

**LAMPREY REGIONAL COOPERATIVE
BOARD OF DIRECTORS MEETING**

TUESDAY, FEBRUARY 27, 2024 AT 3:00 PM

**LEE PUBLIC SAFETY COMPLEX
20 GEORGE BENNETT ROAD
LEE, NH 03861**

- I. Open Meeting
- II. Roll Call/Introductions
- III. Minutes of the March 9, 2023 Meeting
- IV. Chairman's Report
 - a. Landfill Maintenance Progress Report
- V. FY 2023 Financial Reports
 - a. Operating Fund Report
 - b. 2021 & 2022 Audits
- VI. Proposed Budget for FY 2024
 - a. Preliminary adoption of 2024 Operating Budget
 - b. Setting Public Hearing Date
 - c. Setting Final Budget Adoption Date
- VII. Cooperative Officers for the Year
- VIII. Any Other Business and/or Questions
- IX. Adjournment

Lamprey Closure & Operating Budget As Proposed January 21, 2024		January - Current (September 30, 2023)							
Ordinary Income/Expense		<u>2023 Actual YTD</u> <u>9/30/2023</u>	<u>2023 Approved</u>	<u>Balance</u> <u>Remaining</u> <u>Budget v</u> <u>Actual</u>	<u>12 Months</u> <u>Projected</u> <u>2023 Actuals</u>	<u>2023</u> <u>Actuals</u>	<u>2024</u> <u>Proposed</u>		
Income									
	Interest Income	\$19,383.56	\$5,000.00	(\$14,383.56)	\$25,844.75	\$26,715.71	\$25,000		
	Annual Assessment	\$47,078.00	\$47,078.00	\$0.00	\$47,078.00	\$47,078.00	\$27,793		
	Use of Reserves	\$0.00	\$27,500.00	\$27,500.00	\$0.00	\$0.00	\$25,770		
	Total Income	\$66,461.56	\$79,578.00	\$13,116.44	\$72,922.75	\$73,793.71	\$78,563		
			\$52,078.00		\$72,922.75	\$73,793.71	\$52,793	w/o reserves	
Landfill Expenses									
	Electricity	\$2,309.83	\$2,100.00	(\$209.83)	\$3,079.77	\$3,044.92	\$3,100		
	Engineering (WaterTesting)	\$976.08	\$5,700.00	\$4,723.92	\$1,301.44	\$6,685.00	\$8,300		
	Engineering (Facility Evaluation)	\$15,292.10	\$27,530.00	\$12,237.90	\$20,389.47	\$19,328.48	\$16,000		
	Annual Landfill Maintenance Expense	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$1,475.00	\$4,000		
	Added Maintenance Work (one-time)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000		
	Facility Maintenance Management	\$0.00	\$8,000.00	\$8,000.00	\$0.00	\$0.00	\$8,000		
	Sewer	\$1,015.37	\$1,000.00	(\$15.37)	\$1,353.83	\$1,442.04	\$1,500		
	Contingency 10%	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$4,700		
	Total Landfill Expenses	\$19,593.38	\$53,330.00	\$33,736.62	\$26,124.51	\$31,975.44	\$51,600		
Operational Expenses									
Contracted Services									
	Document Storage	\$984.00	\$1,000.00	\$16.00	\$984.00	\$984.00	\$1,000		
	Audit	\$4,577.10	\$7,000.00	\$2,422.90	\$6,102.80	\$9,111.35	\$9,000		
	Transcription	\$106.50	\$200.00	\$93.50	\$142.00	\$106.50	\$150		
	Management Services	\$3,222.71	\$6,800.00	\$3,577.29	\$4,296.95	\$4,006.46	\$5,500		
	Total Contracted Services	\$8,890.31	\$15,000.00	\$6,109.69	\$11,525.75	\$14,208.31	\$15,650		
Insurances									
	Property & Liability Ins.	\$987.00	\$987.00	\$0.00	\$987.00	\$987.00	\$1,163		
	Workers Comp. Ins.	\$500.00	\$500.00	\$0.00	\$500.00	\$500.00	\$500		
	Total Insurances	\$1,487.00	\$1,487.00	\$0.00	\$1,487.00	\$1,487.00	\$1,663		
Office Expenses									
	Legal Fees	\$471.60	\$8,500.00	\$8,028.40	\$628.80	\$471.60	\$8,500		
	Bank Service Fees	(\$14.00)	\$60.00	\$74.00	(\$18.67)	-\$14.00	\$25		
	Legal Ads	\$297.92	\$900.00	\$602.08	\$397.23	\$297.92	\$500		
	Office Supplies	\$88.64	\$100.00	\$11.36	\$118.19	\$106.09	\$125		
	Dues & Memberships	\$0.00	\$100.00	\$100.00	\$0.00	\$0.00	\$100		
	Postage	\$25.20	\$100.00	\$74.80	\$33.60	\$392.40	\$400		
	Total Office Expenses	\$869.36	\$9,760.00	\$8,890.64	\$1,159.15	\$1,254.01	\$9,650		
	Total Operational Expenses	\$11,246.67	\$26,247.00	\$15,000.33	\$14,171.89	\$16,949.32	\$26,963		
	Total Expenses	\$30,840.05	\$79,577.00	\$48,736.95	\$40,296.40	\$48,924.76	\$78,563		
	Net Income	\$35,621.51	\$1.00	(\$35,620.51)	\$32,626.35	\$24,868.95	\$0		

		<u>Closure</u>	<u>Operations</u>	<u>Operations</u>	<u>2024</u>	<u>2023</u>		
		<u>Apportionment</u>	<u>Apportionment</u>	<u>Apportionment</u>	<u>Assessment</u>	<u>Assessment</u>	<u>Diff</u>	
		<u>Rate</u>	<u>Rate</u>	<u>Rate</u>	<u>Totals</u>	<u>Totals</u>		
	Barrington	\$1,537	5.95%	\$164	8.33%	\$1,700	\$3,307	(\$1,607)
	Durham	\$2,431	9.41%	\$0	0.00%	\$2,431	\$2,431	(\$0)
	UNH	\$1,713	6.63%	\$0	0.00%	\$1,713	\$1,713	(\$0)
	Epping	\$1,834	7.10%	\$164	8.33%	\$1,998	\$3,605	(\$1,607)
	Greenland	\$1,560	6.04%	\$164	8.33%	\$1,724	\$3,331	(\$1,607)
	Lee	\$1,087	4.21%	\$164	8.33%	\$1,251	\$2,858	(\$1,607)
	Madbury	\$344	1.33%	\$164	8.33%	\$507	\$2,114	(\$1,607)
	Newfields	\$1,087	4.21%	\$164	8.33%	\$1,251	\$2,858	(\$1,607)
	Newmarket	\$2,382	9.22%	\$164	8.33%	\$2,545	\$4,152	(\$1,607)
	Newington	\$2,157	8.35%	\$164	8.33%	\$2,320	\$3,927	(\$1,607)
	Northwood	\$1,188	4.60%	\$164	8.33%	\$1,352	\$2,959	(\$1,607)
	Rollinsford	\$940	3.64%	\$164	8.33%	\$1,104	\$2,711	(\$1,607)
	Stratham	\$2,580	9.99%	\$164	8.33%	\$2,744	\$4,351	(\$1,607)
	Somersworth	\$4,990	19.32%	\$164	8.33%	\$5,154	\$6,761	(\$1,607)
		\$25,830	100.00%	\$1,963	100.00%	\$27,793	\$47,078	(\$19,285)
								(\$19,285)

**LAMPREY REGIONAL COOPERATIVE
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THURSDAY, MARCH 9, 2023 AT 2:00 PM
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The meeting was called to order at 2:04 PM by the Chair, Paul Deschaine, who represents the town of Stratham. Introductions were made by the attendees, including Denis Messier from Somersworth, Steve Fournier from Newmarket, Walter Johnson from Northwood, Dennis Koch from Epping, Erin Paradis from Barrington, Ed Walsh from Rollinsford, Scott Bugbee from Lee, and Martha Roy from Newington.

After introductions were made, the Chair moved on to the consideration of the minutes from the last meeting on January 12th, 2023. Steve Fournier made a motion to accept the minutes and Denis Messier seconded the motion. Steve Fournier pointed out that there were some scrivener's errors in the minutes but did not think a motion to amend was necessary. Dennis Koch pointed out that Epping was misspelled as "Effing" on the first page. The Chair called for a vote and the minutes were approved with all in favor.

The Chair reported on the public hearing that took place on January 31st, 2023, at 1:00 PM to hear comments on the operating enclosure budget. No one was present at the hearing and the minutes were submitted for the record. The 2023 financial reports were not available as they are done on a quarterly basis. The Chair moved on to the adoption of the proposed budget, which was the same as the one presented in January. The budget combines both the operating and closure funds into one operating budget. The landfill expenses were color-coded in green, and all other expenses were in yellow. The assessments were based on the percentage of material brought to the landfill over its life for the green expenses and a 1/12th distribution of expenses for operational costs for the yellow expenses. Steve Fournier made a motion to adopt the proposed consolidated operating budget for fiscal year 2023 and Walter Johnson seconded the motion. The motion was approved unanimously.

The next item on the agenda was the adoption of the contract extension with Waste Management for disposal services. The Chair apologized for having to get this at the last minute and explained that last-minute revisions came from Waste Management. The executive committee looked over the revisions along with samples and this was the result. A lot of what changed from the draft consisted of language added by counsel to ensure that the amounts shown on page three were fixed and would not change, with one exception being if state or federal law changed and added a new fee or charge to their operations.

Waste Management approached the executive committee last year about having an adjustment to their contract due to an increase in community host fees in Rochester and inflationary impacts. They wanted to see if they could pass these costs along through their contract.

The Chair explained that the contract with Waste Management did not have provisions for CPI or inflation and the executive committee had told Waste Management that it was not on the table. However, they were interested in a contract extension and negotiations began. The new rates per amendment two would become effective on June 1st if adopted. The rates were slightly higher than the contractual amount under amendment one but were still lower than market rates. The Chair had a tough time swallowing the \$127 per ton rate in 2033 but

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explained that it was due to the end of Waste Management's permit. The Chair entertained comments, questions, or thoughts before entertaining a motion to approve or disapprove the contract extension.

Denis Messier from Somersworth commented that their solid waste and recycling also went to Waste Management and their rates had gone up as well. The Chair acknowledged that there were inflationary and labor costs as well as regulatory schemes that were getting more difficult. Denis Messier also commented on the difficulty of dealing with sludge and PFAS and how Dover had to break off negotiations with Waste Management for sludge disposal.

The Chair pointed out that there was a deadline of June 1st for each member town to sign exhibit one. Each director representing their town would need to go back to their respective governing board or authority to sign the exhibit before June 1st. If this did not happen, the community would be out and would have to pay the gate rate for a while. There was a provision to opt back in, but there could be pushback. Denis Messier from Somersworth asked for clarification on whether their cost was just for closure of the landfill and if they still needed their city council to sign exhibit one. The Chair explained that if they wanted accessibility to the contract, their city would have to join by signing the joiner.

Steve Fournier made a motion to approve contract amendment number two with Waste Management for solid waste disposal services as presented and Denis Messier seconded the motion. The motion was approved.

Walter Johnson from Northwood asked if there was a threshold of communities that had to sign the contract. The Chair and Steve Fournier did not believe there was a threshold and technically, Lee could be the only member of the Lamprey cooperative if no one else signed. The hope and desire was that everyone or at least the vast majority would sign.

Steve Fournier made a motion to nominate Paul Deschaine from Stratham as Chair and Walter Johnson seconded the motion. The motion was approved unanimously. Steve Fournier also made a motion to nominate Scott Bugbee as Vice Chair and the motion was seconded and approved unanimously.

Scott Bugbee nominated Steve Fournier for Secretary and Denis Messier seconded the nomination. Steve Fournier mentioned that he may not be around as much due to running for Vice President of their National Association. The motion to close nominations and have the secretary cast one vote for the slate was approved unanimously.

Martha Roy made a motion to adjourn the meeting and Steve Fournier seconded the motion. The motion was approved unanimously, and the meeting was adjourned.

Transcribed by Rev.com

Reviewed and edited by Steve Fournier