

MEETING MINUTES
December 19, 2024
1:00 PM – 3:00 PM
Community Center & Zoom

Commissioners Present:

K.Stevens, *Chair*
G.Murphy, *Treasurer*
M.Doyen, *Community Liaison*
D.Burnham

Commissioner on Zoom:

S.Malinowski, *Secretary*

Staff Present:

J. Theodore, *Operations Supervisor*

The meeting began at 1:08 pm

1. Additions to Agenda

None.

2. Public Comment

None.

3. Minutes Adoption:

A motion by M.Doyen to adopt the December 12, 2024 meeting minutes was duly seconded by G.Murphy. On a vote of 5-0, the motion carried unanimously.

4. Financials

A motion by G.Murphy to ratify the 12.12.2024 resolution to approve payables in the amount of \$47,861.87 was duly seconded by M.Doyen. On a vote of 5-0, the motion carried unanimously.

5. Reports + Topics

Discussion regarding the roll out of new Compost Station Prices. Implementing the new prices will require robust staff and customer communication; t's a team building and public relations opportunity. D.Burnham argued for the pricing to be the same for homeowners and contractors. Thanks to J.Theodore, G.Murphy and D.Burnham for getting this done. (Oversized metal objects like oil tanks, were not taken into consideration when we developed the price list).

DEC-LSWMP

DEC gave us a list of tasks and 60 days in which to accomplish them, in order for our LSWMP to be updated.

DEC registration

DEC needs more data of facility activities to complete the registration. Brush is up. Compost is down. DEC deadlines are being added to our annual calendar.

Payroll & Bill Paying - G.Murphy & J.Theodore are working on details with Hoyt, Filippetti & Malaghan, LLC (a full service accounting and advisory firm) to outsource payroll and bill paying.

A Motion by G.Murphy to pay Property Liability & Inland Marine Policy Renewals up to \$20,000 for 2025, was duly seconded by D.Burnham. On a vote of 5-0, the motion carried unanimously.

On a motion by M.Doyen duly seconded by D.Burnham the meeting entered executive session at 1:38. On a vote of 5-0, the motion carried unanimously.

On a motion by M.Doyen duly seconded by D.Burnham ended executive session and reopened the public meeting at 2:20. On a vote of 5-0, the motion carried unanimously.

On a motion by G.Murphy to apply a 2.5% raise reflecting the social security Cost of Living number for each team member beginning the first week of January, 2025, duly seconded by D.Burnham. On a vote of 5-0, the motion carried unanimously.

On a motion by D.Burnham duly seconded by M.Doyen the meeting adjourned at 2:20. On a vote of 5-0, the motion carried unanimously.

Respectfully Submitted by,

S. Malinowski, Secretary