

**APPROVED**

**CHITTENDEN SOLID WASTE DISTRICT  
EXECUTIVE BOARD MINUTES  
VIA ZOOM & CSWD Administrative Office  
January 13, 2025**

**EXECUTIVE BOARD PRESENT:** Ken Spencer, Alan Nye, Paul Ruess, Paul Stabler

**OTHER BOARD MEMBERS:**

**CSWD STAFF PRESENT:** Sarah Reeves, Amy Jewell, John Balparda, Josh Estey,

**PUBLIC PRESENT:** None.

**AGENDA ITEMS:**

1. Agenda
2. Public Comment Period
3. Consent Agenda – 11/13/2024 minutes
4. Finance Director – Introduction
5. Flynn Avenue Sale Update
6. Ad Hoc Personnel subcommittee
7. Executive Session – contract negotiations
8. Other Business
9. Adjourn

**Paul Ruess called the meeting to order at 5:00 p.m.**

**Agenda #1. Agenda** – Executive Session eliminated from Agenda.

**Agenda #2. Public Comment Period** – No public comments.

**Agenda #3. Consent Agenda** – Minutes from 11/13/2024 were accepted as presented.

**Agenda #4. Finance Director – Introduction** – S. Reeves said she was thrilled to have John Balparda as CSWD's new finance director. John is a Middlebury resident with a wealth of experience in the private and non-profit sectors. John was an auditor for number of years and most recently worked as a pilot. The Executive Board members introduced themselves and welcomed John.

**Agenda #6. Ad Hoc Personnel subcommittee** – P. Ruess noted that Board members will be contacted by P. Ruess or A. Jewell with materials to begin the process. A. Nye, P. Stabler, and K. Spencer requested copies of the current contract. P. Ruess encouraged Board members to express ideas and concerns to the Ad Hoc committee. S. Reeves recommended sending comments to Amy, for Amy to distribute.

**Agenda #7. Executive Session – contract negotiations** – Item was removed from the agenda. S. Reeves stated that she does not yet have a draft purchase & sales agreement for Hinesburg Sand & Gravel

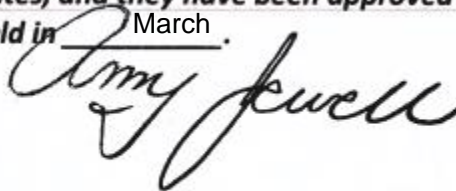
property. S. Reeves also noted that CSWD is receiving a \$1.5 million grant from ANR to use towards this project.

**Agenda #8. Other Business – None.**

**Agenda #5. Flynn Avenue Sale Update.** S. Reeves noted that the City of Burlington has been sending documents as needed to review and sign regarding the sale, including updated the boundary line of 1.25 Acres. The closing date will be January 31<sup>st</sup>, Likely before 12:00PM. Lee Perry is at the Burlington Board of Finance meeting to get approval to go to the City Council for approval of an inter-departmental loan to fund the project. S. Reeves is confident CSWD and City of Burlington will be able to close on the 31<sup>st</sup>.

**Agenda #9. Motion by P. Stabler, Second by A. Nye to adjourn the meeting. VOTING: unanimous; motion carried. The meeting was adjourned at 5:23 p.m.**

*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* March.



Amy Jewell, Recording Secretary