

APPROVED
CHITTENDEN SOLID WASTE DISTRICT
19 Gregory Drive South Burlington
MEETING ROOM
MINUTES OF REGULAR MEETING
May 28, 2025

***Hybrid Meeting via Zoom.**

PRESENT

BOARD MEMBERS:	Bolton	-----
	Burlington	Matt Kobzik (left meeting before vote)
	Charlotte	Ken Spencer
	Colchester	Lauren Eagan
	Essex	Alan Nye
	Essex Junction	Mike Sullivan
	Hinesburg	-----
	Huntington	Barb Winters
	Jericho	Tom Joslin, Alt.
	Milton	Henry Bonges (left meeting before vote)
	Richmond	-----
	Shelburne	Margaret Wiener
	So. Burlington	Paul Stabler
		Alison Lazarz, Alt.
	Underhill	Paul Ruess
	Westford	-----
	Williston	-----
	Winooski	Rachel Kennedy, Alt.

STAFF: Sarah Reeves, Amy Jewell, Jen Holliday, Josh Estey, Becky Johnston, Dan Goossen

OTHERS PRESENT: Thomas Melloni, Legal; Michael Moser, UVM Center for Rural Studies

AGENDA:

1. Call to Order & Agenda
2. Public Comment Period
3. Consent Agenda
4. 2024 CSWD Household Survey Presentation
5. Executive Session – Personnel Contract
6. Executive Director Contract
7. June Annual Organizational Meeting Preparation
8. Executive Session – real estate transactions
9. Real Estate Transaction
10. Other Business

1. CALL TO ORDER & AGENDA – Accepted as presented. P. Ruess called meeting to order at 6:00PM.

2. PUBLIC COMMENT PERIOD – No members of the public commented.

3. CONSENT AGENDA –

- Minor changes made to the April 16, 2025, Board Meeting minutes that board members sent separately before the meeting.

- 4. 2024 CSWD Household Survey** – J. Holliday introduced Michael Moser from UVM Center for Rural Studies, who conducted the household survey with his team in December 2024. J. Holliday said that since the 1990's CSWD has generally conducted surveys every two years. M. Moser provided an overview of the purpose, methods, and highlighted key points. The survey was conducted online in 2024, utilizing email addresses of Chittenden County residents with about 1800 respondents. Demographics show that more respondents are homeowners and held higher education levels than average rates in the county. He noted that the majority of respondents (~70%) primarily dispose of trash with a hauler. 85% of respondents have used a drop off center (docs) and 95% said they were very or somewhat easy to use. He outlined reasons why others did not use a DOC, which included: limited hours, distance, lines, no transportation. He reviewed a graph, which shows respondent's awareness of the DOCs accepted materials. J. Holliday said CSWD will use this data, coupled with the Waste Characterization study that the State of Vermont conducted, to prioritize education on specific materials that can be diverted from the landfill. Respondents had varied preferences on how to receive information from CSWD – email, website, Front Porch Forum, mail, etc. Board members asked questions following the presentation. Discussion was held on plastic film with a question on whether CSWD would consider collecting it. J. Holliday said that CSWD did consider this for upcoming budget year but was not able to pursue due to budget reasons.

5. Executive Session – Personnel Contract

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

The Board entered Executive Session at 6:46 P.M.

Motion by P. Stabler, second by A. Nye to exit Executive Session and reconvene the regular meeting. Voting: All Ayes. Motion carries.

The Board exited Executive Session at 7:15 p.m.

6. Executive Director Contract – Motion by P. Stabler, Second by A. Nye that the Board of Commissioners of the Chittenden Solid Waste District approve the Executive Director contract with Sarah Reeves for a period commencing July 1, 2025, through June 30th, 2030. Voting: All Ayes. Motion carries.

S. Reeves thanked the Board for their support.

7. June Annual Organizational Meeting Preparation – S. Reeves explained that every June, per CSWD's Charter, CSWD holds an annual organizational meeting where the Board elects their chair, vice chair, treasurer, and secretary, and the Executive Board members. S. Reeves explained the nomination process and deadline, including further clarification of the role of the Executive Board and other openings, and who eligibility for positions on the Board.

8. Executive Session – Real Estate Transactions - 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 and other invited interested parties to be present for this session. Voting: All Ayes. Motion carries.

The Board entered Executive Session at 7:20p.m.

Motion by P. Stabler, Second by A. Nye to exit Executive Session and reconvene the meeting. Voting: All Ayes. Motion carries.

The Board exited Executive Session at 7:40 p.m.

9. Real Estate Transaction - Motion by A. Nye, Second by P. Stabler to authorize the Executive Director to put the property owned by CSWD at 195 Flynn Avenue on the market. Voting: All Ayes. Motion carries.

10. Other Business – T. Joslin acknowledged CSWD's Waste Warriors who were at the Vampire Weekend Concert. T. Joslin also noted that he received the CSWD food scraps postcard mailer and complimented its design.

11. Adjournment – Motion by P. Stabler, seconded by A. Nye to adjourn the meeting. Voting: All Ayes. Motion Carried.

The meeting was adjourned at 7:44PM.

I agree that this is an original copy of minutes, and they have been approved by motion of the Board of Commissioners at the June 25, 2025 meeting held in South Burlington, VT.



Amy Jewell, Secretary/Treasurer