	258,000.00	-153,483.34	40.5%
Textiles	495.50	4,500.00	-4,004.50	11.0%
Tire Income	11,874.00	17,500.00	-5,626.00	67.9%
Total Income	820,830.39	1,755,850.00	-935,019.61	46.7%
Gross Profit	820,830.39	1,755,850.00	-935,019.61	46.7%
Expense				
Advertising	437.98	0.00	437.98	100.0%
Book Recycling	50.00	200.00	-150.00	25.0%
Bottle Redemption Payout	940.00	63,000.00	-62,060.00	1.5%
Clerk Stipend	583.35	1,200.00	-616.65	48.6%
Compost Bin Purchase				
Donated C-Bins; KCs; Finished	0.00	100.00	-100.00	0.0%
Green Cone Accessories	27.41			
Green Cone Purchase	5,366.50			
Lids for Buckets	2,366.44			
Purchase of Kitchen Collectors	1,170.00			
Toters	532.50			

Lamoille Regional Solid Waste Mgt District
Profit & Loss Budget vs. Actual
 July through November 2020

	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
Compost Bin Purchase - Other	3,269.60	4,800.00	-1,530.40	68.1%
Total Compost Bin Purchase	12,732.45	4,900.00	7,832.45	259.8%
Conferences	0.00	2,000.00	-2,000.00	0.0%
COVID-19 EXPENSES	2,066.61			
Disposal MSW	123,496.95	280,000.00	-156,503.05	44.1%
Disposal Tip Fee				
Craftsbury Tip Fee at STS	1,909.12	5,800.00	-3,890.88	32.9%
Eden Tip Fee at STS	0.00	6,600.00	-6,600.00	0.0%
Morrisville Tip Fee at STS	2,331.18	7,600.00	-5,268.82	30.7%
Disposal Tip Fee - Other	123.52			
Total Disposal Tip Fee	4,363.82	20,000.00	-15,636.18	21.8%
Donations	5,201.15	10,500.00	-5,298.85	49.5%
Electronic Waste Processing	1,226.20	2,800.00	-1,573.80	43.8%
Equipment				
Purchase	20,577.76	19,200.00	1,377.76	107.2%
Rental	400.00	1,300.00	-900.00	30.8%
Repairs/Maintenance	2,463.79	6,000.00	-3,536.21	41.1%
Equipment - Other	33.99			
Total Equipment	23,475.54	26,500.00	-3,024.46	88.6%
Feedstocks	2,704.00	3,000.00	-296.00	90.1%
Fluorescent Bulb Recycling	388.79	1,000.00	-611.21	38.9%
Freon Removal	4,860.00	9,000.00	-4,140.00	54.0%
Fuel				
Off Road Diesel	320.67			
Fuel - Other	2,161.09	7,000.00	-4,838.91	30.9%
Total Fuel	2,481.76	7,000.00	-4,518.24	35.5%
Green Up Day				
Dump Clean Up Fund	0.00	3,000.00	-3,000.00	0.0%
Town Contributions	0.00	1,200.00	-1,200.00	0.0%
Total Green Up Day	0.00	4,200.00	-4,200.00	0.0%
Hauler Audits	422.55	750.00	-327.45	56.3%
Hauling				
Glass	750.00			
MSW	13,946.40	30,000.00	-16,053.60	46.5%
Recycling	21,002.28	58,000.00	-36,997.72	36.2%
Total Hauling	35,698.68	88,000.00	-52,301.32	40.6%
HHW Collections				
Disposal Contract	22,651.00	45,000.00	-22,349.00	50.3%

Lamoille Regional Solid Waste Mgt District
Profit & Loss Budget vs. Actual
 July through November 2020

	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
HHW Events Ads	502.36	1,000.00	-497.64	50.2%
Rolloff Rental & Disposal	639.25	2,000.00	-1,360.75	32.0%
Total HHW Collections	23,792.61	48,000.00	-24,207.39	49.6%
Insurance				
Automobile Insurance	1,385.60	3,450.00	-2,064.40	40.2%
Dental Insurance	1,338.84	4,100.00	-2,761.16	32.7%
Employee Crime	345.60	650.00	-304.40	53.2%
Employer Practices Liability	1,890.50	3,500.00	-1,609.50	54.0%
Health Insurance	28,012.31	81,600.00	-53,587.69	34.3%
Property & Casualty	4,141.80	8,500.00	-4,358.20	48.7%
Public Officials Liability	150.00	300.00	-150.00	50.0%
Vision Plan	207.45	600.00	-392.55	34.6%
Workers Comp Insurance	57,461.50	92,200.00	-34,738.50	62.3%
Total Insurance	94,933.60	194,900.00	-99,966.40	48.7%
Maintenance Agreements	847.20	5,600.00	-4,752.80	15.1%
Maple tubing process fee	0.00	200.00	-200.00	0.0%
Meetings	200.58	1,100.00	-899.42	18.2%
Memberships	2,950.37	5,000.00	-2,049.63	59.0%
Newsletter Printing & Postage	5,682.85	18,000.00	-12,317.15	31.6%
Office Supplies	747.45	2,000.00	-1,252.55	37.4%
Organics Pick Up	184.00			
Other Expenses	1,205.00	250.00	955.00	482.0%
Outreach-Advertising & Promo	1,306.45	13,500.00	-12,193.55	9.7%
Outreach-Programs	766.00	4,450.00	-3,684.00	17.2%
Payroll Expenses				
COVID Payroll Expenses	751.89			
Payroll Direct Deposit Fees	8.75			
Payroll FICA /Medicare Expense	13,955.50	41,200.00	-27,244.50	33.9%
Payroll Unemployment Expense	3,395.83	10,600.00	-7,204.17	32.0%
Payroll Expenses - Other	224,336.83	534,000.00	-309,663.17	42.0%
Total Payroll Expenses	242,448.80	585,800.00	-343,351.20	41.4%
Pension Plan - Employer Share	3,654.13	9,400.00	-5,745.87	38.9%
Permits	0.00	200.00	-200.00	0.0%
Plastic Bag Recycling Fee	250.00	1,100.00	-850.00	22.7%
Postage	856.64	2,400.00	-1,543.36	35.7%
Professional Fees				
Accounting	7,200.00	7,000.00	200.00	102.9%
Consulting	2,317.50	10,500.00	-8,182.50	22.1%
District Manager	28,849.36	69,000.00	-40,150.64	41.8%
ECO AmeriCorps	4,000.00	8,000.00	-4,000.00	50.0%
Legal Fees	20.00	500.00	-480.00	4.0%

Lamoille Regional Solid Waste Mgt District
Profit & Loss Budget vs. Actual
 July through November 2020

	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
Total Professional Fees	42,386.86	95,000.00	-52,613.14	44.6%
Propane Tank Recycling	195.00	600.00	-405.00	32.5%
Recycling Mat'l Processing Fees				
Glass Recycling Process Fee	1,360.00			
Myers C&D Recycling	817.92			
Recycling Mat'l Processing Fees - Other	51,615.18	125,000.00	-73,384.82	41.3%
Total Recycling Mat'l Processing Fees	53,793.10	125,000.00	-71,206.90	43.0%
Rent	11,532.90	20,000.00	-8,467.10	57.7%
Sales Tax	0.00	400.00	-400.00	0.0%
Scale Fees - Minimum Weight	-1,846.59			
Signage	112.72	300.00	-187.28	37.6%
Snow Removal	0.00	7,000.00	-7,000.00	0.0%
Software	1,667.86	3,000.00	-1,332.14	55.6%
Stump Dump Management	0.00	500.00	-500.00	0.0%
Subscriptions & Publications	334.81	2,100.00	-1,765.19	15.9%
Supplies - Stations	5,361.50	9,300.00	-3,938.50	57.7%
Testing and Analysis	239.50	1,500.00	-1,260.50	16.0%
Textile Processing	0.00	400.00	-400.00	0.0%
Tire Disposal/Recycling	12,169.00	16,500.00	-4,331.00	73.8%
Training - Attendants	0.00	2,100.00	-2,100.00	0.0%
Transfer Station				
Maintenance	2,777.00	5,000.00	-2,223.00	55.5%
Site Work	4,814.58	3,300.00	1,514.58	145.9%
Transfer Station - Other	60.01			
Total Transfer Station	7,651.59	8,300.00	-648.41	92.2%
Travel & Meals	1,020.08	6,000.00	-4,979.92	17.0%
Treasurer Stipend	1,125.00	2,700.00	-1,575.00	41.7%
Uniforms	3,158.04	7,300.00	-4,141.96	43.3%
Utilities				
Electric/Water/Sewer	3,181.48	10,500.00	-7,318.52	30.3%
Heating	288.75	4,400.00	-4,111.25	6.6%
Telephone and Internet	4,203.87	9,100.00	-4,896.13	46.2%
Toilet Rental	2,945.00	6,500.00	-3,555.00	45.3%
Total Utilities	10,619.10	30,500.00	-19,880.90	34.8%
Work Crews - VOWP	0.00	1,400.00	-1,400.00	0.0%
Total Expense	750,475.98	1,755,850.00	-1,005,374.02	42.7%
Net Ordinary Income	70,354.41	0.00	70,354.41	100.0%
Net Income	70,354.41	0.00	70,354.41	100.0%

Lamoille Regional Solid Waste Mgt District

01/01/21

Balance Sheet

Accrual Basis

As of November 30, 2020

	Nov 30, 20
ASSETS	
Current Assets	
Checking/Savings	
CNB - Operating Account	206,214.54
Community National Bank - HRA	4,389.41
Community National Bank - Sweep	231,464.97
Community National Capital Fund	27,891.62
Community National Money Market	128,619.88
Total Checking/Savings	598,580.42
Accounts Receivable	
Accounts Receivable	68,133.24
Total Accounts Receivable	68,133.24
Other Current Assets	
Petty Cash	1,655.00
STS Bottle Redemption Petty Cas	2,000.00
Undeposited Funds	2,623.50
Total Other Current Assets	6,278.50
Total Current Assets	672,992.16
Fixed Assets	
Fixed Assets	
Equipment	1,087,124.36
Less Accumulated Depreciation	-599,828.03
Fixed Assets - Other	-5,259.00
Total Fixed Assets	482,037.33
Total Fixed Assets	482,037.33
TOTAL ASSETS	1,155,029.49
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	58,579.90
Total Accounts Payable	58,579.90
Other Current Liabilities	
Accrued Payroll	14,877.74
Payroll Liabilities	50.03
Pension Plan Payable	227.30
Total Other Current Liabilities	15,155.07
Total Current Liabilities	73,734.97
Total Liabilities	73,734.97
Equity	
Investment in Gen'l Fixed Asset	482,037.33
Retained Earnings	528,902.78
Net Income	70,354.41
Total Equity	1,081,294.52
TOTAL LIABILITIES & EQUITY	1,155,029.49

LRSWMD 2020 Customer Input Survey Analysis



I. Introduction

The survey this analysis is focused on collected responses from September 10, 2020 to December 1, 2020. Surveys were distributed via Postal Patron via the fall Collection Connection, on-site at the September 19 HHW collection event, and were available online the duration of this time frame on the website. Links to the Google Forms version of the survey were pushed out through the e-newsletter in September and November and Front Porch Forum in September and October. Copies of the newsletter with the hardcopy survey were available on request at all LRSWMD location as well. The October issue of the e-newsletter contained the actual survey questions directly in the message. There were 54 surveys returned from participants residing within the LRSWMD district. For tallying and tracking purposes, all survey responses were entered directly into the Google Forms survey.

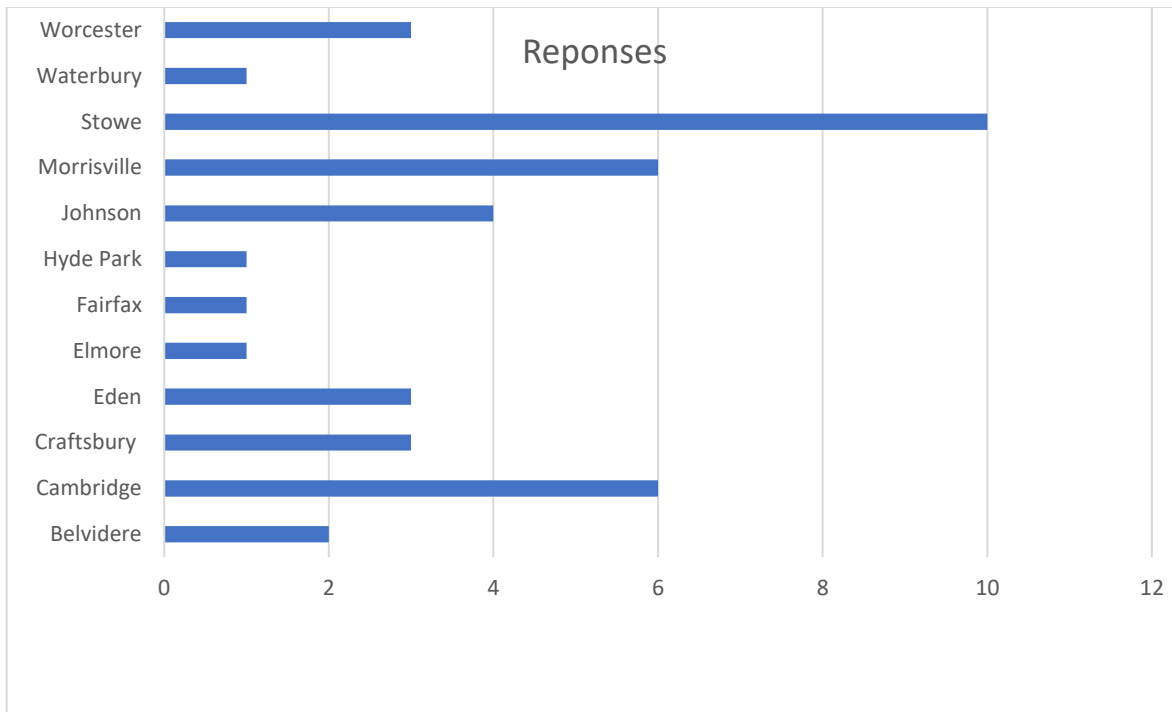


Table 1: Reponses by town of residency.

*Note: 13 survey participants did not provide town of residency.

II. Preferred Method of Receiving Information

The overall preferred method of receiving information from the LRSWMD by residents was **Front Porch Forum**. Coming in virtually tied at second were **Email and Local Newspaper/Mail**. (See Table 2). However, respondents provided multiple answers to this question, as they receive their information from more than one source.

After reviewing the responses to this question, it is apparent that it is unclear as to how people defined the answers. For example, did *Local Newspaper* mean *Paid Advertisements*? *Community Calendar*? *Press Releases*? Did *Email* refer to *e-newsletters*? *Individual responses to personal inquiries*? *Maybe even FPF*?

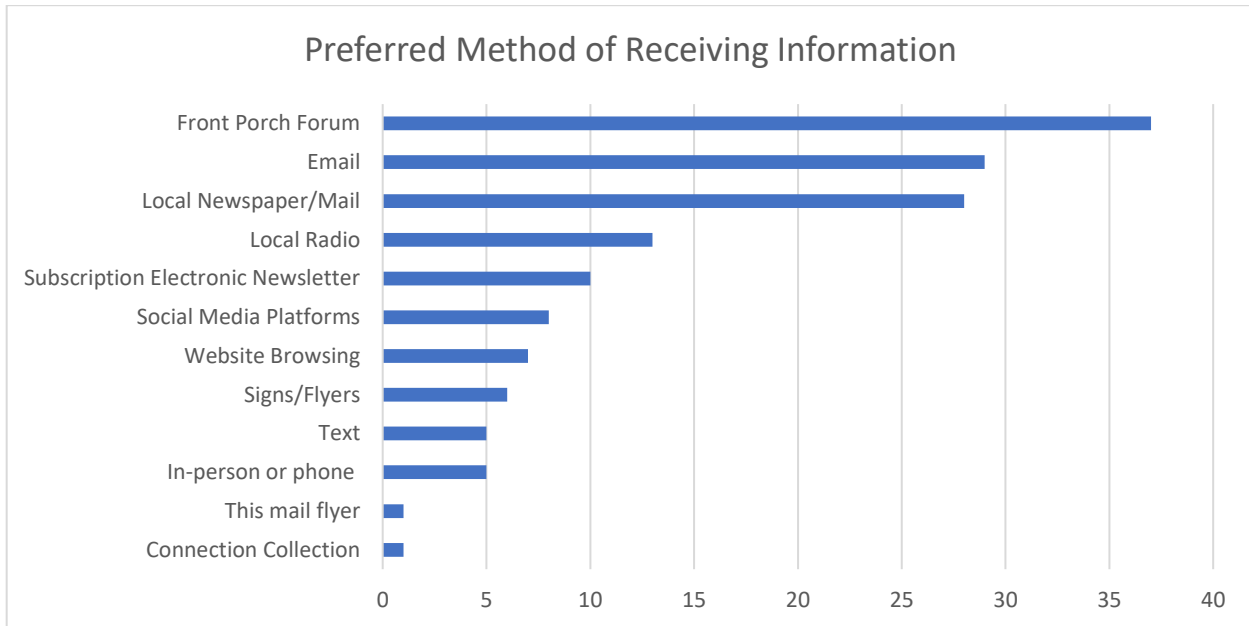


Table 2: Residents preferred method of receiving information from the LRSWMD

III. Services offered by LRSWMD

The service offered by the LRSWMD that is used by the highest percentage are the **Drop-off Centers**. (See Table 3). When asked what additional services customers would like to see offered by the LRSWMD, customers replied with:

- More information about recycling
- Partnerships with Terra Cycle
- Program offering free disposal of roadside litter pick-up
- Free tire recycling/ lobby for recycling fee on new tires
- Hazardous waste drop-off offered at a transfer station year-round rather than annual events
- Reuse Area in Johnson
- Battery, fluorescent bulb, and motor oil drop off at Cambridge (assuming they are referring to Casella drop-off, not ours...)
- E-waste collection offered at all transfer stations
- Cloth Recycling
- Free trash disposal and recycling
- Increased number of Hazardous Waste events

Customer Usage of Services Offered by the LRSWMD

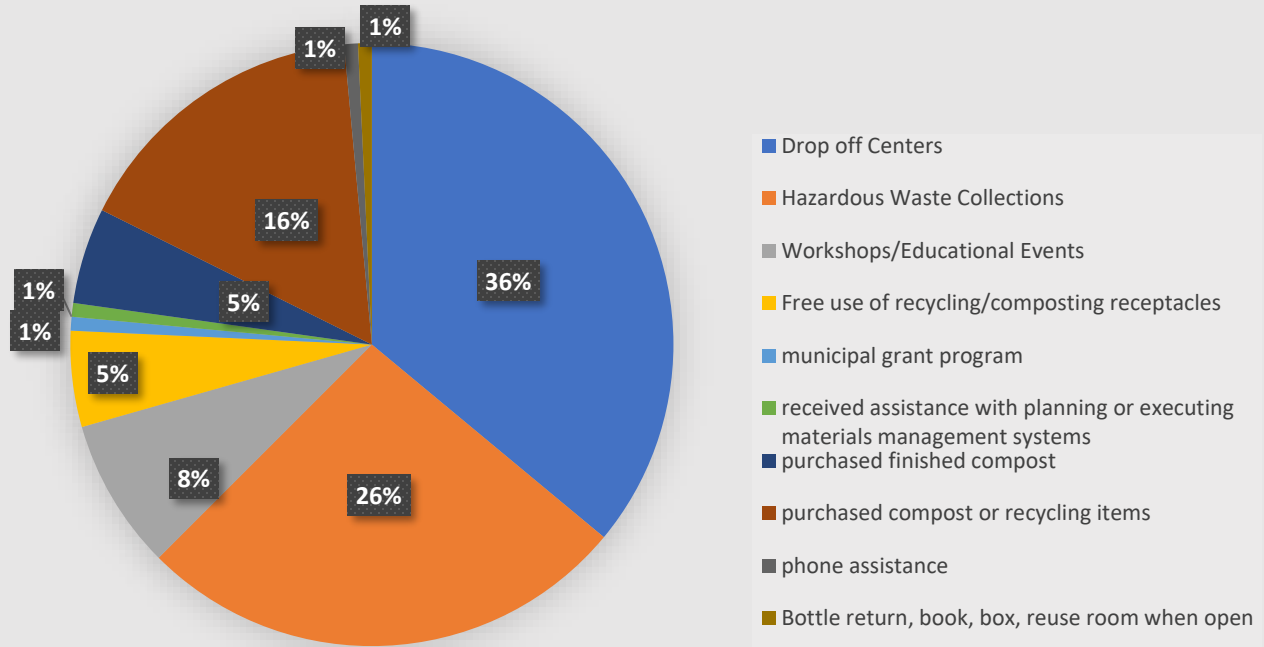


Table 3: Services offered by LRSWMD that are utilized by residents

IV. Overall Customer Satisfaction

The last question on this survey was an open-ended question asking customers of LRSWMD if they feel as if all of their needs are met, and why or why not. Out of 44 responses to this question, 38 responded by saying their needs are met by the district, and 6 participants responded by either saying their needs are not met, or by identifying concerns they have regarding managing their solid waste.

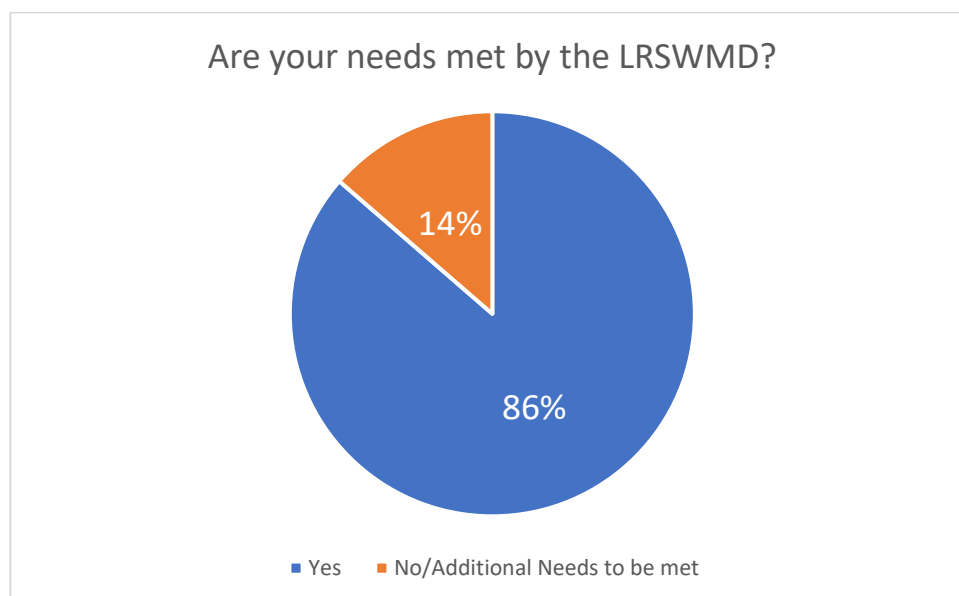


Table 4: Overall customer satisfaction with the LRSWMD

The reasons participants were not completely satisfied mostly correlate to the responses regarding addition services that they would like to see offered by the LRSWMD.

The list of comments/concerns and recommendations from customers are:

- Hand sanitizer at compost bin station would be beneficial
- Getting rid of old gas and oil is too difficult - HHW events are infrequent and can require long waits.
- Eden should be reopened, because the drive to Johnson (the next nearest transfer station to this customer) is too long.
- Transfer Station should be open another day (from resident of Cambridge)
- Customer states “recycling is a bad joke”
- Information on website/ accepted items seems conflicting at times
- Concern regarding the wooden platform and stairs at Morrisville in wet/icy conditions

When asked how much time was spent per week managing household waste, customers responded that the question was confusing in its formatting and how it was asked. This is noted because it may have resulted in responses not entirely representative of how much of their time is spent doing these tasks.

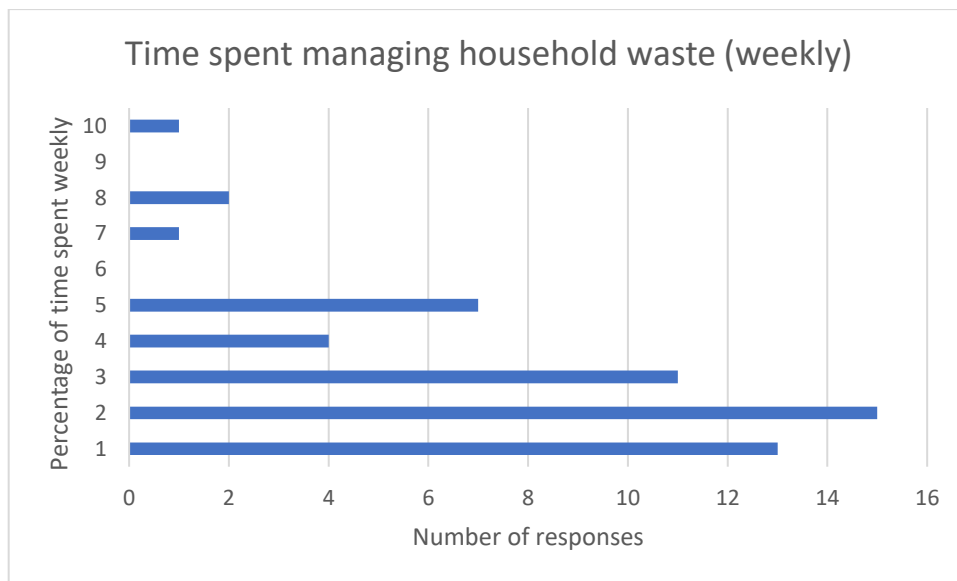


Table 5: Time spent managing household waste by LRSWMD customers weekly

V. Volunteer Opportunities

Survey participants were asked whether or not they would be interested in exploring volunteer opportunities that further the LRSWMD mission to "reduce the quantity and toxicity of the trash generated and going to the landfill while maintaining or improving overall environmental quality..." This question received 5 responses from customers, four provided contact information, one responded “No”.

VI. Additional Comments

Two questions from the survey gave space for open-ended answers from survey participants. Some of the answers from these questions have appeared elsewhere in this analysis, but this section is dedicated solely to the write-in answers from survey participants and have been grouped into categories based on the responses.

a. Positive Feedback and Praise

- I appreciate the pleasant and helpful- taking it seriously- enough staff at Johnson Station which I use, every month or so for our trash or recycling.
- You guys are doing a great job! I love the FPF posts, the green or blue things we get in the mail, your website. Who knew waste management could be approached with such style?
- Great job. Keep it up. Thank you.
- Do nice work
- The staff at Stowe are extremely friendly and helpful. And make a visit there seamless.
- I appreciate the ever so essential workers! Thank you! Thank you! Thank you!
- The staff at Stowe are always cheerful and polite, funny and friendly and above all helpful.
- Thank you for this service!
- In general, thanks for all you do!
- The drop-off staff are very polite at the Johnson facility. It is a pleasure to visit.
- We were amazed by how little trash we have now that we are collection compostable food. We were glad we started early, received education and materials, bought collection buckets for family members. Thank you for support!
- Great job, thanks!
- You do an excellent job with the newsletter. Its informative and well written. Keep up the great work on the newsletter and with all your outreach and community education programs.
- Great job marketing and with the newsletter!
- Staff is amazing and friendly and knowledgeable. Sites are clean and accessible (but I am not mobility-limited so might be wrong)- from a handi-cap point of view vs. fully able-bodied.
- Thanks for the dog <3 treats!
- Composting/recycling is second nature so time spent managing is no more than tossing in separate bins. EASY- we sort laundry, we sort waste.
- Thank you for all your efforts and information.
- Love going to the transfer station- its fun and entertaining.
- Provides all that I need to get rid of my trash, recycling, and food scraps.
- Great resource for the community
- You ALL do a wonderful job of spreading information and direction of where we need to go for what.
- Huge help in the disposal of haz waste
- Friendly staff to answer questions, to know how to dispose of different items
- Yes, you take it away
- You guys rock. (rot might be appropriate, but would probably be the wrong word! ;-) The variety of ways you reach out really helps information about materials management sink in.
- I appreciate the extensive recycling, especially batteries, hardcover books, materials.
- The folks in Worchester are kind, polite, and efficient, thank you!
- You have all the services I need
- Everyone is always nice and helpful
- Times are convenient
- All my questions are answered
- Good hours of operation. Good location (Johnson). In and out quickly.
- Location is good, people who work there are helpful
- Convenient and crew is efficient
- Staff are always helpful

b. Recommendations

- I miss having the Eden drop-off site available. It is a long haul to Johnson.
- Another day open during the week would be helpful.
- There should be no fee for trash and recycling to the citizens directly. This would alleviate the illegal dumping of waste hazardous and not in the side of the rd and in our streams and rivers. It is a big problem. The state needs to take front seat with this initiative because the waste districts like yourselves can not function for free. Thank you
- Would like HHW events twice a year.
- Cloth Recycling
- Put sanitizer at the composting bins
- Open up bottle redemption
- I hope to see Stowe accepting returnable bottles and cans very soon. It's a waste of time and money to go to Morrisville to return them.
- Free disposal of roadside litter; you should lobby for a recycle fee on new tires: ie turn in an old tire for \$5.00 credit. owner pays the \$5.00 when tire purchased new.
- Please reopen the Eden site. It was very convenient.
- Just wish I didn't have to drive so far for E Waste and some other recycle options. Would like to have a few more options in Worcester. Thank you for the survey and your interest in folks needs.
- Could you post a list of holiday in an easily accessible part of the website? i don't see one anywhere.
- I know Stowe has more restaurants and hotels than Morrisville, but I don't think it's fair that their dropoff site is open six days a week while Cochran Rd. is open only every other Saturday. Recycling piles up and is heavy to lift. I have canceled subscriptions to cut down on the paper, so I'm trying!
- We need to explore high tech incineration to electric power conventional landfill will not work indefinitely

c. General complaints/concerns

- Sometimes the information seems conflicting. Like currently I can't tell if I'm allowed to haul my old washer and dryer to the drop-off facility. Batteries are listed in the Hazardous Waste long list online, but in the mail or handouts batteries are to be taken to the drop-off.
- It is inadequate to put (food scraps) outside the night before pick-up because wild animals get to it and scatters it. What a mess it is to pick it up.
- LRSWMD hasn't met my materials needs because there was no HazWaste collection in Stowe this year.
- I worry about climbing the stairs during the winter to get to the compost bins and trash receptacle. They could get slippery.
- Getting rid of old oil and gas is too difficult- HHW events are infrequent and can require long waits.
- Older folks in the community are really struggling with the compost mandate and they're not doing it. Bears and other animals, fruit flies, and having to pay for disposal are the main reasons. They refuse to "give" you their compost and then have to "pay" to get the product back. Most of them are just dumping it in the woods behind their homes. I keep telling them I've never had an issue with bears or other critters. Fruit flies suck but I just make a trap to take care of them. Not sure what can be done to get them to take this seriously.
- While at the East Johnson Facility today (9/20), I was uncomfortable to see that less than 50% of the people before me had masks on. This has seemed the norm for the last couple visits. Please correct, thanks.
- Wish green cone was more affordable.



recycling ins & outs

**A WEBINAR FOR HUMANS WHO
ARE RECYCLING-CURIOUS**

**Have you been holding onto a particular item
hoping you can recycle it? Bring it to the
'show & tell' portion of this webinar to have
your specific questions answered!**



Free Food Scrap bucket
to all registrants
(1 per household)

TUES., JAN. 26, 6:30 PM

WED., JAN. 27, 11:30 AM

**REGISTRATION DETAILS ON WWW.LRSWMD.ORG AND
THE LRSWMD FACEBOOK PAGE**