

## 3.8-1

TO: Board of Commissioners  
FROM: Sarah Reeves, Executive Director  
DATE: February 22, 2024  
RE: Contract extension, Burlington Electric Department – McNeil Wood Waste Depot

---

For over ten years CSWD has had a contractual agreement with the Burlington Electric Department (BED) to host a wood waste depot at BED's property in Burlington at the site of the McNeil Generating Station. The arrangement has been beneficial for both parties, in that BED utilizes the clean wood materials brought to the site as fuel for the McNeil station and Burlington residents and landscapers have a local option for collection of leaf and yard waste. This arrangement also allows CSWD to apply for and receive from the Department of Environmental Conservation a waiver from the requirement specifying that solid waste facilities that accept municipal solid waste must also accept leaf and yard debris. The proximity of the McNeil Wood Waste Depot, located at 111 Intervale Road in Burlington, to the CSWD Drop Off Center located at 339 Pine Street satisfies the convenience of service requirement for solid waste facilities.

CSWD provides hauling services for the leaf and yard waste component of the material collected and delivers the material to the ORF. BED utilizes the clean wood component of the material collected. The location is heavily utilized by Burlington residents and local landscapers, and the leaf and yard waste collected at the site provides 18% of the Organics Recycling Facility's annual feedstock of this material. Given the size constraints of the DOC on Pine Street, CSWD would not be able to accommodate acceptance of leaf and yard waste and clean wood at the location as currently configured, and so we rely on the wood waste depot for this service.

The cost of the contract is \$60,000 per year, payable quarterly. BED is responsible for staffing and maintaining the site, capital requirements, permits, utilities, and insurance. BED does not charge a tipping fee for materials sourced within Chittenden County.

The current Agreement (attached) provides for an extension of the Agreement for two 1-year periods, at the same terms and conditions, and at the mutual agreement of the parties. I am recommending that we execute the first extension term, effective January 1, 2024 through December 31, 2024.

**BE IT RESOLVED that the Board of Commissioners authorizes the Executive Director to execute the first of two renewal terms of the Contractual Agreement dated January 11, 2021 with the City of Burlington through its electric light department known as Burlington Electric Department for the operation of a Wood Waste Depot located at the McNeil Generating Plant in Burlington, in an amount of \$60,000 for a term to expire December 31, 2024.**