



**AUGUST 8, 2022 @ 5:30 PM**  
**ZOOM**  
**ADOPTED WORKSHOP MINUTES**

*David Burnham, Chair*  
*Bob Evans, Treasurer*  
*Sarah Malinowski, Secretary*  
*Kate Stevens*  
*Tryn Collins*

Bob Evans gave the following financial summation of the pilot study for FIWMD hiring Schultz Roofing to haul our full metal containers:

haul + ferry = \$997 (547 ferry + 450 CWPM hauler)  
Schultz haul + ferry = \$547 (547 ferry + 400 Schultz hauler - 400 share of scrap proceeds)  
total savings = \$450  
estimated 6 hauls + ferry per year = \$2,700 estimate savings (increase/decrease based on scrap proceeds)

Kate presented the following for a 2022 Strategic Plan:

**2022 Strategic Plan – Proposed FINAL VERSION – August 8, 2022**

**MANAGEMENT**

- Effective communication
- Clearly defined roles and chain of command
- Accountability and robust employee evaluation process
- Opportunities for leadership and advancement from within
- Option for new hires, consultants, and other professional services to access specialized expertise and knowledge
- Improve board effectiveness and explore broadening board eligibility

**COMPOST (household food scraps)**

- Expand participation in compost drop off/pick up among both residential and commercial users
- Increase convenience in drop off/pick up process
- Continually improve our composting process
- Develop pilot program to include compostable containers
- Collect data on participation rates, and quantities for drop off/pick up

**DATA, PUBLIC OUTREACH & EDUCATION**

- Identify data to collect (for internal tracking and goal setting, strategic planning, public outreach, LSWMP biennial reports...)
- Research/test data collection methods including scales, participation surveys, compost/mulch measuring totes among others
- Visualize data graphically so it is easily accessible, fun, and motivational
- Revamp website, relaunch social media accounts, printed materials/signage to raise awareness and increase participation rates in FIWMD operations, special programs, and events
- Employee access to training and development in latest waste techniques, regulations...
  - Pursue grants to support FIWMD core mission

The commission will review and discuss the proposal at a later date.

Kate also presented three different templates to use as employee evaluations. The commission will review and decide what they would like to use.

Beth reported that the DEC visited both fasciitis and the landfill and were happy with what they saw. They will be sending an evaluation of their findings.

The commission will be thinking about whether or not to change the facility hours after Labor Day.

Submitted by,  
Beth Stern