



**October 10, 2023
10:00 AM–12:00 PM
Community Center & Zoom
ADOPTED SPECIAL MEETING MINUTES**

Commissioners Present: D. Burnham (arrived at 10:57 AM), S. Malinowski, K. Stevens, & B. Evans

Employees Present: B. Stern & E. Maggs

The meeting began at 10:02 AM. Not all agenda items/motions were discussed in the order they appear in these minutes.

1. Additions to Agenda

None presented.

2. HR Legal Consultant

Discussion ensued about approving the retainer for an attorney from Nukk Freeman & Cerra P.C. to respond to a Division of Human Rights letter. B.

K. Stevens made the following motion, which was duly seconded by D. Burnham. On a vote of 3–1, the Fishers Island Waste Management District agreed to retain Nukk Freeman & Cerra P.C. to respond to the letter from the Division of Human Rights. B. Evans voted in opposition. (all Commissioners were present for this vote)

3. Property Legal Consultant

A lengthy discussion ensued. A copy of the draft license was in the Google Drive and needed very little work. It is a 10-year renewable license because a certain amount would have to be invested in infrastructure. B. Evans objected and was only in favor of a 1-year renewable; he felt the District was spending money on an item with no direct benefit to the District.

D. Burnham made the following motion, which was duly seconded by K. Stevens. On a vote of 3–1, the Fishers Island Waste Management District agreed to hire Martin Finnegan Law, PC to review the proposed license for the coastal path and proposed lease for the solar field. B. Evans voted in opposition. (all Commissioners were present for this vote)

4. Recruitment Firm for Manager Search

All Commissioners received the presentation of possible services that the 360 Recruiting Group could provide to help search for a new manager. There was general agreement that the Commission could

use this professional help. B. Evans expressed concern that this expense was not accounted for in the budget and the Commission directed him to where this was listed.

D. Burnham made the following motion, which was duly seconded by K. Stevens. On a vote of 3–1, the Fishers Island Waste Management District hired Erica Martin of 360 Recruiting Group for the manager search. B. Evans voted in opposition. (all Commissioners were present for this vote)

5. Acting Interim Manager Proposals Re: Manager + Staffing + Wood Processing

E. Maggs drafted emails with ideas for hiring from within, staffing, and more. He also noted that there was a lot of firewood inventory (as much as last year). The Commission discussed issues of liability if hiring subcontractors to use the District’s equipment. Discussion ensued on pay ranges.

A motion by B. Evans to hire 4 temporary casual laborers to process cord wood at \$35/hour was duly seconded by K. Stevens. The motion carried unanimously. (all Commissioners were present for this vote)

6. October 12 Site Visit – Jayne Merner, Compost Consultant

Everything was ready for J. Merner’s visit on October 12 from 7:45AM–11:45 AM. All Commissioners were encouraged to attend.

7. October 24 Employee Training

All employees are required to attend this training from 9:30 AM–11:00 AM at the Community Center.

8. Landfill Testing

Briefly discussed during Executive Session.

9. Compost Station Buffer

The Conservancy continues to be interested in partnering on the buffer. The next step will be to create a multi-stage invasive removal/native replacement plan with the Conservancy.

10. Staffing

A motion by B. Evans to enter Executive Session for a discussion on staffing was duly seconded by K. Stevens and the motion carried unanimously. The Commission entered Executive Session at 10:36 AM. The Commission reconvened at 10:43 AM.

11. Weekend vs. Weekday Commuting Costs

The Commission agreed that they need some mechanism to deal with this, as it is unfair for employees who work on Saturdays to be penalized. This discussion could continue at the next meeting.

12. Commuter Cost Option Update + Draft Letter to Ferry Commission

A letter to the Ferry District's Board was drafted to see if a tax district employee discount is possible; any discount would have to be applied to all Tax Districts.

13. 2024 Budget Fine Tuning + Draft Letter to Public

No discussion due to limited time.

14. Strategic Plan 2024

No discussion due to limited time.

15. Financials

A motion by B. Evans to transfer \$26,000 to cover unexpected expenses was duly seconded by K. Stevens. The motion carried unanimously. (all Commissioners were present for this vote)

16. Minutes

Commissioners should review the draft minutes in the Google Drive before the next meeting.

17. Executive Session & Adjournment

The Commission adjourned the regular meeting and entered a brief Executive Session for legal advice at 11:28 AM.

Respectfully submitted by,
Katryna Kibler, Minute Taker
October 17, 2023

All Commissioners were provided with the opportunity to suggest clarifying edits for accuracy.

Revisions respectfully submitted by Katryna Kibler on October 17, 2023 & November 1, 2023