

**APPROVED**  
**CHITTENDEN SOLID WASTE DISTRICT – Administrative Office**  
**FINANCE COMMITTEE MINUTES**  
**Zoom Meeting**  
**Tuesday, January 10, 2023 – 5:00 p.m.**

**FINANCE COMMITTEE PRESENT:** Leslie Nulty, Paul Stabler  
Other Board members present: Paul Ruess,

**CSWD STAFF PRESENT:** Nola Ricci, Sarah Reeves, Amy Jewell, Josh Tyler,  
Brian Mital, Jeannine McCrumb

**AGENDA ITEM:**

1. Agenda
2. Public Comment Period
3. Consent Agenda Draft Minutes – January 4, 2023
4. Capital Budget Review
5. Self-Funded Budgets
  - a. Biosolids
  - b. Maintenance/Roll-Off
  - c. Closed Landfill
6. Other Business
7. Adjourn

Paul Ruess called the meeting to order at 5:00 p.m.

**Agenda # 1.** No changes to the Agenda

**Agenda #2. Public Comment Period** – No public in attendance

**Agenda #3. Consent Agenda** - Change date on minutes from Jan 6 to Jan 4. Minutes accepted with noted change .

**Agenda #4. Capital Budget Review** S. Reeves reviewed the memo, which included 3 years of capital budget and a timeline. She noted that the new MRF will be presented separately. She noted that CSWD has invested in significant infrastructure over the last three years and the current proposed three-year capital is a significant decrease from previous capital budgets. J. Tyler highlighted the FY 24 capital projects including ODF, Roll-off/Maintenance, DOC, Haz Waste, Administrative infrastructure, the MRF, and Capital Contingency, for a total of \$1,880,000. J. Tyler said that we now have the equipment and rolling stock necessary to operate efficiently, with an adequate replacement schedule, including using loaders with heavy use to the DOC's to eliminate the need to transport them to sites, resulted in efficiency and savings.

**Capital Budget Discussion:**

- J. Tyler noted that he will include \$350,000 in the FY 26 capital budget for the potential rehab of the existing MRF.
- Discussion on alternative budget needs if Casella was not operating the MRF. S. Reeves noted that the only capital costs for the existing MRF are upgrading restrooms at the facilities and those need to be done regardless of the operator.
- Request to correct operating/capital language to capital
- Discuss on the analysis used when determining whether to purchase new or used equipment.
- Discussion on the GMC equipment cost of \$750,000 with a seven-year life and looking at the entire program to determine if it's sustainable and should continue to be operated by CSWD. J. Tyler noted the correction that the useful life is 10-15 years. S. Reeves noted that it is expensive to run a compost business, especially one that accepts food waste versus just taking in leaf/yard waste. The question of whether to remain in the compost business was proposed to the board a number of years ago and the response was that it was an integral piece of our mission and infrastructure and improvements were made since 2018 to get the facility to its' current status. It was noted that staff has done great work in decreasing the subsidy. It was requested that when we review operating budgets, we might further this discussion. A request for a P&L on ODF is needed for the committee to determine if our volumes and pricing align. J. Tyler said that we could likely extend the life of the screener.
- Discussion on the \$60,000 DOC bag analysis charge. CSWD charges per bag fees and pays by weight. The study will be done to assist with determining actual bag costs related to volume and weight to improve the pricing structure.
- Request to tie the contingency for capital to a percentage (maybe 10%) rather than a flat \$50,000 on a \$2 million budget is too small, use 10%.
- Note to provide information for each program on what reserves are available to help inform the board. N. Ricci noted that we do have just over \$10 million in reserves.

## **Agenda #5. Self-Funded Budgets**

**Biosolids** – J. Tyler explained that the program assists participating member communities with residuals management for biosolids waste and is self-funded, meaning participating communities pay directly for services and expenses are paid out of a restricted fund. The current agreement expires on January 31, 2024. He noted the \$45,500 going into the reserve is in the event there are contract negotiations.

**Closed Landfill** - J. Tyler noted that the purpose of the closed landfill program is to oversee the post-closure care of the landfill on Redmond Road. The program is moving the landfill from post-closure care to custodial care in a timely and cost-effective manner.

Discussion held:

- S. Reeves noted that as we near the end of the 30- year post-closure period we are in a five-year planning phase to get to custodial care. The remaining amounts in the reserve will handle any necessary repairs or testing. We are continuing to do ongoing data gathering and she noted we're still receiving a good amount of leachate. S. Reeves recognized

Jeannine McCrumb's lead work on this program. She noted that we will exceed the 30- year post-closure period and that moving to custodial care is not an automatic status. CSWD is budgeting for the future work that needs to be done, which may include liner caps, wells, looking at the leachate amounts. She noted that we have decommissioned the methane plant. J. Tyler noted that we are also monitoring stormwater and testing drinking water.

- Discussion on PFA's and the work being done regarding this. J. McCrumb noted that there are other emerging contaminants in addition to PFA's that need further discussion. It was noted that CSWD's insurance coverage with VLCT is liability coverage, and a catastrophic event would not be covered.
- Request to include a narrative to budget information when reserves apply.

**Maintenance/Roll-Off** – No questions on the Maintenance/Roll-Off Budget.

**Agenda #6. Other Business:**

L. Nulty requested further information on when the MRF Bond will be presented. S. Reeves said there are a lot of moving pieces, and it would be presented at the last meeting. L. Nulty provided a spreadsheet that will be helpful in relaying information to the board. L. Nulty noted that CSWD will need to have factored in enough cash to service the debt year after year and some of that cash will be operating surpluses from the entire district not just the MRF. She requested detailed numbers that will show it will cover our cash needs.

**Agenda #6. Adjourn. Motion by Paul Stabler, SECOND by Leslie Nulty, to adjourn the meeting. VOTING: unanimous; motion carried.**

The meeting was adjourned at 6:10 p.m.

---

Amy Jewell

I agree that this is an original copy of minutes and they have been approved by the Finance Committee at the meeting held via Zoom.

---

Amy Jewell, Secretary