

**DRAFT**

**CHITTENDEN SOLID WASTE DISTRICT  
19 Gregory Drive South Burlington  
MEETING ROOM  
MINUTES OF REGULAR MEETING  
August 14, 2024**

**\*Hybrid Meeting via Zoom.**

**PRESENT****BOARD MEMBERS:**

Bolton	-----
Burlington	Matt Kobzik, Alt.
Charlotte	Ken Spencer
Colchester	-----
Essex	Alan Nye
	Wendy Duncan, Alt.
Essex Junction	Mike Sullivan
Hinesburg	Rick McCraw
Huntington	Barb Winters
Jericho	Leslie Nulty
	Tom Joslin, Alt.
Milton	Henry Bonges
Richmond	-----
Shelburne	Matt Lawless, Alt.
So. Burlington	Paul Stabler
	Allison Lazarz, Alt
St. George	-----
Underhill	Paul Ruess
Westford	-----
Williston	Kelton Bogasky
Winooski	Bryn Oakleaf

**STAFF:**

Sarah Reeves, Jen Holliday, Josh Estey, Amy Jewell, Becky Johnston

**OTHERS PRESENT:** Thomas Melloni, Esq.

**AGENDA:**

1. Call to Order & Agenda
2. Public Comment Period
3. Consent Agenda
4. Personnel Rules & Regulations
5. Other Business
6. Executive Session
9. Adjournment

**1. CALL TO ORDER & AGENDA**

P. Ruess called the meeting to order at 6:00 p.m.

**2. PUBLIC COMMENT PERIOD** – No public comment.

**3. CONSENT AGENDA** – P. Ruess change noted regarding motion from 7/10/2024.

**4. PERSONNEL RULES & REGULATIONS** – A. Jewell explained that CSWD has various buckets of paid time off and is requesting a change to combine personal time and Bennington Battle Day into the vacation time bucket. This proposal does not increase the time off for employees but does simplify the process. She noted that the change would result in employees being able to carry over more time per year (1x their accrual rate) and based on that an employee leaving employment could be paid out additional time. She also noted that the two personal days are available for employees to use with little notice, based on their situation, and vacation time is scheduled in advance.

Discussion was held on the following:

- timing of accruals/financial ramifications - A. Jewell said that employees receive a lump sum on July 1<sup>st</sup> but are only eligible for their pro-rated portion if they leave CSWD.
- the possible negative impact to employees not having designated personal time. A. Jewell said that CSWD's definition of sick time, which follows state law, is available to use in place of personal time, and includes items covering mental health and the need for a unanticipated time off. She said it is not typical for managers to inquire on specific reasons for employees to request sick time.
- Reasoning for the change being brought to the board – S. Reeves said that the original Charter, although not specifically clear, implies designation of this authority to the Board when the District was first formed and there wasn't a General Manager or Executive Director.

**Motion by P. Stabler, Second by A. Nye, BE IT RESOLVED that the Board of Commissioners of the Chittenden Solid Waste District hereby authorizes the Executive Director to update the Personnel Rules & Regulations to include simplification of paid time off as outlined above, and to change the term "sick leave" to "Wellness Leave" to better clarify the use of that leave as outlined in this memo. VOTING: All Ayes. Motion Carried.**

**5. OTHER BUSINESS** –

**Recycling Foam** - H. Bonges requested the board and staff consider a recycled foam program, which would include foam from furniture cushions. He said that Sleepwell Recycling, who CSWD uses as a vendor for mattress recycling, does accept foam and requested that a program be considered to divert further material from the landfill.

Discussion was held on the following:

- The board's authority to require further material diversion without legislation. S. Reeves noted that we do have this ability within our Ordinance. A. Nye commented that this could also occur through Product Stewardship.
- Acknowledgement that furniture can be problematic and also be left out at curbs during the ends of semesters.
- B. Oakleaf cautioned the board on directing CSWD staff to look into specific waste streams due to a number of complexities, similar to textiles and filmy

plastics, that are longer ongoing conversations. She noted support for investigating all options but said the answer may be unfavorable.

S. Reeves suggested a future board meeting with education on current waste reports. P. Ruess requested that staff look into the foam recycling request and report back to the board at a later date

#### **6. EXECUTIVE SESSION**

**Motion by P. Stabler, Second by A. Nye that the Board of Commissioners of the Chittenden Solid Waste District go into Executive Session to discuss real estate negotiations, where premature general public knowledge would clearly place the District, its member municipalities, and other public bodies or persons involved at a substantial disadvantage and to permit authorized staff to be present for this session. VOTING: All Ayes. Motion Carried.**

The Board entered Executive Session at 6:26 p.m.

**MOTION by A. Nye, Second by B. Oakleaf to exit Executive Session and reconvene the meeting.**

The Board exited Executive Session and reconvened the meeting at 7:20 p.m.

#### **ADJOURNMENT**

**MOTION by P. Stabler, SECOND by A. Nye, to adjourn the meeting. VOTING: unanimous; MOTION CARRIED.**

The meeting was adjourned at 7:20 PM.

***I agree that this is an original copy of minutes and they have been approved by motion of the Board of Commissioners at the \_\_ meeting held in \_\_\_\_.***

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***Amy Jewell, Secretary/Treasurer***