

DRAFT

**CHITTENDEN SOLID WASTE DISTRICT
ZOOM MEETING/Williston Town Hall
January 25, 2023– Regular Meeting**

PRESENT**BOARD MEMBERS:**

Bolton	-----
Burlington	Lee Perry
Charlotte	Ken Spencer
Colchester	Liz Hamlin Volz
Essex	Alan Nye
Essex Junction	Mike Sullivan
Hinesburg	Rick McCraw
Huntington	-----
Jericho	Leslie Nulty
	Tom Joslin, alt.
Milton	-----
Richmond	Logan Hegg
Shelburne	-----
So. Burlington	Paul Stabler
	Allison Lazarz, alt.
Underhill	Paul Ruess
	Dan Steinbauer, alt
Westford	Katie Frederick
Williston	Kelton Bogasky
Winooski	Bryn Oakleaf

STAFF:

Sarah Reeves	
Amy Jewell	Nola Ricci
Jen Holliday	Josh Tyler

OTHERS PRESENT:

Thomas Melloni, Esq.

AGENDA:

1. Agenda
2. Public Comment Period
3. Consent Agenda
4. Administrative Office
6. Executive Session
7. Memorandum of Understanding

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1. **CALL TO ORDER and AGENDA** Chair Paul Ruess called the meeting to order at 6:00 pm.
No changes to the agenda.

2. PUBLIC COMMENT PERIOD - No discussion.**3. Consent Agenda** – Accepted as presented.

4. Administrative Office – S. Reeves said that CSWD issued an RFP for the Administrative Office Fit up for the leased space in South Burlington. J. Tyler said that eight construction companies received the RFP and four companies bid on the project with a deadline of completion of mid-March. CSWD is commending that the Board approve the low bid, which is Opus Corporation.

MOTION by Paul Stabler, Second by Katie Frederick, that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement with the Opus Corporation, Williston, Vermont, for construction fit up costs associated with the District's lease property at 19 Gregory Drive, South Burlington, for a contract amount not to exceed \$222,275. VOTING: unanimous; motion carried.

5. Executive Session

MOTION BY P. Stabler , SECOND by A. Nye, to move that the Board of Commissioners of the Chittenden Solid Waste District go into Executive Session to discuss contract negotiations in regard to the Town of Williston Waterline and the MRF Casella Contract 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 attorney to be present for this session. VOTING: unanimous; motion carried to enter Executive Session at 6:10 p.m.

MOTION by A. Nye, Second by P. Stabler to exit Executive Session and reconvene the regular meeting. VOTING: unanimous; motion carried to exit Executive Session at 7:05 p.m.

6. ADJOURNMENT

MOTION by A. Nye, Second by K. Frederick to adjourn the meeting. VOTING: unanimous; motion carried.

The meeting was adjourned at 7:05 PM.

Amy Jewell, 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 Williston.

Secretary

Amy Jewell,

DRAFT
CHITTENDEN SOLID WASTE DISTRICT
ZOOM MEETING Only
February 22, 2023– Regular Meeting

PRESENT**BOARD MEMBERS:**

Bolton	----
Burlington	Lee Perry
Charlotte	----
Colchester	Liz Hamlin Volz
Essex	Alan Nye
Essex Junction	Mike Sullivan
Hinesburg	Rick McCraw
Huntington	----
Jericho	----
	Tom Joslin, alt.
Milton	Henry Bonges
Richmond	-----
Shelburne	-----
So. Burlington	Paul Stabler
	Allison Lazarz, alt.
Underhill	Paul Ruess

Westford	----
Williston	Kelton Bogasky
Winooski	Bryn Oakleaf

STAFF:

Sarah Reeves
 Amy Jewell

OTHERS PRESENT:

Thomas Melloni, Esq.
 Kate Heppner
 Margaret Wiener

AGENDA:

1. Agenda
2. Public Comment Period
3. Bond Loan Authorization
4. Other Business

1. **CALL TO ORDER and AGENDA** Chair Paul Ruess called the meeting to order at 6:00 pm. Henry Bonges requested information on Sarah's conference. She will update under Other Business.

2. **PUBLIC COMMENT PERIOD** - No discussion.

BOND LOAN AUTHORIZATION – P. Ruess stated that the voters approved authorization of CSWD to borrow up to \$22,000,000 and issue general obligation bonds to finance the cost of a new Materials Recovery Facility. S. Reeves noted that this is the first step in the bond request and we are asking to borrow \$10 million through the Vermont Municipal Bond Bank at this time and not the full \$22 million. This is because we are applying for grants and if those are awarded we do not want to borrow more than necessary. This will cover the down payment for the system, permitting, and design work.

S. Reeves noted that we are doing an interest only payments for the first five years so that we can get our feet under us as we get the new MRF operational and can get a better understanding of cashflow. Once we know the interest rate, we'll be able to plug in that information. We'll know by the end of this year the amount of additional funds we'll need to borrow.

S. Reeves noted that the documents as presented to the Board include a highlighted section, which calls attention to specific language that is not typical of standard bond bank documents. CSWD requested the specific language be included because we currently have a third party who operates the MRF and the additional wording preserves our flexibility if that relationship should change and CSWD decides to operate the MRF.

Thomas Melloni summarized that these documents authorize the District to enter into a \$10 million bond through the Vermont Municipal Bond Bank and forms a loan agreement. The change in the wording allows CSWD to enter into qualified management contracts. The bond will be a tax exempt obligation and any private operator would need to meet certain parameters, which as been previously discussed. This will be competitive bid process that will be completed by an estimated date of March 6, 2023 and signatures will be required by the Chair, Vice Chair, and the Treasurer. It is a State bond bank with an AA bond rating, which is favorable.

S. Reeves summarized that this is the standard loan document with the one exception to the wording.

MOTION by Alan Nye , Second Paul Stabler, to move the adoption of the resolution of the BOARD OF COMMISSIONERS OF THE CHITTENDEN SOLID WASTE DISTRICT RELATING TO THE ISSUANCE OF ITS GENERAL OBLIGATION BOND as presented to the Board at this meeting.

Discussion: Paul Ruess asked when the next opportunity to borrow additional money would be. S. Reeves said that this goes out twice per year, so most likely November/December 2023, or we would wait until the spring of 2024. He noted appreciation for Counsels work with this. S. Reeves noted that appreciation that Thomas is recommended as the Attorney in the State to work with Bonds so we are fortunate he is on our team. Lee Perry questioned the \$10 million is for equipment and the timing. S. Reeves noted that everything is customized and it's estimated at 12 to 14 months and with Van Dyke, they require 30% down, and then an additional 30% down and that totals about \$10 million.

VOTING: unanimous; motion carried.

3. Other Business – S. Reeves said she will be presenting at the Solid Waste Association of North America (SWANA)– Region 8 Technical Session at UMass regarding the MRF project and technology. She will provide an overview of the process and is excited to be representing both CSWD and women in solid waste, as she is the only female panelist. This session is March 1st.

In April she will be hosting a webinar for the Northeast Waste Management Official's Association (NEWMOA). The topic will be on jargon used in the solid waste industry. K. Bogasky asked if members could attend. S.Reeves will find out if membership is required and will provide information to the Board.

The next meeting will be on March 8, 2023, which will review the FY 24 Proposed Budget and it's likely we will not need a March 22, 2023 meeting.

MOTION by A. Nye, Second by P. Stabler to adjourn the meeting. VOTING: unanimous; motion carried.

The meeting was adjourned at 6:20 PM.

Amy Jewell, 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 Williston.

Secretary

Amy Jewell,