

DRAFT
CHITTENDEN SOLID WASTE DISTRICT
WILLISTON TOWN HALL
WILLISTON, VERMONT
August 28, 2019

PRESENT

BOARD MEMBERS:	Bolton	Duncan Galbraith
	Burlington	Lee Perry
	Charlotte	Abby Foulk
	Colchester	Tim Moran
	Essex	Alan Nye
	Essex Junction	Alan Nye
	Hinesburg	Lynn Gardner
		Doug Taff, alt.
	Huntington	-----
	Jericho	Leslie Nulty
		Bert Lindholm, alt.
	Milton	-----
	Richmond	Caleb Manna
	Shelburne	-----
	So. Burlington	Paul Stabler
	St. George	-----
	Underhill	Paul Ruess
	Westford	Michelle DaVia
	Williston	Jeremy Hulsey
	Winooski	-----

STAFF:

- Sarah Reeves
- Penley Danles
- Amy Jewell
- Nancy Plunkett
- Michele Morris
- Josh Estey
- Jen Holliday
- Josh Tyler

OTHERS PRESENT:

- Thomas Melloni, Paul Frank & Collins
- Mike Casella, Casella Waste Management
- Kelton Bagasky, Casella
- Tim Langlois, Casella
- Trav Fryer, Burlington resident

AGENDA:

- 1. Call to Order & Agenda
- 2. Public Comment
- 3. Minutes
- 4. Finance

5. Executive Director Report
6. FY19 Community Clean Up Fund Distributions
7. Consent Agenda
8. 2018 Diversion Report
9. DOC Needs
10. Bottle Bill
11. Household Hazardous Waste Contract
12. Other Business
13. Program Updates
14. Executive Session (pending litigation)
15. Adjournment

1. CALL TO ORDER & AGENDA

Chair Michelle DaVia called the meeting to order at 6 PM and recognized new board members Lee Perry (Burlington), Caleb Manna (Richmond alternate), and Jeremy Hulsey (Williston).

2. PUBLIC COMMENT PERIOD

Mike Casella reported Casella is in the permitting process for a de-packing facility and will work with CSWD.

Trav Fryer asked about reopening the Re-Use Zone in Burlington. Michelle DaVia said the matter is closed following three votes by the Board not in support of re-opening the facilities. CSWD is helping Richmond establish their own re-use facility. The same assistance can be offered to Burlington. She recommended that Mr. Fryer speak with the Burlington representative, Lee Perry about options.

3. APPROVAL OF MINUTES

June 26, 2019 – Annual Organizational Meeting & Regular Meeting

July 2, 2019 – Special Meeting

MOTION by Lynn Gardner, SECOND by Paul Stabler, to approve the minutes of 6/26/19 (two meetings) and 7/2/19 as presented. VOTING: all ayes except one abstention (Leslie Nulty – Jericho); motion carried.

4. FINANCE

a) Finance Committee – Report of Warrants

b) Bank Balances

Penley Danles, Finance Manager, reviewed the warrants, bank balances, and reserve funds.

Michelle DaVia announced Leslie Nulty was appointed Chair of the Finance Committee. Leslie Nulty stated the Finance Committee and new Finance Director will take a fresh look at how to manage the District's funds and allocate to future purposes. CSWD has multiple financial challenges ahead and the committee wants to ensure the most is realized with the finances. The Finance Committee will hold monthly meetings.

5. EXECUTIVE DIRECTOR REPORT

There were no comments in addition to the written report.

6. FY19 COMMUNITY CLEANUP FUND DISTRIBUTION

The balance in the Cleanup Fund (CCUF) for each town was provided. Staff reported new streamlined guidelines will be drafted giving Commissioners more flexibility for how on how Community Cleanup Funds may be used. Staff will also address how CCUF grants dovetail with the Waste Reduction matching grants. The original intent of the Cleanup Fund was to address illegal dumping.

7. CONSENT AGENDA

Sarah Reeves explained having a consent agenda is a way to streamline the meeting process. The consent agenda contains noncontroversial items and any item can be removed by Commissioner request.

MOTION by Alan Nye, SECOND by Lynn Gardner, to adopt the following Rule of Order:

- **A consent agenda may be presented by the Chair at the beginning of a meeting. Items may be removed from the consent agenda on the request of any commissioner. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after action on the consent agenda or placed on the regular agenda at the discretion of the Board of Commissioners.**

VOTING: unanimous; motion carried.

8. 2018 DIVERSION REPORT

Nancy Plunkett reviewed the 2018 Diversion Report, noting the data collected is used to track and evaluate programs and provide required reports to the state.

Alan Nye asked if Hannaford's provides information to CSWD on their food materials since they bring their materials to Maine. Nancy Plunkett said they do provide information.

Abby Foulk asked about the C&D increase. Nancy Plunkett said marketing by haulers, assistance at construction sites to separate materials, and ordinance changes have had an impact on C&D collection.

Bert Lindholm asked if payment is received for materials being diverted. Nancy Plunkett said the Solid Waste Management Fee is received for waste to the landfill, not for recyclables.

Leslie Nulty asked what the focus will be in the coming year based on the report. Nancy Plunkett said the information will be provided to staff to use in planning for programs. Data will be posted on the website to be used as an educational tool. Michele Morris noted that data from past diversion reports informed the legislature which resulted in banning food scraps from the landfill.

Michelle DaVia questioned the accuracy of the data compiled by the state versus CSWD since the state shows C&D at less than what CSWD says was diverted. Nancy Plunkett said licensed processors with CSWD must report data. Certain facilities are not required to report to the state. Also, the state does not require businesses to report.

Alan Nye stressed the need to work with the state to address the generation of MSW by the influx of people into Chittenden County each day for work and other reasons. Chittenden County's MSW rate per person per day continues to miss the District's goal. Nancy Plunkett said the state is aware of the situation. When the SWIP is updated the Board must decide whether to include CSWD goals or use the statewide goal.

9. DOC NEEDS

Michelle DaVia proposed an action plan to evaluate each DOC on several criteria and determine the cost of improvements. The report would be due June 30, 2020. Jeremy Hurley suggested benchmarking against DOCs out of the area for comparison. Abby Foulk suggested hearing from consumers on their expectations of the DOCs. Paul Stabler recalled one item discussed at the retreat was a bulky waste facility to free up space at the DOCs. Also, a new MRF will be constructed and this should be part of the conversation. Caleb Manna suggested review of the DOC hours of operation to make sure the needs of the public are being met.

Leslie Nulty asked if any DOCs are candidates for "quick fix" type work that should be done before the due date of the report. Sarah Reeves said any safety issues will be addressed with material flow, pedestrian flow, traffic flow. Opportunities for improvement are also being identified such as repurposing the Re-Use sheds.

MOTION by Duncan Galbraith, SECOND by Leslie Nulty, to adopt the following resolution:

- **Be it resolved, that the Board of Commissioners instructs management to assess conditions at all DOCs such as, but not limited to, safety, the issue of cars waiting to enter and impeding street traffic, efficiency of customer flow, and ease of disposal of materials, and to complete a report by or before June 30, 2020 with the findings presented to the Board of Commissioners upon completion.**

VOTING: unanimous; motion carried.

10. BOTTLE BILL

Jen Holliday reported that every year the legislature discusses the bottle bill. CSWD has suggested to legislators to consider addressing all packaging, not just beverage containers. Proposed expansion of the bottle bill would cover additional cans, glass bottles, plastics. Even with the expansion there will not be 100% capture rate, but an additional 2,480 tons will be kept out of the landfill. With the expanded bottle bill the MRF would lose an estimated \$151,000 in revenue (6% of the total commodity revenue). Losing this amount of money in commodity sales in today's market would mean the tip fee would have to be increased by \$5 per ton to \$70. The cost of the bottle bill to the

consumer is \$459/ton. The legislature passed a law two years ago that will move funds from unclaimed deposits from the distributor to the Clean Water Fund. This provides a greater incentive for legislators to expand the bottle bill.

Staff requests that the Board determine whether CSWD take more of an advocacy role versus an informational role with the bottle bill.

Paul Reuss suggested the bottle bill address glass and plastic while aluminum continues to go to the MRF. Jen Holliday said alternatives have been proposed, but it has not been clear how the alternatives would work. The system is complicated, and it is difficult to get someone off a system that has been in place for so many years like the bottle bill.

Bert Lindholm suggested increasing the fee on bottles to ten or fifteen cents. Sarah Reeves said the issue is whether consumers would be willing to buy the bottled beverage at the higher cost or if there would be more redeeming of empties which would not leave money for the Clean Water Act.

11. HOUSEHOLD HAZARDOUS WASTE CONTRACT

MOTION by Lynn Gardner, **SECOND** by Alan Nye, to approve the following resolution:

- **Be it resolved that the Board of Commissioners authorizes the Executive Director to enter into a contract for hazardous waste transportation and disposal services with Clean Harbours Environmental for a three-year period with the value of the combined contracts (Clean Harbours and NRC East Environmental) not to exceed \$225,000 per year for three years. VOTING: unanimous; motion carried.**

12. OTHER BUSINESS

None.

13. PROGRAM UPDATES

- The Board received written briefs on CSWD programs/projects.

14. EXECUTIVE SESSION

MOTION by Alan Nye, **SECOND** by Lynn Gardner, to find that premature public knowledge of ongoing/pending litigation involving the CSWD MRF would place the District and its member communities at substantial disadvantage and based on that finding to go into Executive Session to discuss MRF negotiations and invite CSWD staff and attorney(s) to attend. **VOTING: unanimous; motion carried.**

Executive Session was convened at 8:05 PM.

15. ADJOURNMENT

The meeting was adjourned at PM.

M.E.Riordan, Recording Secretary

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