

UNAPPROVED
CHITTENDEN SOLID WASTE DISTRICT
WILLISTON TOWN HALL
WILLISTON, VERMONT
June 10, 2020

Meeting held via teleconference.

PRESENT

BOARD MEMBERS:

Bolton	-----
Burlington	Lee Perry
Charlotte	Abby Foulk, alt.
Colchester	Liz Hamlin-Volz
Essex	Alan Nye
	Patrick Murray, alt.
Essex Junction	Alan Nye
Hinesburg	Doug Taff
Huntington	-----
Jericho	Bert Lindholm, alt.
Milton	-----
Richmond	Logan Hegg
Shelburne	Tim Loucks
So. Burlington	Paul Stabler
St. George	-----
Underhill	Paul Ruess
Westford	Michelle DaVia
Williston	Jeremy Hulsey
Winooski	Bryn Oakleaf

STAFF:

Sarah Reeves
Amy Jewell
Dan Goossen
Michele Morris
Jon Dorwart
Josh Tyler
Nancy Plunkett

OTHERS PRESENT: None.

- AGENDA:**
1. Call to Order and Agenda
 2. Public Comment Period
 3. Consent Agenda
 4. SWIP Presentation
 5. Organics Diversion Facility (ODF) Expansion Presentation
 6. Annual Organizational Meeting Process discussion
 7. Other Business

8. Adjournment

1. CALL TO ORDER and AGENDA

Chair Michelle DaVia called the teleconference meeting to order at 6 PM and conducted roll call. There were no changes to the agenda

2. PUBLIC COMMENT PERIOD

There were no comments from the public

3. CONSENT AGENDA

3.01 Minutes: May 27, 2020

3.02 Executive Director Update

3.03 Green Up Day Update

3.04 Commissioners Roster FY21

Without objection the Consent Agenda, items 3.01 – 3.04, was approved.

4. PRESENTATION: SWIP

Michele Morris, Director of Outreach & Communications, gave a presentation on the draft Solid Waste Implementation Plan (SWIP), highlighting the function of the plan (i.e. performance standards) and why the plan is required (to meet state goals and standards). CSWD meets the SWIP requirements. Once the draft plan is pre-approved by ANR public hearings will be held and following adoption by the CSWD Board the SWIP will be submitted to ANR for final adoption. There was mention of rethinking the language in the SWIP about not charging for mandatory recyclables. Michele Morris pointed out the language is part of Act 148 legislation. The cost of the recyclables is incorporated into the cost of disposal for trash.

MOTION by Paul Stabler, SECOND by Alan Nye, to approve the draft 2020 CSWD Solid Waste Implementation Plan for submission to ANR for pre-approval.

VOTING: unanimous; motion carried.

5. PRESENTATION: Organics Diversion Facility (ODF) Expansion

Josh Tyler, Director of Operations, reviewed efforts made to date as well as those planned to improve efficiency at the ODF. Sales of bulk compost and soils are up 74% YTD for FY20 and expenses are on track to be at or below budget. Act 148 for food scraps goes into effect July 1, 2020. The SCS Engineers Study showed it would be cost effective to pursue building and operating a de-packaging facility at the ODF. Dan Goossen, ODF Director, added the de-packaging machine will separate the packaging from the packaged food. Vanguard Renewables is interested in depackaging as a compliment to their network of regional anerobic digesters including one nearing completion outside of Middlebury. Staff is requesting authorization to negotiate a MOU with Vanguard for a de-packaging facility at the ODF. The Board would have final approval of the MOU.

The proposal by Vanguard Renewables and benefits to CSWD (economic, environmental, and innovative) were reviewed. Risks include signing a 40-year ground

lease with the company, relying on a third party for on-site operations., and potential impact on the compostable product stream for generators in the District. Risks for not pursuing depackaging onsite include not maintaining 5,000 tons/years of organics needed by Green Mountain Compost, lack of control on quantity and quality and price of food waste for composting, reliance on commercial entities, and increased reliance on the District subsidy. Benefits included eliminating contamination from composted material, ensuring Chittenden County has a long-term outlet for all food scraps generated, and the ability to produce organic compost and compost products.

There were questions/comments on the following:

- Potential impact on the Casella de-packaging facility – Staff explained Casella planned to manage the material they receive, not scale up to handle all the material in Chittenden County.
- Concern about signing a 40-year lease on an unproven facility – It was noted a performance bond could be required for a stated period of time.
- Tonnage proposed – Staff said there is flexibility with tonnages. The projected up to 14,000 tons from Chittenden County can be optimally managed by having a de-packaging facility co-located with the ODF. CSWD's needs relative to tonnages (5,000 tons/year) will be met first as part of any contractual agreement.
- Other facilities in operation and odor control – Staff stated there are high-tech odor containment measures in the facility design. Models in place in Europe for the past 10-20 years are being implemented.
- Potential impact on the effort put forth to get people to decontaminate and use compostable materials – Staff noted mostly commercial contracts will use the de-packaging facility. CSWD's education and outreach efforts will continue.
- Where Casella brings product now – Staff said Casella collects organics at the DOCs and brings it to the ODF.
- How long will it take Vanguard to recoup its investment – Staff will research and provide the information to the Board.
- When will the MOU be brought to the CSWD Board – Staff anticipates the MOU could be provided to the Board by early fall.
- Vanguard anticipates opening a similar depackaging facility in Agawam, MA late summer/early fall 2020. Staff will request permission from Vanguard to tour the Agawam facility once operational. It is anticipated that a proposed facility at the ODF site would not be online until late summer 2021 if all permitting and construction occur without any delays. When considering Vanguard's experience running a de-packaging facility having a year of operation at a similar facility would provide the opportunity to visit the site in Agawam. Staff expressed concern about collecting excess tonnage in food scraps due to a delay in exploring an MOU with Vanguard which will put CSWD in a difficult position operationally. It is prudent to work out details of the contract now.
- There is concern about entering into contracts with third parties that may operate in conflict with CSWD's ethics and standards of conduct, and CSWD getting tagged for an injustice and being financially responsible. CSWD will ensure that contract language is in place to require partner agreements to maintain CSWD's ethics and standards of conduct.

- Other questions were asked about having a contingency plan if the anaerobic machinery breaks down, impact on education components of reducing waste and diverting edible food for adequate redistribution networks (i.e. food shelves), taking advantage of renewables on the building and getting credits, and the amount of energy required for operation of the facility – Staff will research the matters and provide answers at next month’s meeting.

MOTION by Bryn Oakleaf, SECOND by Abby Foulk, be it resolved that the Board of Commissioners authorizes the Executive Director to enter into negotiations regarding an MOU with Vanguard Renewables outlining a partnership for construction and operation of a de-packaging facility to be brought to the Board of Commissioners for review and approval. VOTING: unanimous; motion carried.

6. DISCUSSION: Annual Organizational Meeting Process

Staff reviewed current elections (Chair, Vice Chair, Treasurer, Secretary, Executive Board) and options for voting with COVID restrictions. Following discussion, there was agreement staff will investigate the voting function with Zoom and board members will email their self-nominations for the available positions.

7. OTHER BUSINESS

Future Effort on Board Bylaws, Norms, Policies

Michelle DaVia advised a motion can be made at a future meeting for action on bylaws, norms, and policies to guide the board.

Budget Presentations

The Board commended Sarah Reeves on the budget presentations to member towns to date.

8. ADJOURNMENT

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

The meeting was adjourned at 8:01 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 Williston.

Amy Jewell, Secretary