

Otter Creek Watershed Insect Control District  
Meeting of the Board of Trustees  
20 October 2022  
Unapproved Minutes

Attendance

Board Members: Doug Perkins, Jeff Schumann, Brad Lawes, Jeff Whiting, Richard Russ, Doug Bailey, Ben Lawton, John Rouse, Steve Belcher; on Zoom: Chad Beckwith, Paul Vaczy, Brenda Fox-Howard

Others: Bruce Baccei (Proctor), Will Mathis (OCW), Wayne Rausenberger, Keith Whitcomb (RDH).

The meeting was called to order at 7:00 pm. The Chair noted that there was a quorum and that all Towns were fully represented.

Jeff Schumann moved to switch the order of the two Budget items under New Business, and to do the line-by-line review of the budget before deciding on the budget increase for the 2023-24 budget. The motion was approved.

Guests were welcomed and invited to comment. Wayne Rausenberger asked if a policy was being prepared on the sick-time policy (employees have been verbally notified). Also, what was the cost of the legal advice? (\$1681). He noted the Board had discussed changing the algorithm by which Town assessments are calculated; that the title for Will Mathis' position seemed to have changed, and that the final budget of the past year was not the one that had been voted on in November.

The Minutes of the September 15 regular meeting were approved with one change.

Treasurer's Report

The Treasurer had sent out the figures by email:

General Checking (5020)	32,782.93
Equipment Replacement & Capital Improvement (7510)	14,348.36
Legal Account (7660)	2,552.76
Debit Card (1303)	731.39
Total funds available	50,415.44
Current Balance of 2023 Grant	50,091.40
Invoice 2023/7 9/12-9/30/22 (not submitted)	1,687.68

He noted that one invoice had not yet been submitted to the State; it covered lab work performed after the end of the active season. A motion not to submit this invoice was approved. The Treasurer's Report was then approved.

## Operations Report

Will Mathis reported that the season was over, and they were in the process of winterizing the equipment. Brad Lawes asked about the inventory of the products. We have two pallets of PermaSease and 10 gallons of Fyfanon, enough for a first month of adulticide treatment, and 14 pallets of the larvicide. The Chair asked if we should order more now, but after discussion it was decided we could wait until March, when availability is likely to have improved. The Operations Report was approved.

## Chair's Report

The Chair noted that at the previous meeting, Wayne Rausenberger had raised the question of V-Tel's responsibility for maintenance in return for the easement they were given for use of the property; examination of the agreement showed this was a 'right' rather than a responsibility. Jeff Schumann moved that the Board contact V-Tel to invite involvement in the maintenance work; the motion was approved.

The Chair noted that the Notice of Intent (the permit for spraying) had been approved without any public comment offered; this precludes an appeal of the decision. On the matter of posting by the Town Clerks (an issue in 2018), the DEC has determined that posting on their website is sufficient notice.

He also noted that Steve Dwynell has been appointed to replace Cary Giguere in the VAAF as Director of the Public Health and Agricultural Resource Management Division; his previous experience was in integrated pest management and groundwater monitoring in Florida.

The Chair's Report was approved.

## Old Business

There is no news on the town's plan for the water supply.

On the Art Doty Memorial, Richard Russ and Ben Lawton had prepared a statement for a plaque; Ben also wished for a longer statement of Art Doty's contributions to the organization to be included, along the lines of the tribute he had published after Art passed away.

Steve Belcher moved that the plaque consist of the short statement, with a picture, and that another medium for a longer statement be prepared. The motion was approved. Cost estimates are needed.

## New Business

### A. Line-by-line Budget Review

#### i. Overhead

There was some discussion of the Audit: whether it should be done yearly or at intervals. There will be discussion of the interval, but there will not be an audit next year. The Audit line was placed in the 'Legal' category and some funds were allocated as advance payment against the future cost of the audit.

On Buildings and Grounds it was noted that some costs had been misallocated.

The increase in the Office Expenses was explained by the need for preparing new spray-route maps.

#### ii. Operation Expenses

Items were reviewed with little change. Brad Lawes suggested that any unspent funds under vehicle maintenance should be placed in the Capital/Equipment fund; this was agreed.

### B. Budget Increase

In a draft budget distributed by email to all Board Members in advance of the meeting, the Executive Committee proposed a budget with an increase of 5% in the total over the last year. At a previous meeting, the Board had voted to use the existing assessment algorithm updated with new data from the 2020 census. This resulted in a substantial change for Brandon (a \$12,000/30% increase) and Pittsford (a \$6,000/15% increase)

Jeff Schumann observed that the algorithm no longer does what it should and moved to rescind the decision to use the 2020 data. Steve Belcher said the increases for Brandon and Pittsford were too great for a single year's change and urged an incremental set of increases. Doug Bailey noted that the increase for Brandon amounted to one third of 1% of the Town's overall budget.. Jeff Schumann's motion was approved unanimously. The possibility of Proctor joining the District was considered; for this year, the budget assumes a continuation of the contract basis for services in Proctor, at a price of \$17,500.

Jeff Schumann then moved to use the old apportionment numbers with a 3% increase for the member towns. The motion was approved.

Jeff Schumann moved to establish an ad hoc committee to review the assessment algorithm, with one representative from each town, including Proctor, and this motion was approved. The Committee consists of Jeff Schumann (Chair/Salisbury), Chad Beckwith (Goshen), Doug Bailey (Brandon), John Rouse (Leicester), Steve Belcher (Pittsford), Bruce Baccei (Proctor).

The meeting was adjourned at 8:45 pm.

The next regular meeting is scheduled for Thursday, 17 November at 7:00 pm at the Brandon Senior Citizen Center, 1591 Forestdale Rd.

Respectfully submitted,  
Stephen Belcher