



FISHERS ISLAND
Waste Management
DISTRICT

MEETING MINUTES

November 19, 2025

APPROVED 12:30 PM – 2:30 PM

Community Center & Zoom

Commissioners Present:

G. Murphy, *Treasurer*
S. Malinowski, *Secretary*
M. Doyen

Zoom: *K. Stevens, Chair*

Staff Present:

J. Theodore, Operations Supervisor
C. Panza, Administration Supervisor

The meeting began at 12:38

1. Additions to Agenda

None.

2. Public Comment

None.

3. Minutes Adoption:

Unadopted Minutes will be in the December 3rd Meeting Packet for adoption.

4. Financials

Whereas on October 15th and on November 5th the Board of Commissioners were unable to make an in-person quorum to process paying bills and payroll, and therefore,

A motion by G. Murphy to approve the October 15th payables of \$59,766.53 plus two weekly payrolls, and to approve the transfer of \$74,000 from the investment account to the operating account, and It was further resolved to approve the November 5th payables of \$28,190.21, and to approve the transfer of \$35,000 from the investment account to the operating account, and It was further resolved to approve the November 19th payables of \$101,991.14, and to approve the transfer of \$116,000.00 from the investment account to the operating account, and It was duly seconded by M.Doyen. On a vote of 4- 0, the motion carried unanimously. Three commissioners were present for this vote. One commissioner was on Zoom.

A motion by S. Malinowski to accept the Audit resolution as follows:

Whereas the 2023 financial audit was completed on October 22, 2025, and therefore it RESOLVED to approve the 2023 Financial Audit and its ancillary documents and authorise Gordon Murphy, Treasurer, to execute said documents and distribute as necessary, was duly seconded by M. Doyen. On a vote of 4- 0, the motion carried unanimously.

Three commissioners were present for this vote. One commissioner was on Zoom.

G. Murphy shared Southold Town's Asset Report of FIWMD equipment, in conjunction with Insurance Plans for our Equipment. J. Theodore will reconcile this report with the equipment on our properties. K. Stevens will assist if we need to reach out to former Commissioners to locate equipment. We have 3 types of containers: Compactors, Roofed and Open. J. Theodore will stencil "Property of FIWMD" on all containers owned by the District. M. Doyen mentioned the idea of a contest for FI-themed murals for all containers. An accurate asset list with confirmed depreciation and insurance is expected to be complete by January 2026.

New Cardboard Compactor has been installed! Next up is the refurbishment of older compactors and containers or selling them. Race Rock made 40 Cords of wood in 4 days. Spent 2 days on our berm pile. J. Theodore will ask RR for a proposal for a test year, processing carefully prepared smaller brush piles regularly. K. Stevens and J. Theodore will ask Evergreen for an updated proposal for a test year processing brush using their own equipment stored at the CS.

Cameras have been purchased and will be installed. Topics for an end-of-year news update by M. Doyen include: firewood, new compactor, cameras, and organic waste. This can be posted on our website and in the December Fog Horn. M. Doyen will also spearhead monthly communication updates in 2026, creating a file on Google Drive with a list of topics and short update articles prepared in advance that commissioners and staff can contribute to. Discussion regarding fibre optic or satellite internet. C.Panza will prepare a side-by-side comparison for the next meeting.

The January reorganizational meeting is set for January 14th, 2026. Key annual events will be announced. M.Doyen and K.Stevens will lead the Strategic Plan update. J. Theodore and C. Panza are responsible for the next LSWM Plan update. S. Malinowski and K. Stevens will take on the Governing Docs update (Handbook). The formation of a Facilities Improvement Committee per the LSWMP that "will be comprised of members of the full-time and seasonal populations, as well as District staff, to develop a consensus-based plan for improved solid waste management facilities, based on the District's goals." (LSWMP 2030 Plan, page 3)

C.Panza reported. The annual election is Dec. 9, 2025. Polls are open from 6-9 pm. Petitions are due in the office by 11/28. Ballots, voter list, boxes, and pencils are ready at the office. A. McCall & M. Atkin will work the election for the district. K.Heath will certify the results once they are counted at 9 pm.

A motion by G. Murphy to go into Executive Session for HR was duly seconded by M. Doyen. On a vote of 4- 0, the motion carried unanimously. Three commissioners were present for this vote. One commissioner was on Zoom.

A motion by G. Murphy to exit Executive Session at 2:46 pm was duly seconded by M. Doyen. On a vote of 4- 0, the motion carried unanimously. Three commissioners were present for this vote. One commissioner was on Zoom.

Employee Hiring Resolution

G. Murphy made the following motion, which was duly seconded by M. Doyen:

WHEREAS, Fishers Island Waste Management District (FIWMD) will offer the position of Facilities Attendant and Heavy Equipment Operator to Jeffrey Gerard Bernier with a start date of 12/01/2025, and

WHEREAS, Jeffrey Gerard Bernier will be paid an hourly wage of \$30.00 per FIWMD’s standard payroll practices and pay shall be subject to all applicable withholdings, and

WHEREAS, Jeffrey Gerard Bernier has been assigned the FIWMD employee number: _____, and

WHEREAS, after a 60-day probationary period, FIWMD offers all employees regularly working at least 32 hours a week medical, dental, vision, and life insurance, which can be extended to a spouse and dependents. Eligibility for benefits is explained in the plan documents. There is also an option for a 401(k) savings plan with a 3% match from the District, and

WHEREAS, Jeffrey Gerard Bernier will be eligible for FIWMD-paid holidays as outlined in FIWMD’s Employee Handbook, and

WHEREAS, the job responsibilities are outlined in the Job Description, and

WHEREAS, the position will be full-time. In this role, Jeffrey Gerard Bernier will be expected to work at least 32 hours a week and up to 40 hours per week, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the FIWMD that Chairperson Kate Stevens be and is hereby authorised to execute the offer of employment as outlined to Jeffrey Gerard Bernier.

Signature: _____

Date: _____

On a vote of 4- 0, the motion carried unanimously. Three commissioners were present for this vote. One commissioner was on Zoom.

A motion by G. Murphy to hire R. Merlis for the first two weeks of January was duly seconded by M. Doyen. On a vote of 4–0, the motion carried unanimously. Three Commissioners were present for this vote. One Commissioner was on Zoom.

A motion by G. Murphy to adjourn the meeting was duly seconded by M. Doyen. On a vote of 4–0, the motion carried unanimously. Three Commissioners were present for this vote. One commissioner was on Zoom

The meeting adjourned at 3:00 pm.

Respectfully submitted by,
S. Malinowski

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