

**FIWMD
JUNE 24, 2020 @ 5:30 PM
VIDEO CONFERENCE
MINUTES**

*Bruce Hubert, Chair
David Burnham, Vice Chair
Bob Evans, Treasurer
Sarah Malinowski, Secretary
Kevin Carroll*

The meeting was called to order at 5:30 pm. All commissioners were present with the exception of Bruce Hubert and Kevin Carroll.

Additions to the agenda: Audit Review

Manager Report Alan Thibodeau presented the report and had other topics to discuss.

He spoke to a contractor for recommendations as to what to do with the deteriorating cement at the compost station. First, Alan will try a test area with patch before making a decision as what to do next.

Alan presented a quote from Sanitary Equipment for a compactor hydraulic cylinder and hose kit replacement for \$5,186.22. Bob Evans motioned to purchase the above, Sarah Malinowski seconded; the motion carried.

Alan said he was going to purchase a 10'X20' popup tent to store items delivered to the compost station that can be reused.

For the upcoming holiday:

The transfer station will be open half a day Friday the 3rd and Saturday the 4th

The compost station will be closed both Friday the 3rd and Saturday the 4th.

Because we are minus one employee it was decided to hire a part-time person to fill in until a full-time worker can be hired. Alan will prepare a job description for the new hire.

Minutes **The minutes of May 27th and June 10th were motioned for approval by Bob Evans, seconded by Sarah Malinowski; the motion carried.**

Financials **The financial reports and payables were reviewed and accepted by Bob Evans, seconded by Sarah Malinowski; the motion carried.**

Bob Evans told the commission that the 2019 audit has been completed and he reviewed it.

Sarah Malinowski motioned to transfer \$60K to the operating account, Bob Evans seconded; the motion carried.

*The next workshop is scheduled for July 8 to discuss hiring of a new employee and a 2021 budget review.

Unfinished Business David will talk to the districts insurance agent about renewing the health insurance policy and discuss it at the next workshop.

Beth will review the handbook and change the sentence that refers to the overtime policy and send it to the board for approval for the next meeting.

There was discussion of leasing a portion of the compost station. There is a big commercial need for such. A neighborhood group needs to be created to further investigate. Bob will create a letter for the neighborhood.

New Business It was reported that the contract with Willimantic Waste is up for renewal with an increase of 50% this equals approximately additional 3K for the remainder of the year.

The meeting adjourned at 7:00 pm.

Beth Stern