



FISHERS ISLAND  
**Waste Management**  
DISTRICT

**JANUARY 10, 2022 @ 5:30 PM**  
**REORGANIZATIONAL MEETING**  
**ZOOM**  
**ADOPTED MINUTES**

*David Burnham, Chair*  
*Bob Evans, Treasurer*  
*Sarah Malinowski, Secretary*  
*Kevin Carroll*  
*Tryn Collins*

The reorganizational meeting was called to order at 5:30 pm and all commissioners were present.

**OFFICER SELECTION** Sarah Malinowski motioned to keep the same commissioners to the same seat for the 2022 year, Bob Evans seconded; the motion carried.

- CHAIR: David Burnham
- TREASURER: Bob Evans
- SECRETARY: Sarah Malinowski
- EMPLOYEE LIAISON: Kevin Carroll

**REPRESENTATIVE TO THE BOARD OF**

**ICB** David Burnham motioned that Tryn Collins represent FIWMD to the Island Community Board, Sarah Malinowski seconded; the motion carried.

**MONTHLY MEETING DATES** The commission agreed that monthly meetings will be held the fourth Monday of each month and workshops to be held the second Monday of each month.

The December 26<sup>th</sup> meeting will be changed, the date to be determined.

**HOLIDAY OBSERVANCES FOR EMPLOYEES**

- Wednesday, November 23<sup>rd</sup>, 2022 facilities open half day-employee paid full day
- Saturday, December 24<sup>th</sup>, 2022 employees that work get paid for full day (facility only open ½ day)

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**PERIODICALS** The Day & Suffolk Times

**ATTORNEY** William Moore

**FINANCIAL INSTITUTIONS** Citizens Bank & Stone Castle

**LIABILITY AND PROPERTY INSURANCE** Smith Insurance

**ACCOUNTING FIRM** Cullen & Danowski

Sarah Malinowski motioned the above 5 lines for approval, Bob Evans seconded the motion; the motion carried.

**REVIEW OF POLICIES & PROCEDURES**

- Handbook still-needs to be reviewed and edited
- Strategic Plan-needs to be reviewed and edited
- Mission Statement-needs to be reviewed and edited
- **Purchase Policy**
- **Travel Expense Policy**

- Weather Policy
- Credit Card Policy

**Kevin Carroll motioned to approve the above 4 policies, Tryn Collins seconded; the motion carried.**

- Article 13 Improvement District Commissioners/Review-needs to be reviewed by commission
- COVID Policy-needs to be edited.
- **BOARD OF ASSESSMENTS** (to be completed)

Beth was asked to post hauling RFPs for potentials haulers, having them due to the office by noon Monday, February 14<sup>th</sup> 2022, they will be opened the same evening.

TUB GRINDER: Bob Evans and David Burnham reported that Evergreen quoted sixteen thousand dollars to hire their tub grinder operator and equipment to grind wood at the compost station, rental for 2 days. **Bob Evans motioned to accept the above, David Burnham seconded the motion, Kevin Carroll opposed because he wants to know Evergreen's true cost versus the charge to us; the motion carried.**

Wood Processor: The feasibility of purchasing a wood processor was discussed and David thinks that the equipment being considered will require a lot of labor.

Local Solid Waste Management Plan: When is the updated report due?

At 7:00 pm the open meeting adjourned and an executive session took place to discuss personnel. The meeting adjourned at 7:30 pm.

Submitted by,

Beth Stern