



February 9, 2023
10:00 AM–12:00 PM at the Community Center
ADOPTED WORKSHOP MINUTES

All Documents were available in the 02.09.23 Meeting Packet Folder on Google Drive

B.Evans, K.Stevens & S.Malinowski were in person at the Community Center; B.Stern & T. Collins were on zoom. D.Burnham was absent

Individual Ongoing Commissioner Projects

D.Burnham: Cyber Security, Meeting Compliance, HR Compliance, Annual Goals

B.Evans: Flanders Group, Insurance & Insurance Compliance, Landfill & Landfill Compliance

S.Malinowski: Archiving Documents, Trail, Handbook, Policies, Elections

K.Stevens: Archiving Documents Compliance, Neighborhood Coalition Building, Community Resource Sharing, Handbook, Policies, Speaker series, coastal resiliency plan

T.Collins: Vegetation Barrier/Environmental Site Planning

- Finances update

B. Evans suggested that our accounting processes could be shared with the Ferry District, Collaborating on finances could give our Office Administrator the benefit of working with colleagues. B.Evans would like to see us revamp our accounting system so it could be more of a management tool. B.Stern suggested that it might not be legal for two tax districts to collaborate on finances. 2.8.23 B.Evans sent an email insurance inquiry (attached) to the Hilb Group seeking a competitive insurance quote, an insurance company the Ferry uses. B. Stern will prepare a comprehensive summary of all our insurances. B.Evans is will continue to reach out to Flanders Group to learn more about our Workers Comp insurance.

B.Evans is concerned that past workers comp practices should be reviewed by our lawyer.

D.Burnham will contact Bill Moore regarding same.

K.Stevens shared a template MSW program cost/benefit assessment (in the meeting packet on google docs). Which will give us the ability to get summarized financial data for each of our operational projects. B.Evans suggested we use our waste oil program as a pilot study.

- TS Road

At 10:50, Geb Cook from the Ferry District joined to discuss Pankhurst Road (the road to the Transfer Station). The Ferry received a bid of \$95,000 for redoing the road. Geb suggested as a start we could rent a Scabbler Scarifier for our Bob Cat and scrape the existing cement to soften the slope and edges. T.Collins stated that water problems on roads are tricky and need to be analyzed carefully so we don't do anything to exacerbate the problem, or something we will have to undo later. Porous surfaces are better. We (D.Burnham) will coordinate a meeting at the problem point of the road with R.Wetherill, J.Ski, G.Cook and himself ASAP to come up with an approach to easing the bumps. [Geb has shared a letter (attached) he wrote to the commission prior to our meeting. S.Malinowski will respond].

- Overtime + Stipend

Beth prepared two documents for Overtime history for 2022 (Attached). [Background, the Commissioners were surprised last month to see so much OT when the district is over staffed, not understaffed. We requested the employees create a work schedule that eliminated OT. The employees dependent on OT to make ends meet were extremely disappointed in this outcome. Employee Liaison K. Stevens shared via text our teams' response: Although there is general agreement that using OT as a crutch is not sustainable for an organization, the team expressed stress and frustration about the loss of expected income from this shift to a 40-hour work week. It was expressed that employees being tasked with removing waste generated by a majority affluent tax base should earn a livable wage. The change is experienced as a significant hardship and at least one employee is taking on a part time job over the weekends to cover the shortfall. Our off island employees spend \$600/month for Popeye and another \$200/month in gas commuting to Popeye. K.Stevens proposed via text: Let's discuss the idea of an employee commuter stipend and see if there is a way we could do it that is fair to the island employees as well. Call it a cost of living adjustment (like last year) and the same amount is given to on/off island employees. (On island employees have to deal with island pricing, etc and being relied on for weekend coverage. We would be converting what we save in overtime (and then some) into an employee benefit that can be justified by our geography and shared evenly across all our employees].

- Landfill testing - tabled
- Employee Liaison update (Kate)

Working on updating job descriptions to show both office and manual work. 90% of E's hours are used supporting R. This is not what was planned. D not E was hired to support R as a mechanic's assistant. Office work is the 911 priority at this time.

After discussing various permutations, R's side work is off the table. R recognizes this activity was harming team morale. He is considering the Texaco station model where work for Z&S is prioritized, but once that work is completed, outside jobs can happen, but are billed through Z&S.

We are going to try the dumpster idea outside the gate for the Monday of Presidents' Day. Our team members are not happy about this and do not want to pick up the mess they are anticipating.

repair quote for new hydraulic multi-fitting for skid steer —tabled

team input re: CS Saturdays and harmonizing w/TS —discussed, to be reviewed and voted on at the next meeting.

team input re: holidays — discussed, to be reviewed and voted on at the next meeting.

- Lumber milling proposal update

S.Malinowski shared a conversation she had with Jared Toldo regarding his company's desire to have a lumber milling operation on the District's property. After the District told J. Toldo, that we are not in a position to lease any of our property at this time, but would be delighted if they could process some of the wood we get in for their company. J. Toldo responded that this would not be a help for them. This lease discussion is closed for the time being. Read previous minutes for details.

- Walkthrough proposal update (scale, compost methodology, material crushing, etc.) - tabled.
- Document Archiving + Cleanout update

Kate reported the Town would like us to scan and share our minutes from 2016-today and our election results from 2018-today.

Community Coalition Building - the commission discussed Kate introducing herself as Waste Management's Community Liaison at the next ICB meeting.

ICB possible topics: Joint Trainings; Shared Professional Resources; Community Partners Speaker Series

- Vegetation Buffer/Environmental Site Planning (Tryn) - tabled
- Handbook + Policies + Trainings (Kate + Sarah) - tabled
- Website Update (Beth/Kate) - tabled
- Cyber Security (David) - tabled
- Correspondence - none
- New Business, Ideas and Agenda Items for future Meetings

Compliance: regulatory mandates from state + feds, open law, wc, document policy, training policy