

**UNAPPROVED**

**CHITTENDEN SOLID WASTE DISTRICT  
EXECUTIVE BOARD MINUTES  
Tuesday, January 19, 2021, 5:00 p.m. via Zoom**

**EXECUTIVE BOARD PRESENT:** Bryn Oakleaf, Alan Nye, Lee Perry, Logan Hegg

**OTHERS PRESENT:**

**CSWD STAFF PRESENT:** Sarah Reeves, Amy Jewell, Jon Dorwart, Nola Ricci, Jen Holliday, Dan Goossen, Josh Tyler

**AGENDA ITEMS:**

1. Agenda
2. Public Comment Period
3. Consent Agenda - Minutes of October 19, 2020 & October 28, 2020
4. Compostable Products Acceptance Change –Discussion Only
5. Personnel Rules & Regulations – Proposed Changes – Discussion Only
6. Executive Session – legal discussion

**Agenda #1.** – No changes to the agenda. Meeting called to order at 5:07 p.m.

**Agenda #2.** No public comment

**Agenda #3. Consent Agenda** – No discussion, accepted as is.

**Agenda #4. Compostable Products Acceptance Change –Discussion Only**

S. Reeves explained that included in the packet are three documents prepared by compost and outreach staff regarding decision to no longer accept compostable products at GMC. She noted that this has been an internal conversation that was a long time coming and that GMC’s acceptance of these materials is the exception rather than the norm. Roughly about 5% of compost facilities country-wide accept compostable products. The reason for this is outlined in the enclosed packet. Using compostable foodware is easier for event organizers and our customers who handle food scraps to streamline their processes and it can be easier for the consumer to divert as much as possible. However, the problem comes with not all products being compostable, which leads to aspirational composting thus significantly increasing the number of contaminants in the inbound stream. As Act 148 was approaching we knew a decision to evaluate whether to stop accepting these materials was coming.

S. Reeves added that with the new windrow turner, the inbound contamination is even more apparent, and reality is we have never been able to extract 100% of these contaminants. We are seeing increased complaints in the finished products and that is not acceptable.

D. Goossen explained that compostable plastics have been around for since the late 90's early 2000's with compostable liner bags being the first on the market. The idea was to accept these products to increase food waste diversion. He noted that GMC stopped taking compostable cutlery a while ago. The product line keeps growing and now includes cups, trays, clamshells, and more and the ratio of these containers has continued to increase and is easily identified in the windrows and most importantly in the finished product. D. Goossen noted that one windrow was not able to be sold as compost due to contamination and it is impossible to differentiate between the good plastic and the bad plastic. With a growing portion of that material coming in in large loads, there is no way to visually differentiate and continuing to accept this material is no longer sustainable. The contamination is problematic for composters trying to sell a high-quality product.

A. Nye said she received a call from the Champlain Valley Fair and they were distraught and will be on the GMC public meeting call that has been set up to discuss this further. They have done the work to get their vendors to convert to biodegradable containers and they are the are a big venue. They said it will be difficult for customers to put food in one container and the others as trash. They feel that Waste Warriors work, but not once the concert starts, it will be too difficult to manage. A. Nye said we need a good Public relations campaign so that the public is aware of this change. D. Goossen said Outreach has been coordinating this meeting and send the invite out to their lists and are keeping track of the attendees for the meeting. The original push was to provide the information to the customers most affected. A. Nye requested to be on the notification for the Zoom meeting on Monday.

B. Oakleaf asked about when the Board was notified about contamination or about GMC considering changing the policy in any of those updates. It was not readily known when this information was provided to the Board. She noted that the Board should always be notified before notifying our constituents. She cautioned to consider having data driven decisions before making changes. She noted that she sees the need for a high-quality product and the need to remove those materials but communicating that can be hard.

J. Tyler added that this will also allow us to have an enforceable contamination policy and reset to a baseline so that we can identify contamination and have a policy in place. D. Goossen said this will also allow us to quantify things more easily. He noted with the new system it takes longer to pick up the trash/contaminants then it does to turn the piles. D. Goossen said that we do record and track complaints. We have 2-3 beyond average.

**Agenda #5. Personnel Rules & Regulations – Proposed Changes – Discussion Only:** A. Jewell said that CSWD’s Personnel Policy includes a section on the Disciplinary and Grievance procedures for all CSWD employees. The personnel policy is reviewed on a regular basis and updated when needed. She noted this does need to go to the full board for approval. Changes are being proposed to sections Section 5.1 Disciplinary Procedure and 5.2 Grievance Procedure. She noted that the changes are proposed to simplify and clarify the section and include better examples of level one, level two, and level three offenses, clarification that suspensions are unpaid, administrative leaves are paid, a new Disciplinary Grievance chart to clarify the grievance process for managers and non-managers and includes the Executive Director’s determination on whether Level Two Offenses may be no longer considered after a period of three years. These proposed changes have been reviewed by CSWD’s Personnel Attorney and have been sent to staff for review and comments. L. Perry asked about guns on district property. A. Jewell noted there is a separate section regarding the right to request guns on CSWD property, which need to be kept in locked vehicles. B. Oakleaf asked for clarifying wording on section 5.1-3. This will be brought to the full board for approval.

**Agenda #6. Executive Session – legal discussion**

**MOTION by Alan Nye, Second by Lee Perry, to move that the Executive Board of Commissioners of the Chittenden Solid Waste District go into Executive Session for the purpose of confidential attorney client communications to provide legal services, 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 staff and the Solid Waste District attorneys to be present for this session.**

The Executive Board entered executive session at 5:54 p.m. VOTING: unanimous; motion carried.

**Motion by A. Nye, SECOND L. Perry to adjourn Executive Session and reconvene the meeting. VOTING: unanimous; motion carried.**

The Executive Board reconvened the meeting at 6:33 p.m.

**Motion by L. Perry, SECOND A. Nye to adjourn the meeting. VOTING: unanimous; motion carried.**

**The meeting was adjourned at 6:35 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