

GREATER NEW BEDFORD REGIONAL REFUSE MANAGEMENT DISTRICT MEETING

Meeting Minutes

Thursday, January 19, 2023

The Greater New Bedford Regional Refuse Management District Committee held a publicly posted meeting on **Thursday, January 19, 2023, at 8:00 A.M.** at the Dartmouth Town Hall, Room 315, 400 Slocum Road, Dartmouth, MA.

District Committee Members in attendance: Chairperson, John Beauregard; Daniel Patten, Christine LeBlanc, Ken Blanchard, Kelley Cabral-Mosher, Michael Gagne.

Also in attendance: Scott Alfonse, Executive Director; Leonor Ferreira, Secretary; Matthew J. Thomas, District Counsel; Anthony Novelli, Project Manager; Tom King, Accountant.

1. Call to order / Salute the flag.

Chairperson Beauregard called the meeting to order at 8:00 a.m. and led a salute to the flag.

2. Legal notices

Mr. Beauregard noted that legal notices of the meeting were posted in Dartmouth and New Bedford more than 48 hours prior to the meeting.

Chairperson Beauregard read the following statement:

“Pursuant to the Open Meeting Law, any person may make an audio or video recording of this public meeting, or may transmit the meeting through any medium. Attendees are therefore advised that such recordings and transmissions are being made, whether perceived or unperceived, by those present, and are deemed acknowledged and permissible.”

3. Roll call of members

Chairperson John Beauregard, yes
Daniel Patten, yes
Christine LeBlanc, yes
Ken Blanchard, yes
Kelley Cabral-Mosher, yes
Michael Gagne, yes

4. Approval of Minutes

- a. December 15, 2022, regular session
Motion to approve the minutes of December 15, 2022, made by Mr. Patten, seconded by Ms. LeBlanc. All voted in favor. Motion passed 6 – 0.

5. Warrant Report and Ratification

- b. Warrants No. 10-23 dated December 12, 2022, 11-23 dated December 20, 2022, and 12-23 dated January 10, 2023.
Motion to ratify warrants 10-23 dated December 12, 2022, 11-23 dated December 20, 2022, and 12-23 dated January 10, 2023, made by Ms. LeBlanc, seconded by Mr. Blanchard. All voted in favor. Motion passed 6-0.

6. New Business

a. FY 2024 budget

Motion to consider the draft FY 2024 budget made by Mr. Patten, seconded by Ms. LeBlanc.

Mr. Alfonse reviewed the draft FY 2024 budget and memo describing key components/changes to the draft FY 2024 budget. He noted that Salaries and Wages were reviewed by the Personnel Subcommittee (Christine LeBlanc, and Kelley Cabral-Mosher), and the budget was reviewed by the Budget Subcommittee (John Beauregard and Dan Patten). He noted the District Committee's previous recommendation of the salary schedule adopted in December 2021 and implemented in January 2022. Mr. Alfonse noted the various salary data points that were considered (New Bedford, Dartmouth, industry trends (4%) and Consumer Price Index (CPI)). Mr. Alfonse noted that the recommendation by the Personnel Subcommittee was a 3% adjustment to the salary schedule for District employees and a step increase for those eligible employees.

Mr. Alfonse reviewed his recommendation for the Executive Secretary's salary adjustment for FY 2024. Mr. Gagne noted that the solution for the Secretary's salary adjustment was reasonable. Mr. Beauregard recommended the term "Secretary" seemed outdated and it should be reviewed to fit the position's job description. Mr. Alfonse noted that there are two upcoming Personnel Subcommittee meetings, and it will be reviewed.

Mr. Alfonse noted the member assessments for FY 2024.

Attorney Thomas asked if District had extended Commonwealth New Bedford Energy's (CNBE) lease. Mr. Alfonse said no, and he described CNBE's lease with the District.

Mr. Alfonse referred to Summary of Revenue and Expenses page, % change (FY 23 to FY 24), describing the fluctuating line items.

Motion made by Mr. Gagne to accept the FY 2024 budget as presented by the Executive Director with the Revenue projections, with the recommendation for making the adjustment in the salary category for the position (Executive Secretary) to be classified at the higher step.

Mr. Alfonse noted that the adjustment is in the budget already.

Seconded by Mr. Blanchard. All voted in favor. Motion passed 6 – 0.

Committee moved to discuss item 6c.

c. FY 2023, 2024 and 2025 Audit proposal

Motion to discuss the audit proposal made by Ms. LeBlanc, seconded by Mr. Patten.

Mr. Alfonse reviewed the memo noting that a proposal was received from Hague, Sahady & Co. for auditing services for a term of three years (FY 2023, 2024, and 2025). He recognized Mr. King for additional remarks.

Mr. King noted that Hague, Sahady & Co. were very responsive to his requests for information during the audit process.

Mr. Patten noted that three years ago when audits were being performed remotely, the District requested a cost reduction, which they have done. Mr. Alfonse noted that audits have been performed remotely for the past three years.

Mr. Gagne noted his positive interaction with the auditing firm, and recommended keeping Hague, Sahady & Co. as the District's auditing firm.