

APPROVED
CHITTENDEN SOLID WASTE DISTRICT
ZOOM MEETING
July 27, 2022 – Regular Meeting

PRESENT

BOARD MEMBERS:

Bolton	-----
Burlington	Lee Perry
Colchester	Renae Marshall, alt.
Essex	Alan Nye
Essex Junction	Alan Nye
Hinesburg	Rick McCraw
Huntington	-----
Jericho	Leslie Nulty
	Tom Joslin, alt.
Milton	----
Richmond	-----
Shelburne	Tim Loucks
So. Burlington	Paul Stabler
Underhill	Paul Ruess
Westford	-----
Williston	Kelton Bogasky
Winooski	Bryn Oakleaf
	Dr. Ron Stotyn, alt.

STAFF:

Sarah Reeves
Amy Jewell
Jen Holliday
Nola Ricci
Michele Morris
Josh Tyler
Nola Ricci

OTHERS PRESENT:

Thomas Melloni, Esq.
Kevin Harms
Ryan Cournoyer, Van Dyk Recycling Solutions

AGENDA:

1. Agenda
 2. Public Comment Period
 3. Materials Recovery Facility
 - a.) Resolution of Need
 - b.) Single Stream Equipment Procurement
 - c.) Financing
 4. Executive Session
 5. Other Business
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1. CALL TO ORDER and AGENDA Chair Paul Ruess called the Organizational meeting to order at 6:00 pm. Two items were added to Other Business. Those items were, seating the Finance Committee, and a meeting calendar reminder. The agenda was accepted as amended.

2. PUBLIC COMMENT PERIOD - No discussion.

3. MRF

a.) **Resolution of Need**

S. Reeves reviewed the Resolution of Need. Noted changes to the Resolution included:

- Correcting the date of the Board meeting from Nov 8 to July 27
- Correcting the Village of Essex Junction to the City of Essex Junction
- Including the polling location for St. George
- include "Materials Recovery Facility" to the ballot question to improve clarity for voters.

It was noted that signatures are not required, and the Secretary of the Board certify the vote and will include the voting results in the minutes.

L. Perry asked if the District is intending to assess member communities for repayment of the District's debt service. The ballot question includes the possibility of assessment to member towns. S. Reeves noted that this is required by Charter but will not occur unless a dire situation were to occur, such as the District were to dissolve.

**Motion by Paul Stabler, Second by Ken Spencer to move the resolution as revised. VOTING: All Ayes
MOTION PASSED**

b.) **Single Stream Equipment Procurement**

J. Tyler presented on the Single Stream Procurement. He reviewed the procurement objectives which include increased material sortation, and sorting flexibility, automation, and optimization, futurizing with room for robotics and higher throughput, and service, parts, maintenance, and training. He reviewed the system qualifications to include 25 tons per hour throughput and 40,000sf processing area, optical sorters, ballistic separators, eddy current, magnetic separator, two baler systems, large commodity bunkers, QA/QC on residual line, existing baler and glass clean up, and full baler redundancy. Qualifications of the targeted commodities would be 95% recovery and 97% purity. Four companies bid on the project. The evaluation team consisting of J. Tyler, J. Holliday, and S. Reeves reviewed the bids, interviewed each respondent, met with them at the national Waste Expo and viewed equipment at the Expo, and visited MRFs. The five-month process resulted in Van Dyk Baler Solutions scoring the

highest. He noted they are not the least expensive proposal, but their proposal exceeded the needs of the District and provided the best package for the price. Discussion was held on the use of existing balers, protection from hacking with an automated system, addressing new technology versus proven technology, staffing needs, national standards for residuals, QA/QC, and direct baling.

Ryan Cournoyer, from Van Dyk Recycling Solutions presented on Van Dyk and the proposed new MRF equipment.

MOTION by Ken Spencer, Second by Paul Stabler, BE IT RESOLVED that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement with Van Dyk Recycling Solutions, Norwalk, CT, for the purchase of a Materials Recovery Facility Single Stream Recycling System as described in their initial and subsequent response to RFP No. 20220104 for an amount not to exceed \$16,160,000, purchase of which is contingent upon a successful Bond vote in November 2022. VOTING: Approved All Ayes. MOTION PASSES.

c.) **Financing**

S. Reeves presented the MRF Cash Flow and Assumptions and Financing and noted that a portion of this discussion is open session discussion and due to contract negotiations the second part of this will occur in Executive Session. The basic cash flow assumptions includes the following: 35 tons inbound per year, 2% annual growth for in-district tons, 5% increase in sorted material yield, an \$80/ton average tip fee for 10 years, years -3 through -1 based on current 10-year ACR average, 5% increase in ACR revenue in first 5 years, residue percentage increase to 10% (up from 7%), increased operating expenses, pga cost decrease, debt service payments based on current interest rates for \$16M bond, 4 years of a sinking fund for debt service, excess funds in year 2 of new MRF, and capital contributions begin in year 2 with a need near year 11.

S. Reeves reviewed the financing for a \$26M project, which includes a \$16M bond, \$6M from Closed Loop Fund, CSWD contribution of \$3.5M CSWD contribution, and \$500,000 from Recycling Partnership. She also noted the potential opportunity to apply for grant funding and will pursue that option if/when available.

4. EXECUTIVE SESSION

MOTION BY Leslie Nulty, SECOND by Ken Spencer, to move that the Board of Commissioners of the Chittenden Solid Waste District go into Executive Session to discuss contract negotiations with respect to the Materials Recovery Facility 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 attorneys to be present for this session.

The Board entered Executive Session at 7:40 p.m.

MOTION by Alan Nye; second by Leslie Nulty to exit Executive Session and reconvene the regular meeting. VOTING: unanimous; motion carried to exit Executive Session at 8:32 PM.

5. OTHER BUSINESS

Paul Ruess appointed the Finance committee to include Chair Leslie Nulty, Paul Stabler, and Rick McCraw.

Paul Ruess noted that the Executive Board meeting was moved from August 15th to August 8th.

6. ADJOURNMENT


MOTION by Paul Stabler to adjourn the meeting; second by P. Stabler. VOTING: unanimous; motion carried.

The meeting was adjourned at 8:35 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 August 24, 2022 meeting held in Williston.



Amy Jewell, Secretary