

**CHITTENDEN SOLID WASTE DISTRICT
WILLISTON POLICE STATION
CONFERENCE ROOM
WILLISTON, VERMONT
February 24, 2010**

APPROVED COPY

PRESENT

BOARD MEMBERS:

Bolton	-----
Burlington	Nicole Losch, alt.
Charlotte	Stephen Brooks
Colchester	-----
Essex Junction	John Lajza
Essex	Alan Nye
Hinesburg	-----
Huntington	-----
Jericho	Bert Lindholm
	Leslie Nulty, alt.
Milton	-----
Richmond	-----
St. George	-----
Shelburne	Paul Bohne, alt.
So. Burlington	Paul Stabler (Chairman)
Underhill	Mike Wiesel
Westford	-----
Williston	Joe Duncan
Winooski	Erik Heikel

STAFF:

Tom Moreau
Amy Jewell
Susan Chapman
Dan Goossen
Thomas Melloni, Esq.

OTHERS PRESENT:

None.

- AGENDA:**
1. Call to Order and Agenda
 2. Minutes
 3. Finance
 4. Compost Program Relocation
 5. Public Comment Period
 6. Program Updates
 7. Other Business
 8. Executive Session
 9. Adjournment

1. CALL TO ORDER and AGENDA

Paul Stabler called the meeting to order at 6 p.m. There were no changes to the agenda.

2. MINUTES

January 27, 2010 – Regular Meeting

MOTION by Alan Nye, SECOND by Mike Wiesel, to approve the meeting minutes of 1/27/10 as written. VOTING: all ayes except three abstentions (Burlington – Nicole Losch, Shelburne – Paul Bohne, Williston – Joe Duncan); motion carried.

3. FINANCE

a) Finance Committee – Report of Warrants

There were no comments or questions.

b) Bank Balances as of 1/31/10

There were no comments or questions.

c) FY10 Second Quarter Financials

Susan Chapman reported half way through the fiscal year budgeted versus actual financials are slightly ahead or on target. The reserve funds statement was reviewed (total capital reserves is \$3.8 million). Other reserves include the landfill post-closure fund, facilities closure fund, and the community clean up fund. The balance sheet as of January 1, 2010 shows \$15 million as the un-audited net worth of CSWD.

4. COMPOST PROGRAM RELOCATION

Tom Moreau reported the financials for the two potential sites for the compost program have been refined and meetings have been held with associated parties (town personnel, Army Corps. of Engineers, state wetlands). Further research revealed the location in Richmond (Livak site) has increasing unrecoverable expenses. The Williston site on Redmond Road is a longer term site and there is a significant amount of sand over the glacial till which has value (can be sold). An aerated static pile compost operation is proposed on the location (could be a semi-permanent site). Composting will take place under a roof and on an impervious surface for 28 days. There will be no leachate. A finished compost blanket will be used. Manure feedstock will be under cover. Food waste will be contained inside a building. The process could be appropriate for biosolids provided negative air flow is used and other necessary equipment is installed though a more isolated distance than is found at the Williston site would be desired if biosolids are used at this point

Pictures of aerated static pile composting facilities were shown. Some facilities use bunkers with a cover over the material, open bunkers, bunkers with roof, eco-blocks, steel buildings, air blown into the material or without air blowers. The facilities are in Vermont, Massachusetts, Maine, Idaho, and Washington. The CSWD facility will likely mimic the facility in Port Angeles, Washington, which has bunker separators and a roof with columns, a compost cover, and blower. There is also interest in the facility in Lisbon Falls, Maine, called Little River Compost, which uses a painted steel building with pitched roof rafters and temperature probes. The CSWD facility will have aeration embedded in the floor and variable speed motors and timers for the blowers. There is

high demand for oxygen in the first few days of composting. In subsequent days in the process the blowers will run more constantly, but at a lower speed so less electricity will be consumed.

A map of the area on Redmond Road by the former Hinesburg Sand & Gravel sandpit (still active) where the compost facility is proposed was shown. Impact on the landfill or the sandpit will be negligible. Cost of the Williston site is \$942,464. Cost of the Livak site in Richmond (leased site) is \$770,501. Recoverable costs in Williston equal \$566,735. Recoverable costs in Richmond equal \$100,173. The Williston site has \$375,729 in non-recoverable cost while the Richmond site has \$670,328 in non-recoverable cost. Concrete and steel will be used for the building in Williston. Block and cover will be used in Richmond because CSWD does not want to construct an expensive building on a five year lease of the Livak site. The Richmond site is an interim location versus a semi-permanent site with multiple uses in Williston.

The compost program is on budget (\$1,031,000 in revenues, \$1,072,000 in expenses, and \$41,173 subsidy). In FY11 two sites will be in operation temporarily as the intervalle location is closed down. Revenues are not expected to increase in FY11. In FY12 expenses will show a decrease because there will only be one site in operation. Any money borrowed by the compost program from CSWD is at 5% interest and typically a 10 year term. There will be a \$120,000 bond payment on the total project cost or a \$48,000 bond payment on the non-recoverable costs. CSWD buildings appreciate in value and the compost facility if located in Williston will be on property formerly unusable so there is value gained. There was discussion of the volume of food waste generated in Chittenden County and disposal through the compost program. Approximately 20% of the tonnage is captured presently. The design of the facility will allow for expansion of the compost program. Paul Bohne asked about the market potential for topsoil and compost as well as the potential for a source of the organics. Tom Moreau stated about 40,000 tons of organics are generate in the county and 7,500 tons are captured. All the compost and topsoil that is produced is sold. Applications include gardens, yards, and engineering practices. The volume produced and sold for the past five years can continue without increasing the tip fee or price and still meet the non-recoverable cost figure. The price for the finished product is competitive. There is room for increased sales in the county and beyond. Demand has increased at both the retail and wholesale levels. The program tries to keep as much of the material as possible out of the landfill and produce a quality product.

Tom Moreau stated two sets of engineers will be needed for the compost project (Act 78 and Act 250 processes). Each engineer will hire a subcontractor. For the Act 78 application, Don Marsh is recommended. The cost is \$10,600. Mr. Marsh wants to hire Peter Moon who did the Port Angeles facility in the State of Washington. The cost for Mr. Moon's expertise is \$5,000. For the Act 250 permit and other necessary permits the engineering firm of O'Leary and Burke is recommended and a subcontractor will be hired for the 50'x 220' concrete and steel building (cost for services not yet received by staff). The Williston location is recommended as the site for the compost program.

MOTION by Stephen Brooks, SECOND by Alan Nye, to approve the Williston site for the new compost facility. VOTING: unanimous; motion carried.

MOTION by Stephen Brooks, SECOND by Mike Wiesel, to approve \$45,000 at the General Manager's discretion for engineering of the Williston site.

DISCUSSION: The amount in the budget for the application(s) is \$50,000.

There was mention of delays due to vacations. The timeline of the project was briefly reviewed (approve engineering estimates and permit submittals in March, permits approved in September, construction contracts approved in September, facility opens in December, 2010).

FRIENDLY AMENDMENT by Stephen Brooks, SECOND by Mike Wiesel, to authorize the General Manager or the CSWD engineer, Brian Wright, to proceed with the contracts for the design and permit applications not to exceed \$45,000. VOTING ON MOTION AS AMENDED: unanimous; motion carried.

Paul Stabler mentioned asking the Attorney General to extend permission to process compost at the intervale site or to use the site as a transfer station. Tom Moreau said he would like to have permits in hand before directing the CSWD attorney to have a conversation with the Attorney General.

5. PUBLIC COMMENT PERIOD

There were no comments from the public.

6. PROGRAM UPDATES

The Board received written briefs on CSWD programs/projects.

Charlotte DOC

Stephen Brooks gave an update on siting a Drop Off Center in Charlotte. An advisory article is on the ballot for town meeting. Two presentations have been made, one to the selectboard and one to the planning commission. An informational postcard will be mailed to each resident.

7. OTHER BUSINESS

None.

8. EXECUTIVE SESSION

None.

9. ADJOURNMENT

MOTION by Alan Nye, SECOND by Joe Duncan, to adjourn the meeting. VOTING: unanimous; motion carried.

The meeting was adjourned at 7:40 p.m.

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 _____.

Michelle DaVia, Secretary/Treasurer