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APPROVED

**CHITTENDEN SOLID WASTE DISTRICT
EXECUTIVE BOARD MINUTES
ADMINISTRATIVE OFFICE OR VIA ZOOM
Wednesday, April 18, 2022 -5:00 p.m.**

EXECUTIVE BOARD PRESENT: Paul Ruess, Lee Perry, Paul Stabler, Alan Nye

OTHERS PRESENT: Tim Loucks, Kelton Bogasky

CSWD STAFF PRESENT: Sarah Reeves, Josh Tyler, Amy Jewell, Jen Holliday, Nola Ricci, Michele Morris, Thomas Melloni, Staff Attorney

AGENDA ITEMS:

1. **Agenda**
2. **Public Comment Period**
3. **Consent Agenda**
4. **MRF Bond Vote Campaign**
5. **Resumption of In-person Meetings**
6. **Executive Session**
7. **Other Business – May Executive Board meeting date change**

Paul Ruess called the meeting to order at 4:33pm.

Agenda #1. – No Changes to the Agenda.

Agenda #2. - No Comment from the Public.

Agenda #3. – Consent Agenda

Agenda #4. MRF Bond Vote Campaign J. Holliday explained that CSWD issued an RFP to develop and implement a public relations and community outreach campaign for the purpose of receiving voter approval in November 2022 general election to bond for a new MRF. CSWD received two bids and after evaluation is recommending hiring Leonine Public Affairs located in Montpelier at a cost not to exceed \$85,575. She noted their long-standing involvement in Vermont and their quality and creativity of their proposal. She noted that their proposal does not include direct and passed through costs for advertising, postage, and direct mailers. Discussion was held on the timing of the Bond vote and the possibility of it's coinciding with the BHS vote, and suggested wording to be sure it is noted that this bond vote does not affect voter property taxes.

Further discussion was held on the different strategies Leonine is recommending for spreading our message with a focus on public outreach to likely voters throughout Chittenden County. Clarification is given on the need to have a majority of voters, not of towns for the bond vote to pass, and further discussion is held on the timeline of the

campaign. J. Holliday notes that the campaign is short, but enough time to put together a good campaign that rolls out to the date of the bond vote.

Finally, discussion was held on different aspects of what Leonine would be providing in their contract, and the budget ratio this project is using. S. Reeves confirmed this amount is normal, as campaigns of this nature are frequently calculated “cost per likely voter”. Community partnerships with other organizations was also discussed; specifically with the Champlain Water Services Executive Director, who offered advice on their bond campaigns and legal requirements for the MRF Bond Campaign.

Motion by Paul Stabler, second by Alan Nye, BE IT RESOLVED that the Executive Board of Commissioners authorizes the Executive Director to enter into a contractual agreement with Leonine Public Affairs for an amount not to exceed \$85,575 for the purpose of developing and implementing a campaign to receive approval from voters in Chittenden County for CSWD to bond for a new Materials Recovery Facility. Voting: All Ayes

Agenda #5. Resumption of in-person meetings – A. Jewell noted that the Governor passed Act 78 on January 18, 2022, that once again temporarily amending Vermont’s open meeting law in response to COVID-19. Under Act 78, until January 15, 2023 public bodies are able to hold fully remote public meetings. Discussion was held on returning to hybrid meetings to include an in-person option. It was recommended that the hybrid schedule start with the June organizational meeting.

Agenda #6. Executive Session

Motion by Paul Stabler, second by Lee Perry to move that the Executive Board of Commissioners of the Chittenden Solid Waste District go into Executive Session to discuss contract negotiations with respect to the City of Burlington Flynn Avenue Property and the Casella MRF 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. Voting: unanimous; motion carried.

Executive Session was convened at 5:35 p.m.

MOTION by Paul Stabler, SECOND by Alan Nye, to adjourn Executive Session and reconvene the regular meeting. VOTING: unanimous; motion carried.

Executive Session was adjourned, and the regular meeting reconvened at 6:29 PM.

Agenda #7. Other Business – Discussion was held on rescheduling the May Executive Board meeting due to meeting conflicts Sarah will have with budget presentations. The meeting will be changed to Wednesday, May 18, 2022 at 5:00 p.m.

Motion by Alan Nye, second by Paul Stabler to adjourn the meeting. VOTING: unanimous; motion carried. The meeting was adjourned at 6:33 p.m.

Amy Jewell

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 05/18/22 meeting held in Williston.

Amy Jewell

Amy Jewell, Recording Secretary