

DRAFT
CHITTENDEN SOLID WASTE DISTRICT
WILLISTON TOWN HALL
WILLISTON, VERMONT
October 23, 2019

PRESENT

BOARD MEMBERS:

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

STAFF:

Sarah Reeves
Penley Danles
Amy Jewell
Michele Morris
Jen Holliday
Josh Tyler
Dan Goossen

OTHERS PRESENT: Thomas Melloni, Paul Frank & Collins

AGENDA:

1. Call to Order & Agenda
2. Public Comment
3. Consent Agenda
4. Finance
5. Ad Hoc Committee
6. Executive Session: Flynn Ave. MOU
7. Flynn Ave. MOU
8. Other Business
9. Adjournment

[Note: Minutes reflect the order of the published agenda.]

1. CALL TO ORDER & AGENDA

Chair Michelle DaVia called the meeting to order at 6 PM. The agenda was amended to postpone the report on Finance until the arrival of the Finance Director.

2. PUBLIC COMMENT PERIOD

There were no comments from the public.

3. CONSENT AGENDA

3.1 Minutes – September 25, 2019

3.2 Executive Director Report

3.3 Program Updates

Without objection the consent agenda items were approved.

4. FINANCE

Penlay Danles pointed out there is a change in the format of the cash-on-hand fund reconciliation. The changes to the balance sheet were reviewed.

Leslie Nulty asked what the number of weeks of operating costs is represented in the cash balance which is a good number to know. Penlay Danles will gather the information.

Paul Ruess suggested the change from the previous month be shown.

5. AD HOC COMMITTEE

Michelle DaVia said the ad hoc committee is charged with review of the Executive Committee policies, procedures, and practices. Paul Ruess, Tim Moran, Caylin McCamp, Abby Foulk will serve on the committee. The Executive Director's contract needs to be renewed next year (the contract renewal is typically handled by the Executive Committee) and the contract needs to reflect current duties and activities. This will be coordinated with the ad hoc committee's work on the Executive Committee review.

6. EXECUTIVE SESSION: Flynn Ave. MOU

MOTION by Alan Nye, SECOND by Lynn Gardner, that the CSWD Board of Commissioners goes into Executive Session to hear pending or probable litigation involving CSWD and to discuss contract negotiations for Flynn Avenue where premature public knowledge would place CSWD and its member municipalities and other public bodies or persons involved at a substantial disadvantage, and to permit CSWD staff and legal counsel to attend. VOTING: unanimous; motion carried.

Executive Session was convened at 6:05 PM.

MOTION by Alan Nye, SECOND by Leslie Nulty, to adjourn Executive Session. VOTING: unanimous; motion carried.

Executive Session was adjourned at 6:50 PM.

7. **FLYNN AVE. MOU**

MOTION by Alan Nye, **SECOND** by Lynn Gardner, be it resolved that the CSWD Board of Commissioners authorize the Executive Director to execute the first year option of the second MOU with the City of Burlington regarding CSWD property at 195 & 205 Flynn Ave., Burlington. **VOTING: unanimous; motion carried.**

8. **OTHER BUSINESS**

None.

9. **ADJOURNMENT**

MOTION by Lynn Gardner, **SECOND** by Duncan Galbraith, to adjourn the meeting. **VOTING: unanimous; motion carried.**

The meeting was adjourned at 6:55 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