

**Draft**

**CHITTENDEN SOLID WASTE DISTRICT  
EXECUTIVE BOARD MINUTES  
VIA ZOOM  
Monday, August 8<sup>th</sup>, 2022 -5:00 p.m.**

**EXECUTIVE BOARD PRESENT:** Paul Ruess, Alan Nye, Lee Perry, Paul Stabler, Kelton Bogasky

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

**CSWD STAFF PRESENT:** Sarah Reeves, Amy Jewell, Josh Tyler, Michele Morris, Nola Ricci

**AGENDA ITEMS:**

1. **Agenda**
2. **Public Comment Period**
3. **Consent Agenda – Minutes of 06.13.22 & 07.27.22 Meetings**
4. **Administrative Office – Update/ Next Steps**
5. **MRF Bond Vote- Update**
6. **Executive Session – MRF Contract Negotiations & Personnel**
7. **Personnel Rules & Regulations – Exception**
8. **Other Business**

**Paul Ruess called the meeting to order at 5:01 pm**

**Agenda #1.** – No changes

**Agenda #2.** - No Comment from the Public.

**Agenda #3.** – P.Ruess noted a correction for the minutes of the 06.13.22 minutes. In the section, “Warning of Non-Compliance for Myers Container Corp”, the name ‘Casella’ is mistakenly included. Once this change is made, the Consent Agenda will be accepted as presented.

**Agenda #4** – S.Reeves presented an update on the proposed construction of a new Administrative Building. She said that due to rising construction costs she cannot recommend moving forward with a new build. This is disappointing for staff, but we are committed to looking at alternatives. She reviewed those options, which include purchasing an existing space, leasing, or retrofitting current offices. She said that the likelihood of a new office might be closer to 10 years out because we will be going through the MRF project. The Executive Board agreed that we did not need to revisit the need for new office space. That has already been determined. They discussed their concerns for both leasing and buying, and voiced

opinions for their preferred course of action. Several members note their preference for buying an office because of flexibility available and benefits of purchasing; and compare to leasing with searching for options to kick out of a lease five to seven years in lease arrangement. Other Board members discuss the possibility of staying at the 1021 Redmond Road facility, with staff noting the challenges of staying in both the office and of adding to the proposed MRF facility on Redmond Road.

S. Reeves noted that we are looking at smaller office options than we had currently been searching for and will come back with further information. For the present time, the Executive Board requested a more formal list of possible places to lease or purchase, and a proposed list or estimated costs of renovating 1021 Redmond Road.

**Agenda #5** – M.Morris and S.Reeves presented an update on the MRF Bond Voting Process. Voting on the Bond process will require everyone wanting to vote on the issue to either request a ballot ahead of time or vote in person. This has moved the timeline of CSWD’s work with Leonine up and information going to the public earlier, more frequently and through more channels. Mailings are planned for September and October; Selectboard presentations will happen in August, September, and October with additional public and community presentations occurring along the same schedule. Concurrently, digital ads (including Front Porch Forum posts) and print ads (including letters to the editor) will be sent to local papers and platforms for additional promotion. Staff are responding to any public feedback they receive, and invite the Board to bring any questions, complaints, or concerns about the vote to them for responses.

**Agenda #6. Executive Session - MRF Contract Negotiations & Personnel**

**Motion by P. Stabler, Second by A. Nye, I move that the Executive Board of Commissioners of the Chittenden Solid Waste District go into Executive Session to discuss the MRF contract negotiations and personnel matters 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, other invited interested parties, and the Solid Waste District attorneys to be present for this session.**

Executive Session was convened at 5:55 p.m.

**MOTION by P.Stabler SECOND by A.Nye, to adjourn Executive Session and reconvene the regular meeting. VOTING: unanimous; motion carried.**

Executive Session was adjourned, and the regular meeting reconvened at 6: 17 PM.

**Motion by P. Stabler, Second by K. Bogasky to approve the Executive Director’s request for an Exception to the Personnel Rules & Regulations dated June 2022, as noted in Section 7.1 Exceptions to the Policy, which were presented and discussed in Executive Session on July 27, 2022 and August 8, 2022.**

**Agenda #7. Other Business** – No Discussion was held.

**Motion by A.Nye, second by K.Bogasky to adjourn the meeting. VOTING: unanimous; motion carried. The meeting was adjourned at 6:20 p.m.**

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Amy Jewell, Recording Secretary

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

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Amy Jewell, Recording Secretary