

**CHITTENDEN SOLID WASTE DISTRICT
BOARD MEETING INSTRUCTIONS
FOR THE PUBLIC – REMOTE ACCESS**

Date: Wednesday, July 26, 2023
Time: 6:00 P.M.
Place: ZOOM MEETING INSTRUCTIONS

IMPORTANT:

CSWD will hold a hybrid Board of Commissioners Meeting. The virtual meeting is accessible by computer or phone. Members of the public, joining the meeting remotely, are asked to preregister online using the link below. Following the meeting a recording will be available upon request.

Hi there,

You are invited to a Zoom webinar.

When: Jul 26, 2023 06:00 PM Eastern Time (US and Canada)

Topic: Board of Commissioners Meeting

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_Ff9JBEcbShWpg-Haj9xQWA

After registering, you will receive a confirmation email containing information about joining the webinar.

For those without internet access, call 802-872-8100 ext. 213 and leave a message to register for the meeting. A call-in number will be provided to you prior to the meeting.

Participants will be in listen only mode. Call in controls include: *6 – toggle mute/unmute and *9 to raise your hand.

**CHITTENDEN SOLID WASTE DISTRICT
REGULAR MEETING**

Date: Wednesday, July 26, 2023
Time: 6:00 P.M.
Place: **Hybrid Meeting - ZOOM Meeting or In-Person at CSWD Administrative Office
19 Gregory Drive, South Burlington**

***** (E) Indicates enclosures (H) Indicates handouts (D) Discussion Only**

1. (E) **Agenda** (6:00 p.m.)
2. **Public Comment Period** (6:05 p.m.)
3. (E) **Consent Agenda** (6:10 p.m.)
 - 3.1 Minutes of June 28, 2023, regular and organizational
 - 3.2 Program Updates
 - 3.3 Executive Director Update
 - 3.4 Finance – Warrant, Cash Investment and Reserve Balances as of 6/30/2023
 - 3.5 SerVermont VISTA volunteer – Letter of Support
4. (E) **Materials Recycling Facility** (6:15 p.m.)

MRF architect Contract – Board Action Requested: Approve contract
5. (E) **Executive Session – Williston Host Town Agreement & Flynn Avenue** (6:55 p.m.)
6. **Other Business** (7:15 p.m.)

Possible Action could occur on any agenda item, although not initially noted. If you need an accommodation, please call the District at 872-8100 upon receipt of this notice. All times listed are an estimated start and duration.

DRAFT
CHITTENDEN SOLID WASTE DISTRICT
ZOOM MEETING Only
June 28, 2023– Regular Meeting

PRESENT

BOARD MEMBERS:

Bolton	----
Burlington	Lee Perry
Charlotte	Ken Spencer
Colchester	Liz Hamlin Volz
Essex	Alan Nye
Essex Junction	----
Hinesburg	Rick McCraw
Huntington	----
Jericho	Leslie Nulty
	Tom Joslin, alt.
Milton	-----
Richmond	Andrew French
Shelburne	-----
So. Burlington	Paul Stabler
St. George	-----
Underhill	Paul Ruess
Westford	-----
Williston	Kelton Bogasky
Winooski	Bryn Oakleaf
	Rachel Kennedy, Alt.

STAFF:

Jen Holliday, Amy Jewell, Josh Estey, Jennifer Getty, Michele Morris, Sarah Reeves, Dan Goossen, Nola Ricci

OTHERS PRESENT:

Thomas Melloni, Esq. Paul Holman, Steve Miller, BHS

AGENDA:

1. Agenda
 2. Public Comment Period
 3. Consent Agenda
 4. ORF – Screener Purchase
 5. MOU – City of Burlington
 6. MRF – New System Equipment
 7. Executive Session
 8. Other Business
-

1. **CALL TO ORDER and AGENDA** Chair Paul Ruess called the meeting to order at 6:23 pm.
2. **PUBLIC COMMENT PERIOD** - No discussion.
3. **CONSENT AGENDA** – Request to remove the Executive Director update from the consent agenda to discuss the New MRF Grants. Discussion on MRF Grants includes signing the paperwork for the \$250,000 grant from The Recycling Partnership. S. Reeves also noted that we have been notified by the EPA that our Solid Waste for Recycling Infrastructure Grant (SWIFR) application has been deemed eligible to move on to the Merit Review phase of the grant process. We are now in a smaller pool of eligible candidates vying for limited Grant dollars. The expected award date is notification later this summer.
4. **ORF STAR SCREENER PROCUREMENT** – D. Goossen reviewed that ORF has moved from a three screener to a two-screener operation in recent years. He said that the Doppstadt trommel screener handles the large plastic film removal during pre-screening and size reduction for the soil blend components. The primary screener for finished compost is a star-type screener which allows processing even during periods of wet weather. The 2012 Komtech L3 Star Screener was purchased in 2015, has performed well but is due for replacement. CSWD bid out for a new compost star screen and received five bids from two vendors. D. Goossen reviewed the bids and said that staff is recommending the Eggersmann Star Select S60, which meets all specifications and is the low bid at \$612,150. The estimated budget is \$750,000. The request also includes the purchase of a 6 cubic yard roll-out bucket and a 4 cubic yard bucket from United Construction and Equipment of Williston, which would mean ORF staff would not have to build an incline ramp and could reach higher loads – lessening the maintenance need for staff and strain on loaders. Discussion was held on warranty and service contracts – products have warranties, but service contracts are not traditionally part of these purchases. ORF does not typically include these, as service is typically handled in-house or by a local vendor in Williston. D. Goossen adds the other screener is a recent acquisition with a ten-year replacement timeline and is working great. A. Nye asks if the budgeted amount should include a contingency. This was added to the motion. Timeline for shipment gets the screener to ORF at the beginning of their busiest season, in March 2024, with a temporary piece of equipment to be made available for use in the event that the scheduled delivery date is postponed for any reason. **MOTION BY Kelton Bogasky, seconded by Lee Perry: BE IT RESOLVED that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement for the purchase of an Eggersmann Star Select S60 compost screener with Timber Ridge Equipment, Ephrata, PA, for a total not to exceed \$538,000. Total project cost including installation and additional equipment shall not exceed \$615,000, an additional contingency of 5% shall be applied only with authorization of the Executive Director. Voting: All Ayes. MOTION CARRIED.**
5. **MOU EXTENSION** - S. Reeves reviewed that CSWD purchased two properties in 2001 in Burlington with the intention of building a Drop-Off Center and moving from the current Pine Street location. In 2015, CSWD and the City began discussions regarding the project and entered into a Memorandum of Understanding in 2016. The MOU expired in 2019 and the second MOU expired in 2021. An extension was granted, which expires June 30, 2023. The City has asked to extend the second MOU a third time, to September 30, 2023. The third extension is restated version of the MOU, which removes the option payments for the duration of the extension. The Burlington City Council approved the extension at the June City Council meeting. S. Reeves said that as negotiations toward a purchase and sale agreement have proceeded in good faith, she is recommending authorizing the third extension for three months, which should be sufficient. The Board discussed the MOU and several members shared support for moving forward. Final terms will be discussed in Executive Session at a later Board meeting. **MOTION by Leslie Nulty, Second by Paul Stabler, BE IT RESOLVED, the Board of Commissioners authorizes the Executive Director to extend the second Memorandum of**

Understanding with the City of Burlington for a third Extension, to expire September 30, 2023. Voting: All Ayes with one member abstaining. MOTION CARRIED.

6. MRF EQUIPMENT PURCHASE – S. Reeves reviewed the request to re-award the MRF Equipment. She noted that a contingent award was made to Van Dyk Recycling Systems (VDRS) of Norwalk, CT at an estimated cost of \$16,660,000 and following the bond vote approval CSWD sought to finalize a contract with VDRS and order the equipment. In April 2023, VDRS informed CSWD that the equipment pricing would increase by as much as \$2,000,000 - \$3,000,000. VDRS stated that reasons for the increase included the high price of steel and ongoing supply-chain issues. Given the increased costs of equipment, CSWD issued an addendum to the RFP, seeking updating pricing from the top three point receivers – VDRS, BHS, and MachineX. A staff evaluation team reviewed the addendum bids received and recommends awarding to BHS. She noted the addendum simplified the scope of the project so that each system was comparable to the other and didn't take options into account. Discussion was held as to various reasons why VDRS was initially selected and noted additional reasons, besides being the low bidder, that CSWD used in making the decision to select BHS following the addendum. BHS has an outstanding Artificial Intelligence (AI) system as a base-level component in their designs. The BHS visioning-system is the industry leader in technology. The redesigned system removed the pneumatic conveyances and replaced them with standard conveyor belts. All other components remained as initially designed. The BHS team re-familiarized us with the visioning system, which has the potential for future flexibility. This system is the nimblest of the three, in that it is highly adaptable to changes in material mix. BHS has a manufacturing facility in Tennessee. The technician can remote-in to the system to perform diagnostics and troubleshooting. Service call response is comparable to both VDRS and MachineX. BHS' anticipated installation time was the shortest of the three respondents and can meet CSWD's desired timeline for facility commissioning.

Discussion was held on the following:

- Reset of the Project Budget to Reflect Cost Increases. S. Reeves acknowledged that the estimated \$200,000 is within the original budget and can be absorbed. The MRF Design/Bid/Build bid is out now and will be the next area of scrutiny for staff. L. Nulty requested that an updated revised budget be shared given the unpredictable nature of markets.
- The nearest BHS system is in Delaware and is a similar size and mix to our own facility. Staff in Delaware provided positive feedback on BHS system. The technician servicing this facility is in Philadelphia. Any MRF operator will be familiar with the BHS type of system.
- BHS is adaptable and responds quickly to change
- Operational Costs will be reviewed by BHS, and staffing requirements are similar to previous bids (12-14 people)
- Discussion on parts availability and costs of critical spares. S. Reeves will review. Many parts can be bought at local vendors, but BHS tries to keep as much parts as possible on hand. Discussion on shipping using air versus freight. It was suggested that discounts be considered, given we'll be the first one in the northeast using BHS.
- Timeline: S. Reeves shared that the timeline from ordering, through commissioning, will remain as initially planned.
- The energy demand of the new MRF will be more than the current, as we move away from hand sorting. Question around demand on the electrical grid, which staff will look into. R. McGraw asks if relative electrical demand was considered. It was noted that they are all similar. Staff will also continue to look for ways to reduce energy consumption, including the use of solar energy.

MOTION BY Leslie Nulty, Second by Paul Stabler, BE IT RESOLVED that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement with Bulk Handling Systems of Eugene, OR, for the purchase of a Materials Recovery Facility Single

Stream Recycling System as described in their initial and subsequent responses to RFP No. 20220104, including the responses to Addendum #2, for an amount not to exceed \$16,840,000, and that a 5% contingency be added. VOTING: All Ayes, MOTION CARRIES.

7. Other Business – S. Reeves thanked the Town of Williston for the use of their meeting room since 2006 and said it was greatly appreciated. A letter to the Town will follow.

- It was requested that an update be provided regarding PGA as a suitable replacement for septic mound sand.
- It was requested that a regular update regarding the bond process be provided to the Board at each meeting.
- It was suggested that each department at CSWD bring information on what they do to the Board for discussion.

Motion to adjourn. Moved by P. Stabler; seconded by A.Nye. VOTING: All ayes. Motion passes. Meeting adjourned at 7:37p.m.

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 _____ meeting held in Williston.

Amy Jewell, Secretary

APPROVED
CHITTENDEN SOLID WASTE DISTRICT
19 Gregory Drive South Burlington
MEETING ROOM
MINUTES OF ANNUAL ORGANIZATIONAL MEETING
June 28, 2023

***Hybrid Meeting via Zoom.**

PRESENT

BOARD MEMBERS:

Bolton	
Burlington	Lee Perry
Charlotte	Ken Spencer
Colchester	Liz Hamlin Volz
Essex	Alan Nye
Essex Junction	
Hinesburg	Rick McCraw
Huntington	-----
Jericho	Leslie Nulty
	Tom Joslin, alt.
Milton	-----
Richmond	Andrew French
Shelburne	-----
So. Burlington	Paul Stabler
St. George	-----
Underhill	Paul Ruess
Westford	-----
Williston	Kelton Bogasky
Winooski	Bryn Oakleaf
	Rachel Kennedy, alt.

STAFF: Jen Holliday, Amy Jewell, Josh Estey, Jennifer Getty, Michele Morris,
Sarah Reeves, Dan Goossen, Nola Ricci

OTHERS PRESENT: Thomas Melloni, Esq.

AGENDA:

1. Call to Order & Agenda
2. Minutes – June 2022
3. Introduction of New Board Members
4. Elects, Officers, Executive Board, and Granting of Authority
5. Set Meeting Schedule
6. Set Interest Rate for Late Payment
7. Continue Fidelity Bond for Officers
8. Approval of Check Signing Privileges

9. Adjournment

1. CALL TO ORDER & AGENDA

P. Ruess called the meeting to order at 6:00 p.m. No changes to the agenda.

2. MINUTES 6/2022 – Provided as reference only.

3. INTRODUCTION OF NEW BOARD MEMBERS

P. Ruess introduced new Board members Andrew French, Richmond Rep, and Rachel Kennedy, Winooski, Alt and thanked previous members Logan Hegg and Dr. Ron Stotyn for previously serving on the Board.

4. ELECT OFFICERS

Chair

Paul Ruess was the only nomination for Chair

MOTION by Alan Nye, SECOND by Kelton Bogasky, to close the nominations. VOTING: unanimous; MOTION CARRIED.

VOTING ON ELECTION OF CHAIR: All Ayes with one abstention by Paul Ruess, MOTION CARRIED.

Paul Ruess is CSWD Chair of the Board of Commissioners.

Vice Chair

Alan Nye was the only nomination for Vice Chair.

MOTION by Bryn Oakleaf, SECOND by Leslie Nulty, to close the nominations. VOTING: unanimous; MOTION CARRIED.

VOTING ON ELECTION OF VICE CHAIR: All Ayes with one abstention by Alan Nye, MOTION CARRIED.

Alan Nye is CSWD Vice Chair of the Board of Commissioners.

Secretary

MOTION by Alan Nye, SECOND by Leslie Nulty, to nominate Amy Jewell as Secretary.
There were no other nominations.

VOTING ON ELECTION OF SECRETARY: unanimous; MOTION CARRIED.

Amy Jewell is Secretary for the CSWD Board of Commissioners.

Treasurer

Paul Stabler was the only nomination for Treasurer.

MOTION by Alan Nye, SECOND by Leslie Nulty, to nominate Paul Stabler as Treasurer.

VOTING ON ELECTION OF TREASURER: All Ayes, with one abstention/Paul Stabler.

MOTION CARRIED.

Paul Stabler is Treasurer for the CSWD Board of Commissioners.

ELECT EXECUTIVE BOARD & GRANTING OF AUTHORITY

Executive Board

MOTION by Bryn Oakleaf, SECOND by Leslie Nulty, to nominate Alan Nye, Lee Perry, Paul Stabler, and Kelton Bogasky to the Executive Board. VOTING ON ELECTION TO EXECUTIVE BOARD: unanimous; MOTION CARRIED.

CSWD Chair (Paul Ruess) plus Alan Nye (Essex Town), Paul Stabler (South Burlington), Kelton Bogasky (Williston) and Lee Perry (Burlington) are elected to the Executive Board.

Granting of Authority

MOTION by Paul Stabler, SECOND by Bryn Oakleaf, to authorize the Executive Board to approve expenditures up to \$100,000. VOTING: unanimous; MOTION CARRIED.

MOTION by Paul Stabler, SECOND by Bryn Oakleaf, to authorize the Executive Director to expend up to \$50,000. VOTING: unanimous; MOTION CARRIED.

5. SET MEETING SCHEDULE

MOTION by Kelton Bogasky, SECOND by Bryn Oakleaf, to set the meeting schedule as presented for the Executive Board and the Board of Commissioners VOTING: unanimous; MOTION CARRIED.

6. SET INTEREST RATE FOR LATE PAYMENT

MOTION by Alan Nye, SECOND by Paul Stabler, to set the interest rate for late payment at 1% per month (12% per annum) for member towns if assessments are established. VOTING: unanimous; MOTION CARRIED.

7. CONTINUE FIDELITY BOND FOR OFFICERS

MOTION by Alan Nye, SECOND by Paul Stabler, to continue the fidelity bond of \$500,000 per incident for commissioners of the Chittenden Solid Waste District, the Finance Manager, and the Executive Director. VOTING: unanimous; MOTION CARRIED.

8. APPROVAL OF CHECK SIGNING PRIVILEGES

MOTION by Alan Nye, SECOND by Paul Stabler, to authorize the Chair of the Board of Commissioners, the Executive Director, the Director of Administration, and the Treasurer to sign checks and electronic transfers throughout the upcoming year, and

further, any check or electronic transfer greater than \$25,000 shall need two signatures. VOTING: unanimous; motion carried.

11. ADJOURNMENT

MOTION by Kelton Bogasky, **SECOND** by Bryn Oakleaf, to adjourn the 2023 CSWD organizational meeting. VOTING: unanimous; MOTION CARRIED.

The meeting was adjourned at 6:22 PM.

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/Treasurer

MEMORANDUM

To: Board of Commissioners
From: CSWD Staff
Date: July 20, 2023
Re: Program Updates

- Solid Waste Management Fee and Disposal (Jon) – (see attached)
 - As of the end of the fiscal year, from a budget perspective, the SWMF is 2.6% above projected revenues. FY23 revenue is 1.4% higher than FY22.
 - Trash tonnage for FY23 was down 0.6% compared to FY22. Of the overall tonnage, the Municipal Solid Waste (MSW) component was down 0.6%, the Construction and Demolition Debris portion was up 11.4%, and the Alternative Daily Cover portion (fee is 25% of the full rate) was down 27.4%. Pounds per capita per day MSW disposed was 2.75 for FY23, which is less than it was in FY22, continuing a downward trend since FY18. C&D continues an upward trajectory at 1.25 pounds per day per capita versus 0.63 in FY16.
- Organics Recycling Facility (Dan) –
 - FY23 Material sales at the ORF beat expectations by a healthy margin. Total sales for the fiscal year ended at \$772,386 – 11% or \$76,122 above budgeted sales. This was despite not having available compost for sale from mid-May through June. Total bulk product sales included a total of 16,435 cubic yards or 10,767 cubic yards of compost equivalents. Garden Mix was the big seller this year comprising 39% of total volumes sold.
 - Monthly billable food scraps for June totaled 258.2 tons. This is 24% below the previous month and is 23% below the FY22 average. It brings the fiscal year total to 3,971 tons – 10% or 443 tons below budgeted projections.
- Materials Recovery Facility (Josh)
 - Updated information will be available next week
- Marketing & Communications (Alise/Michele) –
 - A media alert was sent out last week, [Cleaning up After the Deluge](#), to give guidance on how to manage various types of flood debris. This information will also be posted on our website, social media and included in this month's Digest.

- The communications and marketing team sent the designs for new Drop-Off Center and Environmental Depot signs to the printer and expect to have the new ones in place in the coming month.
 - Print ads in local community papers, Seven Days, and VT Maturity are now running advertising the new hours/days for Drop-Off Centers. This completes the communications plan announcing the new fees and hours implemented on July 1.
 - The recruitment ad currently running on cable television completed its run at the end of June. This was a test for marketing. While we did not see positive results from this buy, we are open to another buy targeting a different focus in the future.
-
- Outreach (Beth): Believe it or not, Team Outreach is already turning our focus to the fall. We are working closely with the folks at Champlain Valley Expo to ensure proper waste management during this year's fair in Essex. We are also looking forward to the start of the new school year. We had a productive meeting with custodial staff across the state and will be using what we learned at that meeting to further our school outreach. Our team is also volunteering with the cleanup efforts in Barre and Montpelier after the devastating flooding that took place earlier this month.

CHITTENDEN SOLID WASTE DISTRICT

Tons Disposed based on Solid Waste Management Fees (Year over Year)

Month	Total Tons per Month			
	FY 22 tons	FY 23 tons	Tons Diff.	% Diff
Jul	11,558	10,630	-928	-8.0%
Aug	11,729	12,808	1,079	9.2%
Sep	11,236	11,650	414	3.7%
Oct	11,289	11,126	-162	-1.4%
Nov	10,428	10,846	417	4.0%
Dec	10,583	10,293	-290	-2.7%
Jan	9,180	9,196	16	0.2%
Feb	7,402	7,823	421	5.7%
Mar	9,571	9,849	278	2.9%
Apr	10,137	10,387	251	2.5%
May	11,357	11,918	560	4.9%
Jun	12,328	11,990	-338	-2.7%
Total Tons YTD	126,798	128,516	1,718	1.4%
Mgmnt Fee \$ YTD	\$3,423,552	\$3,469,941	\$46,388	1.4%

	Tons	\$
FY 23 Budget	125,250	\$3,381,750
FY 23 Actual YTD	128,516	\$3,469,941
Difference	3,266	\$88,191
FY 23 Actual % YTD vs Budget %	102.6%	
YTD % of Months	100.0%	

Chittenden Solid Waste District

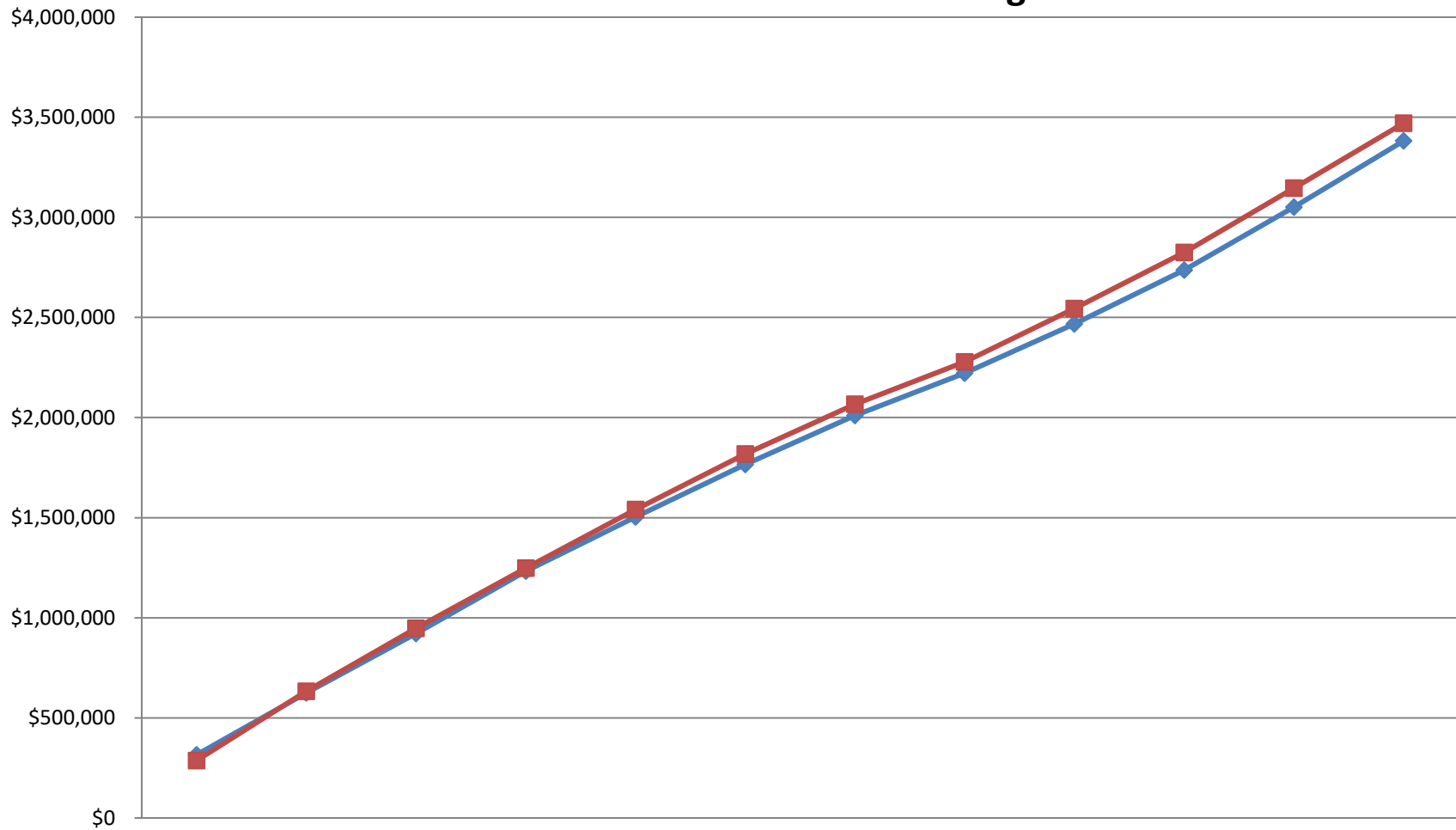
Solid Waste Management Fee FY 23 (Budget versus Actual)

Time	Tons	\$/Ton	\$
FY 23 Budget	125,250	\$27.00	\$3,381,750

\$	Budget \$			Actual		Difference		% of YTD Budget
	Percent	\$ per month	\$ YTD	\$ per month	\$ YTD	\$ per month	\$ YTD	
Jul-22	9.3%	\$315,360	\$315,360	\$287,004	\$287,004	(\$28,356)	-\$28,356	91.0%
Aug-22	9.1%	\$309,307	\$624,667	\$345,828	\$632,832	\$36,521	\$8,165	101.3%
Sep-22	8.8%	\$296,148	\$920,815	\$314,558	\$947,389	\$18,410	\$26,575	102.9%
Oct-22	9.2%	\$312,149	\$1,232,964	\$300,415	\$1,247,804	(\$11,735)	\$14,840	101.2%
Nov-22	8.0%	\$270,445	\$1,503,409	\$292,829	\$1,540,633	\$22,384	\$37,224	102.5%
Dec-22	7.8%	\$263,009	\$1,766,418	\$277,909	\$1,818,541	\$14,900	\$52,123	103.0%
Jan-23	7.2%	\$244,193	\$2,010,611	\$248,286	\$2,066,827	\$4,093	\$56,216	102.8%
Feb-23	6.3%	\$211,395	\$2,222,006	\$211,217	\$2,278,045	(\$178)	\$56,038	102.5%
Mar-23	7.3%	\$245,915	\$2,467,921	\$265,918	\$2,543,962	\$20,003	\$76,041	103.1%
Apr-23	8.0%	\$269,435	\$2,737,356	\$280,460	\$2,824,422	\$11,025	\$87,066	103.2%
May-23	9.3%	\$314,251	\$3,051,607	\$321,784	\$3,146,207	\$7,533	\$94,599	103.1%
Jun-23	9.8%	\$330,143	\$3,381,750	\$323,734	\$3,469,941	(\$6,409)	\$88,191	102.6%

TONS	Budget Tons			Actual		Difference	
	Percent	Monthly Tons	Tons YTD	Tons per month	Tons YTD	Tons per month	Tons YTD
Jul-22	9.3%	11,680	11,680	10,630	10,630	(1,050)	(1,050)
Aug-22	18.5%	11,456	23,136	12,808	23,438	1,353	302
Sep-22	27.2%	10,968	34,104	11,650	35,088	682	984
Oct-22	36.5%	11,561	45,665	11,126	46,215	(435)	550
Nov-22	44.5%	10,016	55,682	10,846	57,060	829	1,379
Dec-22	52.2%	9,741	65,423	10,293	67,353	552	1,930
Jan-23	59.5%	9,044	74,467	9,196	76,549	152	2,082
Feb-23	65.7%	7,829	82,297	7,823	84,372	(7)	2,075
Mar-23	73.0%	9,108	91,404	9,849	94,221	741	2,816
Apr-23	80.9%	9,979	101,384	10,387	104,608	408	3,225
May-23	90.2%	11,639	113,022	11,918	116,526	279	3,504
Jun-23	100.0%	12,228	125,250	11,990	128,516	(237)	3,266

CSWD - Solid Waste Management Fee Revenues Year-To-Date - FY 23 Actual v. FY 23 Budget



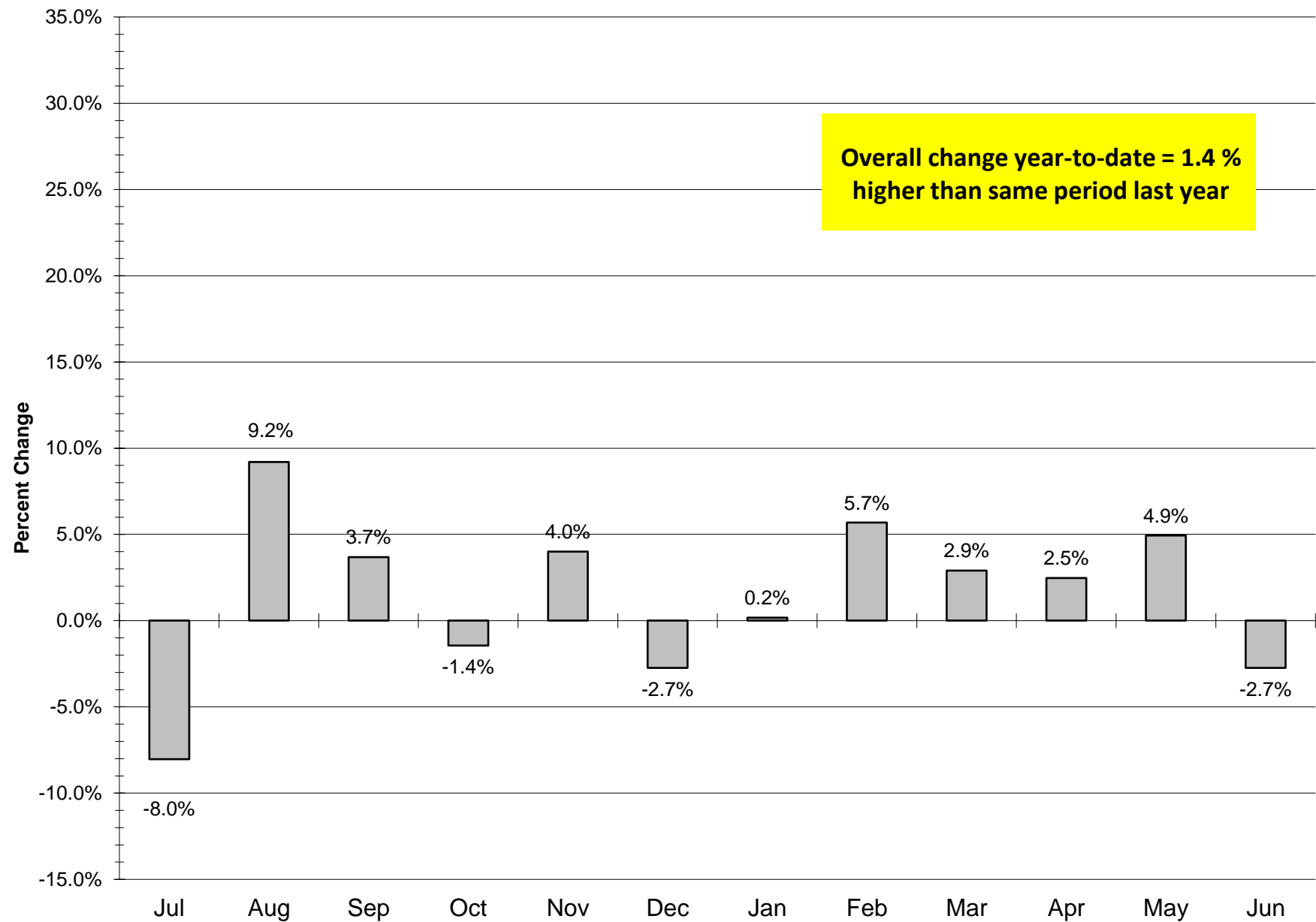
	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
—◆— Budget	\$315,360	\$624,667	\$920,815	\$1,232,964	\$1,503,409	\$1,766,418	\$2,010,611	\$2,222,006	\$2,467,921	\$2,737,356	\$3,051,607	\$3,381,750
—■— Actual	\$287,004	\$632,832	\$947,389	\$1,247,804	\$1,540,633	\$1,818,541	\$2,066,827	\$2,278,045	\$2,543,962	\$2,824,422	\$3,146,207	\$3,469,941

CHITTENDEN SOLID WASTE DISTRICT

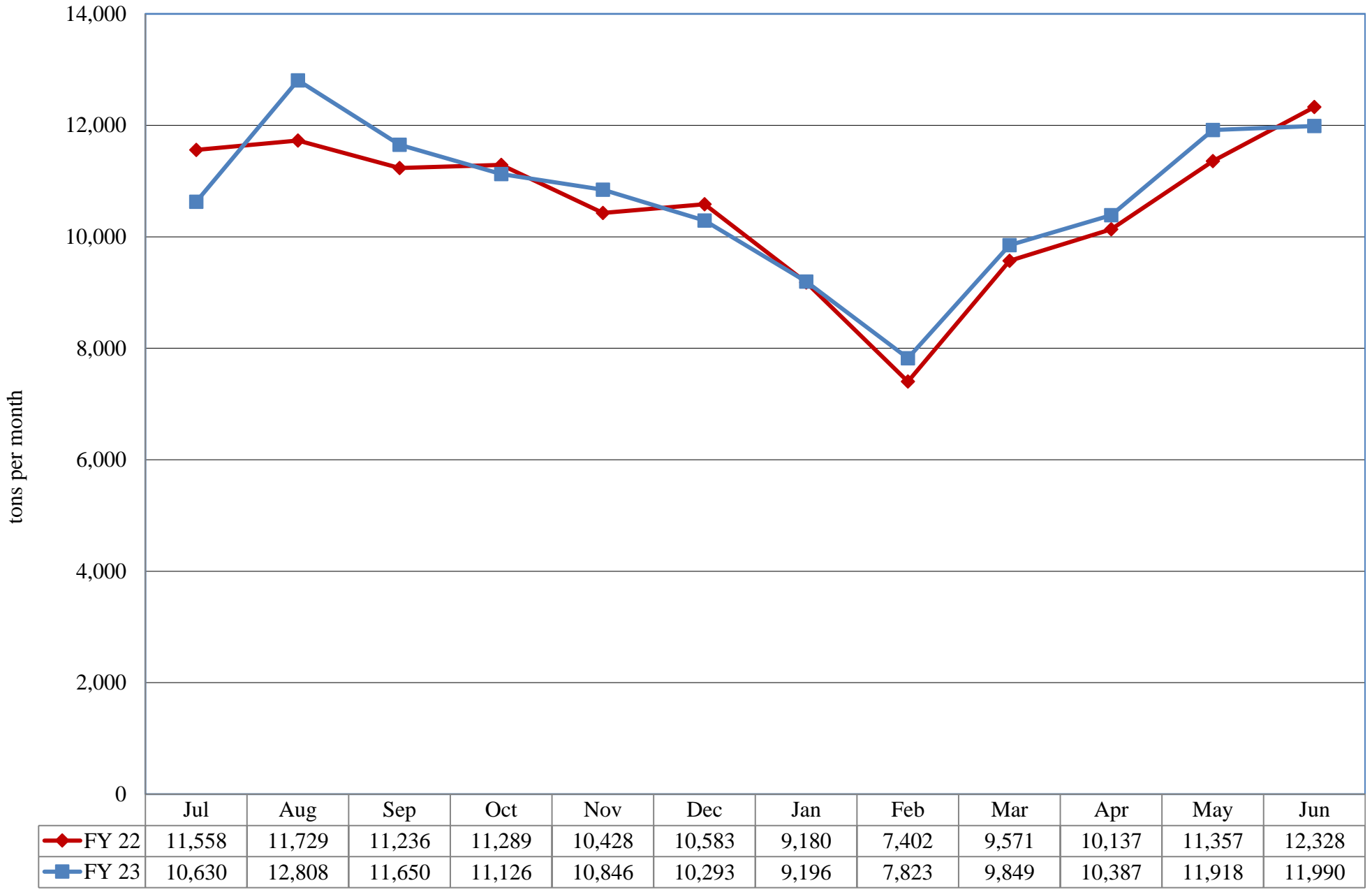
SWMF Tons Refuse Disposed per Operating Weekday

Month	FY 22			FY 23			Difference FY 23 vs FY 22			
	Monthly Tons	# Operating Weekdays	Avg Tons/Day	Monthly Tons	# Operating Weekdays	Avg Tons/Day	Monthly Tons	# Operating Weekdays	Tons/Day Tons	Tons/Day %
Jul	11,558	21	550.4	10,630	20	531.5	-928	-1	-18.9	-3.4%
Aug	11,729	22	533.2	12,808	23	556.9	1,079	1	23.7	4.5%
Sep	11,236	21	535.0	11,650	21	554.8	414	0	19.7	3.7%
Oct	11,289	21	537.6	11,126	21	529.8	-162	0	-7.7	-1.4%
Nov	10,428	22	474.0	10,846	22	493.0	417	0	19.0	4.0%
Dec	10,583	23	460.1	10,293	22	467.9	-290	-1	7.7	1.7%
Jan	9,180	21	437.1	9,196	22	418.0	16	1	-19.1	-4.4%
Feb	7,402	20	370.1	7,823	20	391.1	421	0	21.0	5.7%
Mar	9,571	23	416.1	9,849	23	428.2	278	0	12.1	2.9%
Apr	10,137	21	482.7	10,387	20	519.4	251	-1	36.7	7.6%
May	11,357	21	540.8	11,918	22	541.7	560	1	0.9	0.2%
Jun	12,328	22	560.4	11,990	22	545.0	-338	0	-15.3	-2.7%
Total	126,798	258		128,516	258		1,718	0		
Average			491.5			498.1			6.7	1.4%

Difference in SWMF Tons Per Month Disposed
FY23 versus FY22

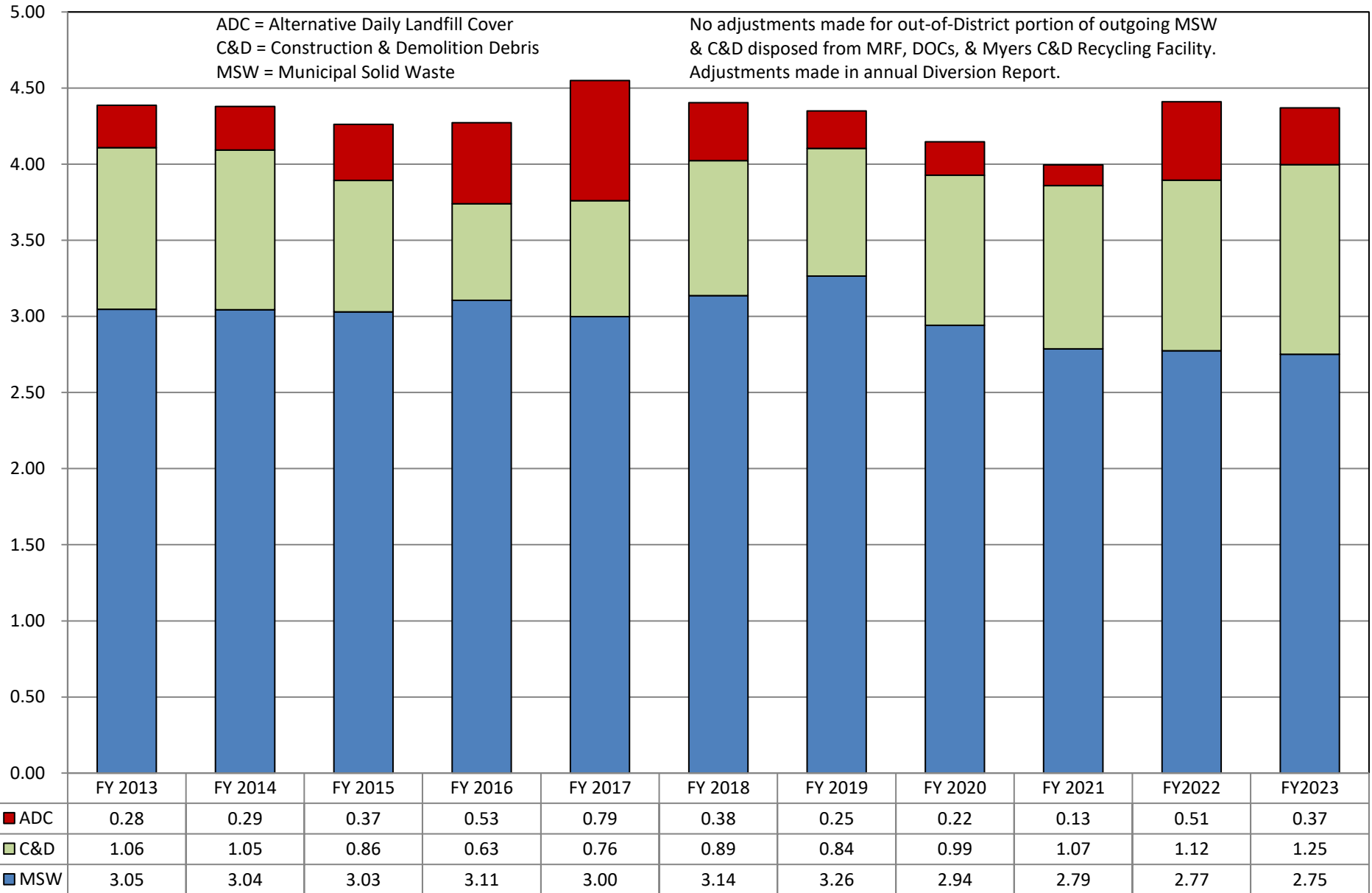


CSWD - SWMF Tons Trash per Month - FY 23 v. FY 22



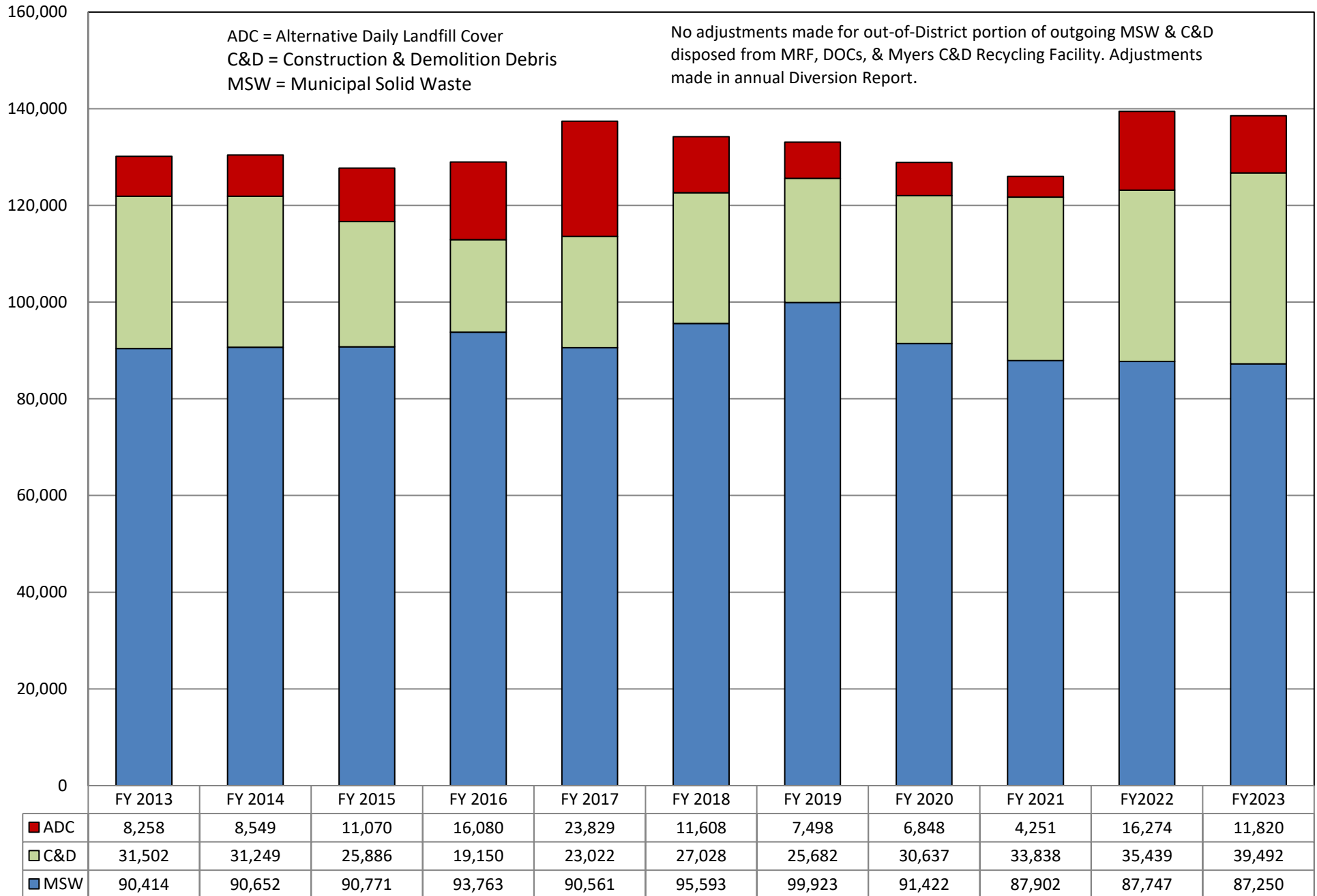
CHITTENDEN SOLID WASTE DISTRICT

Pounds per Capita per Day Landfilled or Incinerated - Fiscal Years 2013-2023 through 4th Quarter



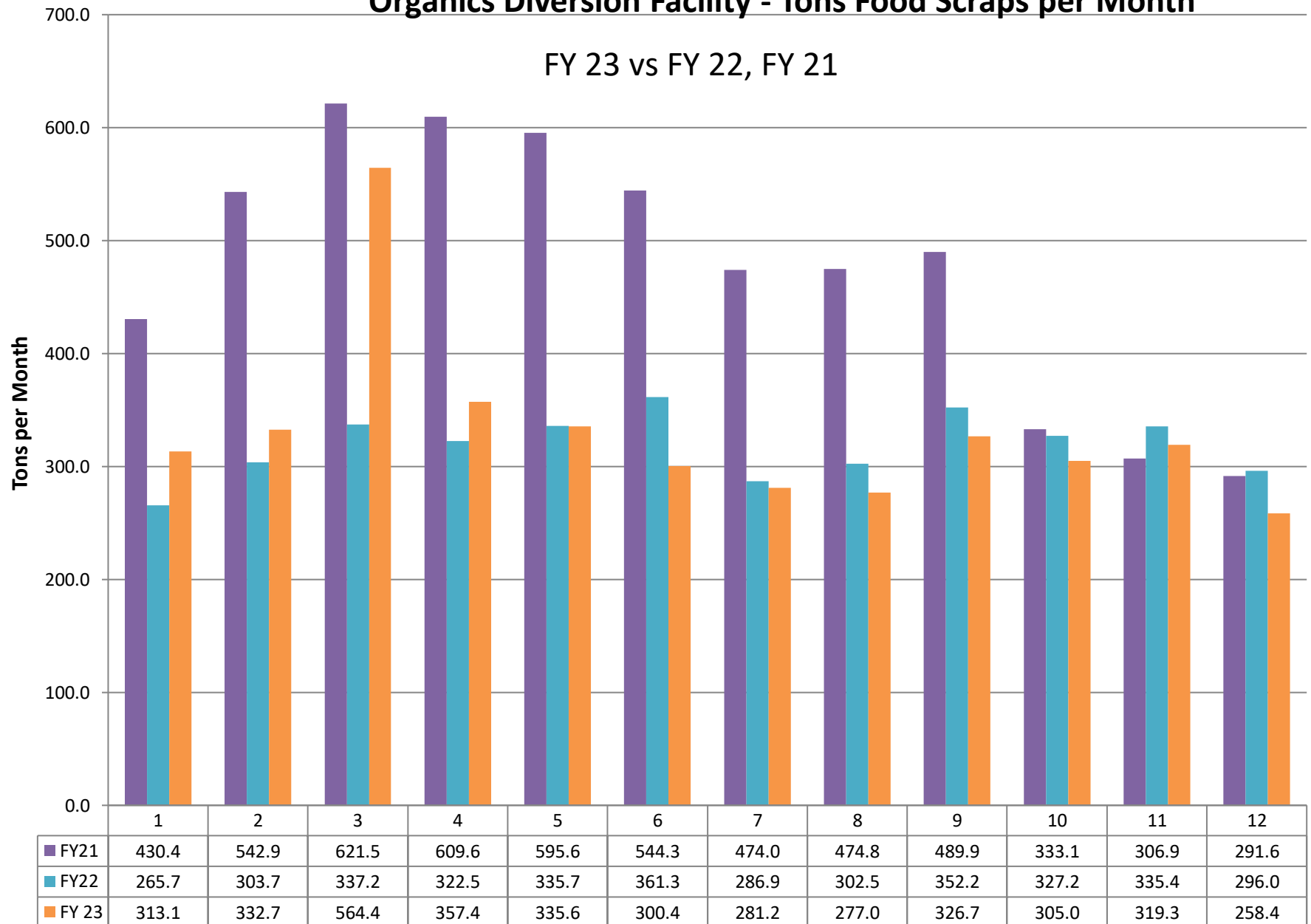
CHITTENDEN SOLID WASTE DISTRICT

Tons Landfilled or Incinerated - Fiscal Years 2013-2023 through 4th Quarter



Organics Diversion Facility - Tons Food Scraps per Month

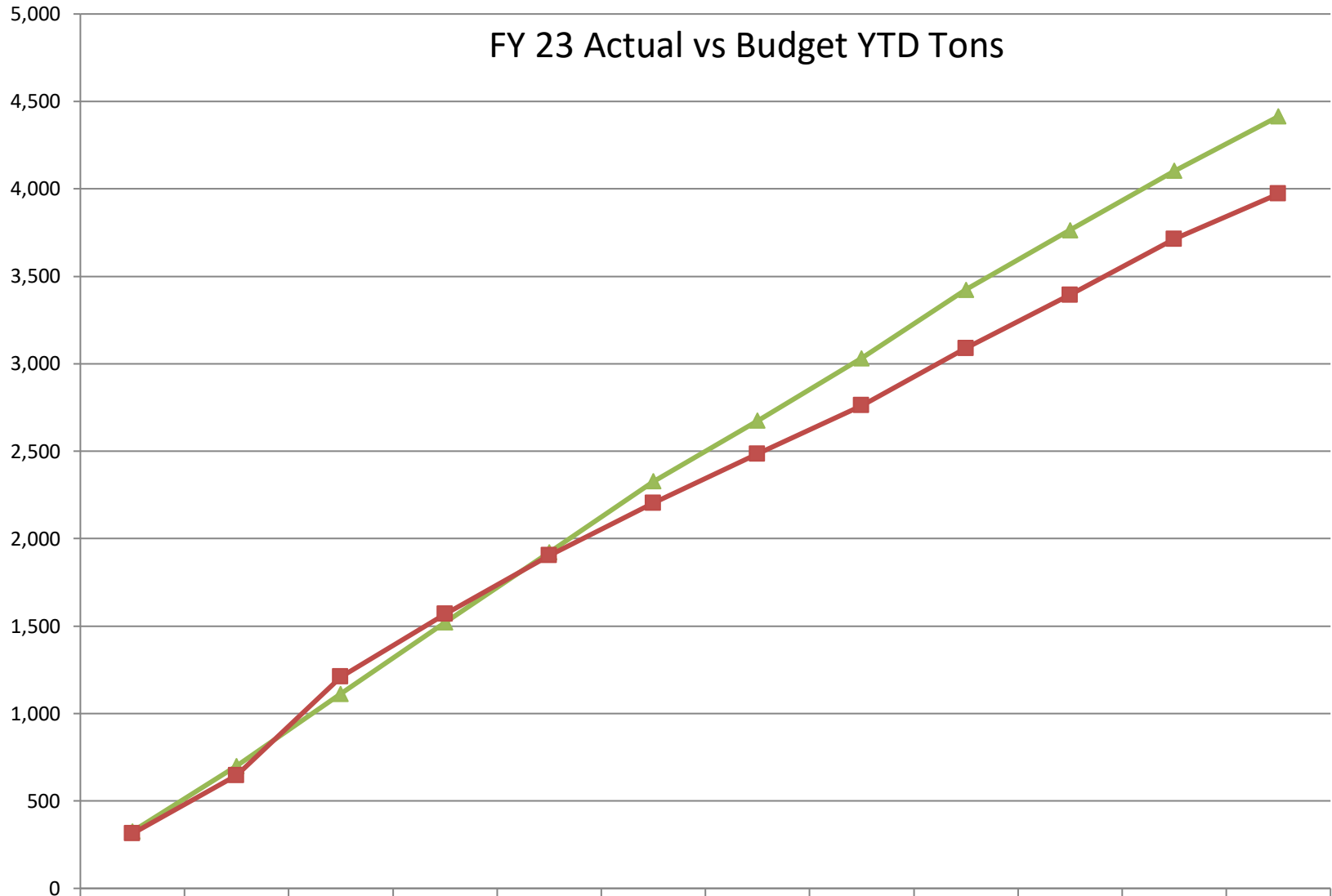
FY 23 vs FY 22, FY 21



Organics Diversion Facility - Incoming Food Scraps

FY 23 Actual vs Budget YTD Tons

Cumulative Year-to-Date Tons



▲ FY 23 Budget	325	700	1,112	1,521	1,922	2,327	2,674	3,032	3,423	3,764	4,104	4,414
■ FY 23	313	646	1,210	1,568	1,903	2,204	2,485	2,762	3,088	3,393	3,713	3,971

#3.3

TO: Board of Commissioners
FROM: Sarah Reeves
DATE: July 18, 2023
RE: Executive Director Update

June 22 - PRESENT

- **DOC PRICING, CREDIT CARDS:** As of the date of this memo, we've received zero complaints about the pricing increases at the Drop-Off Centers. Credit card units are now in place at each Drop-Off Center except Burlington. Early feedback on its use has been excellent. Customers appreciate the convenience and operators have not experienced usage difficulties or excessive delays in vehicle throughput.
- **HINESBURG DROP-OFF CENTER:** We're scheduled on the DRB agenda for August 1. If our application is approved, there is a 30-day appeal period before we can officially add the second day of operations to the HDOC. This means the second day won't be feasible until early September.
- **NEW MRF BOND FINANCING UPDATE:** We have access to the first tranche of bond proceeds and have yet to draw down on the funds. We have begun paying the interest payments on the \$10,000,000. We will soon draw down approximately 55% of the funds for the downpayment on the MRF equipment.
- **PGA/MOUND SAND PROJECT:** Josh Estey accompanied a group from ANR to the Whitcomb quarry on June 30. The group was very impressed with the PGA material. Residual fiber materials in the PGA do not present a problem for use in septic mounds and is in fact seen as beneficial. Considerations for wider use include contractors may need to apply for an alternative use permit to sub in PGA for virgin sand, and CSWD may need to test the material for PFAS, depending on pending guidance from the EPA.
- **FINANCE COMMITTEE APPOINTED:** Paul Ruess has appointed Leslie Nulty, Jericho and Rick McCraw, Hinesburg, to serve on the Finance and Investment Committees for FY24.

August/September 2023

- August 14: August Executive Board (if needed)
- August 16: Bennington Battle Day. CSWD facilities and offices open regular schedule, float PTO for staff
- August 23: August Board of Commissioners meeting (if needed)
- August 28 – September 1: Sarah vacation
- September 4: Labor Day, CSWD offices and facilities closed
- September 28 – October 6: Sarah Vacation (Daughter's wedding!)



ADMINISTRATIVE OFFICE

19 Gregory Drive, Suite 204
South Burlington, VT 05403

EMAIL info@cswd.net

TEL (802) 872-8100

www.cswd.net

To: Board of Commissioners
From: Amy Jewell
Date: July 21, 2023
RE: AmeriCorps Volunteer – Request to approve volunteer

CSWD included \$9,300 in the FY 24 Budget to cover an AmeriCorps VISTA volunteer for the fiscal year. Following a lengthy process of applications and interviews, we are incredibly appreciative that we were able to secure a volunteer for the upcoming year.

SerVermont requires Board approval of the AmeriCorps volunteer. I have included the draft letter in the packet as requested by SerVermont.

This position will assist with projects related to Diversity, Equity, and Inclusion, and furthering our Wellness Team objectives. We are excited to have a full-time volunteer onboard to help us with these important initiatives.



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Philip Kolling
Executive Director
SerVermont
Agency of Human Services
Office of the Secretary
280 State Drive
Waterbury, VT 05671

Dear Mr. Kolling,

This letter is being sent to you to acknowledge the Board of Commissioners of the Chittenden Solid Waste District's support of placing a SerVermont VISTA volunteer at the Chittenden Solid Waste District.

The Board acknowledges and supports the payment of \$9,300 to cover the cost of bringing the AmeriCorps VISTA on-board for the 2023-2024 service year (August 2023-August 2024). The AmeriCorps VISTA's budget was previously a line item in the FY24 budget presented to the Board.

Sincerely,

Chittenden Solid Waste District
Board of Commissioners

