

DRAFT
CHITTENDEN SOLID WASTE DISTRICT
19 Gregory Drive South Burlington
MEETING ROOM
MINUTES OF ANNUAL ORGANIZATIONAL MEETING
June 25, 2025

***Hybrid Meeting via Zoom.**

PRESENT

BOARD MEMBERS:

Bolton	-----
Burlington	Lee Perry
Charlotte	Ken Spencer
Colchester	Lauren Eagan
Essex	Alan Nye
	Wendy Duncan, alt.
Essex Junction	Mike Sullivan
Hinesburg	Rick McCraw
Huntington	Barb Winters
Jericho	Leslie Nulty
Milton	Henry Bonges
Richmond	Andrew French
Shelburne	Margie Wiener
So. Burlington	Paul Stabler
	Allison Lazarz, Alt
St. George	-----
Underhill	Paul Ruess
Westford	-----
Williston	-----
Winooski	Rachel Kennedy, alt.

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

OTHERS PRESENT: Thomas Melloni, Esq.

AGENDA:

1. Call to Order & Agenda
2. Introduction of New Board Members
4. Elects Officers, Executive Board, and Granting of Authority
5. Set Meeting Schedule
6. Set Interest Rate for Late Payment
7. Continue Fidelity Bond for Officers
8. Approval of Check Signing Privileges
9. Adjournment

1. CALL TO ORDER & AGENDA

P. Ruess called the meeting to order at 6:00 p.m. No changes to the agenda.

3. INTRODUCTION OF NEW BOARD MEMBERS

Sarah Reeves noted that Joel Colf is the new member from St. George, replacing Sarah Tischler. Kelton Bogasky is no longer the Williston Representative, and the position is still vacant. P. Stabler thanked Kelton for his and Williston Representative is still vacant, and thanked Kelton Bogasky for the work he did while on the Board.

4. ELECT OFFICERS

Chair - Paul Ruess was the only nomination for Chair.

MOTION by P. Stabler, SECOND by L. Nulty, to close the nominations. VOTING: unanimous; MOTION CARRIED. VOTING ON ELECTION OF CHAIR: All Ayes. MOTION CARRIED. Paul Ruess is CSWD Chair of the Board of Commissioners.

Vice Chair - Alan Nye was the only nomination for Vice Chair.

MOTION by B. Winters, SECOND by K. Spencer, to close the nominations. VOTING: unanimous; MOTION CARRIED. VOTING ON ELECTION OF VICE CHAIR: All Ayes with one abstention by Alan Nye, MOTION CARRIED. Alan Nye is CSWD Vice Chair of the Board of Commissioners.

Secretary - P. Ruess was the only nomination by Secretary.

MOTION by L. Nulty, SECOND by P. Stabler, to close the nominations. VOTING: unanimous; MOTION CARRIED. VOTING ON ELECTION OF Secretary. All Ayes, MOTION CARRIED. Amy Jewell is CSWD Secretary of the Board of Commissioners.

Treasurer - Paul Stabler was the only nomination for Treasurer.

MOTION by Alan Nye, SECOND by L. Nulty to nominate Paul Stabler as Treasurer. VOTING ON ELECTION OF TREASURER: All Ayes, with one abstention/Paul Stabler. MOTION CARRIED. Paul Stabler is Treasurer for the CSWD Board of Commissioners.

b) ELECT EXECUTIVE BOARD & GRANTING OF AUTHORITY

Executive Board

MOTION by A. Nye, SECOND by L. Perry to nominate Alan Nye, Lee Perry, Paul Stabler, and Ken Spencer to the Executive Board. VOTING ON ELECTION TO EXECUTIVE BOARD: unanimous; MOTION CARRIED.

CSWD Chair (Paul Ruess) plus Alan Nye (Essex Town), Paul Stabler (South Burlington), Ken Spencer (Charlotte) and Lee Perry (Burlington) are elected to the Executive Board.

Granting of Authority

MOTION by A. Nye, SECOND by P. Stabler, to authorize the Executive Board to approve expenditures up to \$100,000. VOTING: unanimous; MOTION CARRIED.

MOTION by A. Nye, SECOND by P. Stabler, to authorize the Executive Director to approve expenditures up to \$50,000. VOTING: unanimous; MOTION CARRIED.

SET INTEREST RATE IF ASSESSMENT

MOTION by K. Spencer, SECOND by M. Wiener, to set the interest rate for late payment at 1% per month (12% per annum) for member towns if assessments are established. VOTING: unanimous; MOTION CARRIED.

CONTINUE FIDELITY BOND FOR OFFICERS

MOTION by P. Stabler, SECOND by A Nye, to continue the fidelity bond of \$500,000 per incident for commissioners of the Chittenden Solid Waste District, the Director of Finance, and the Executive Director. VOTING: unanimous; MOTION CARRIED.

APPROVAL OF CHECK SIGNING PRIVILEGES

MOTION by A. Nye, SECOND by K. Spencer, to authorize the Chair of the Board of Commissioners, the Executive Director, the Director of Administration, and the Treasurer to sign checks and electronic transfers throughout the upcoming year, and further, any check or electronic transfer greater than \$25,000 shall need two signatures. VOTING: unanimous; motion carried.

5. CONFLICT OF INTEREST

P. Ruess reminded commissioners of CSWD's *Conflict of Interest Policy* and encouraged all to read and understand the do's and don'ts of being a board member regarding potential conflicts, and the boards need to disclose those should they occur, to continue to have public trust.

6. Other Business – No other business was discussed.

ADJOURNMENT

MOTION by A. Nye, SECOND by P. Stabler, to adjourn the 2025 CSWD organizational meeting. VOTING: unanimous; MOTION CARRIED.

The meeting was adjourned at 6:31 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 ____.

Amy Jewell, Secretary/Treasurer