

**UNAPPROVED
CHITTENDEN SOLID WASTE DISTRICT
WILLISTON TOWN HALL
WILLISTON, VERMONT
December 18, 2019**

PRESENT

BOARD MEMBERS:

Bolton	Duncan Galbraith
Burlington	Jennifer Green, Alt
Charlotte	-----
Colchester	Tim Moran
Essex	-----
Essex Junction	-----
Hinesburg	Lynn Gardner
	Doug Taff, alt.
Huntington	-----
Jericho	Leslie Nulty
	Bert Lindholm, Alt.
Milton	-----
Richmond	Logan Hegg
Shelburne	Tim Loucks
So. Burlington	Paul Stabler
St. George	-----
Underhill	Paul Ruess
	Dan Steinbauer, Alt.
Westford	Michelle DaVia
Williston	Jeremy Hulsey
Winooski	Bryn Oakleaf

STAFF:

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

OTHERS PRESENT:

Thomas Melloni, Paul Frank & Collins
Richard Saunders, Milton resident

- AGENDA:**
1. Call to Order & Agenda
 2. Public Comment
 3. Consent Agenda
 4. Finance – 1st Quarter Financials
 5. FY 21 Preliminary budget

5. Hinesburg DOC Construction Costs
 6. Request for Inclusion of Hinesburg DOC in CSWD SWIP
 7. Town of Hinesburg & CSWD Memorandum of Understanding
 8. MRF Siting Update
 7. Other Business
 8. Executive Session
 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 changed to remove the item from Jeff Myers and the presentation on the Board roles from Nicole Mace. The order of agenda items changed based on waiting for a quorum and priority of topics.

2. PUBLIC COMMENT PERIOD

There were no comments from the public.

3. CONSENT AGENDA

3.1 Minutes – October 23, 2019

3.2 Executive Director Report

3.3 Program Updates

3.4 Finance – Cash Investment and Reserve Balance as of 11/20/2019

Without objection the consent agenda items were approved.

4. FINANCE – 1st Quarter Financials P. Danles reviewed the 1st Quarter financials.

5. FINANCE – FY 21 Preliminary Budget

MOTION by Lynn Gardner, **SECOND** by Paul Stabler, to approve the FY 21 .

VOTING: unanimous; motion carried.

5. EXECUTIVE SESSION:

MOTION by Bryn Oakleaf, **SECOND** by Lynn Gardner, that the CSWD Board of Commissioners goes into Executive Session for the purpose of confidential attorney client communications, 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 be present for this session. **VOTING: unanimous; motion carried.**

Executive Session was convened at 6:21 PM.

MOTION by Lynn Gardner, **SECOND** by Bryn Oakleaf, to adjourn Executive Session. **VOTING: unanimous; motion carried.**

Executive Session was adjourned at 7:45 PM.

6. REQUEST FOR INCLUSION OF HINESBURG DOC IN CSWD SWIP

MOTION by Lynn Gardner, **SECOND** by Bryn Oakleaf, to adopt the resolution to include the Hinesburg Drop-Off Center in CSWD's Solid Waste Implementation Plan. **VOTING: unanimous; motion carried.**

7. HINESBURG DOC CONSTRUCTION COSTS

MOTION by Lynn Gardner, **SECOND** by Tim Loucks, be it Resolved that the Board of Commissioners authorize the Executive Director to amend the construction Agreement with Stewart Construction, Inc. to reflect the above changes in cost and to increase the approved project total cost to \$465,000. **VOTING: unanimous; motion carried.**

8. TOWN OF HINESBURG & CSWD MEMORANDUM OF UNDERSTANDING

MOTION by Bryn Oakleaf, **SECOND** by Leslie Nulty **BE IT RESOLVED** that the Board of Commissioners authorizes the Executive Director to execute a Memorandum of Understanding with the Town of Hinesburg, including a provision to ensure the towns' compliance with storm water permits, effective upon the Town's signature.

9. MRF SITING UPDATE – J. Tyler reviewed the memo and presented a PowerPoint on the Preliminary Civil Site Review.

10. OTHER BUSINESS

None.

9. ADJOURNMENT

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

The meeting was adjourned at 8:35 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 1/22/20 meeting held in Williston.

Amy Jewell, Secretary