

**CHITTENDEN SOLID WASTE DISTRICT
EXECUTIVE BOARD MINUTES
CSWD OFFICE, REDMOND ROAD
May 17, 2006**

EXECUTIVE BOARD PRESENT: Mike Coates, Paul Stabler, Steve Goodkind, and Bill Leach

CSWD STAFF PRESENT: Tom Moreau, Tony Barbagallo, James Ticehurst, Amy Jewell

OTHERS PRESENT: Greg Nolin, Nolin's Trucking
Jeff Myers, Myers Containers
Tim Langlois, Casella Waste Management

AGENDA ITEM:

1. Approve minutes of April 19, 2006
2. Community Clean Up Fund – Additional Town Requests -
Board Action Requested: Approve staff recommendation
3. Employee Pay Classification System – Proposed Changes for FY 07 Budget –
Board action requested: Discussion with recommendation to Full Board
4. FY 07 Budget – Board Action Requested: Discussion only
5. Recycle Bank – Approach and Progress Report – Board Action Requested: Discussion Only
6. Landfill Design and Permitting Contract with Shaw Environmental – Proposed Amendment –
Board Action Requested: Approve Amendment
7. Program Updates
8. Other Business
9. **Executive Session** – to discuss ongoing and pending litigation, property purchases, personnel issues, and contract negotiations.
 - (H) a) MRF Contract
 - (H) b) Personnel Issues

CALL TO ORDER - B. Leach called the meeting to order at 4:35 p.m.

Agenda #1: Approve minutes of April 19, 2006. Motion by Paul Stabler, second by Mike Coates. Approved – All Ayes.

Agenda #2: Community Clean Up Fund – Additional Town Requests - Board Action Requested: Approve staff recommendation

Amy handed out a memo from Winooski Valley Park requesting money for two Community Clean Up Fund Projects and discussed the requests from the Village of Essex Junction, the City of Burlington, and the Town of Westford. Mike Coates had questions about the Village of Essex Junction project and noted that he felt this should be the responsibility of the New England Central Rail. Discussion was held on the Winooski Valley Park project. **Motion by Mike Coates, second by Paul Stabler to approve additional funding of \$1,000 to the Village of Essex Junction; \$1,000 to the City of Burlington's; \$409.54 to the town of Westford; and \$700 for disposal costs of a dilapidated out building at Colchester Pond to the Winooski Valley Park District. Motion Carried 5-0.**

Agenda #3: Employee Pay Classification System – Proposed Changes for FY 07 Budget –

Board action requested: Discussion with recommendation to Full Board

T. Moreau explained that this Classification Review was done as a result of the Finance Committee and the Board's request for a review and was not staff driven. T. Moreau reviewed the Gallagher Flynn (GF) report and recommendation of competitiveness of the current range of positions. GF recommended revising the Rating Manual and identified positions that were currently non-competitive from a financial compensation standpoint. CSWD met with the Finance Committee and recommended a Review Committee of managers and non-managers to clean up the rating manual language as suggested by GF. CSWD provided a list of proposed ratings that differed from the GF recommendation. These were brought to the Finance Committee and the Finance Committee approved the proposed Grade Changes as presented in the packet.

A. Jewell explained the criteria that was used in the original manual and explained that minor changes were made to the manual. S. Goodkind questioned the New England Salary Survey and noted that he did not feel that was reflective of Chittenden County and that the proposed salaries seemed high. A. Jewell noted that for most positions a comparison was made to Chittenden County Municipalities but not all municipalities had similar positions. S. Goodkind questioned the Finance Manager not having a comparable rating and said that he would contact Tom Moreau with further questions regarding the salary once he had a chance to look at the New England Salary Survey website. T. Moreau offered to provide alternatives for implementing the new pay classification system including a phase in program at next week's full Board meeting. Tom suggested that at the full Board meeting if further information was requested than what would be provided then a certain sum be put in the PUD budget so that the budget would be passed at the May meeting. T. Moreau summarized that this recommendation would be brought to the full board for approval.

Agenda #4: FY '07 Budget – Board Action Requested: Discussion only

T. Moreau summarized that the FY '07 Budget is ready to be sent out and will be on the May agenda for with recommendation to approve the budget. He noted the total operating expenses before any fund transfers is \$7,171,931 which is an increase of \$202,905 or 2.9% over last year. T. Moreau noted that the Salaries and Wages will increase \$173,000 and is significant. The cost of benefits decreased mainly due to a changes in employee health insurance plans with more opt-outs than normal. He explained that CSWD will put \$110,000 less money into reserves which is how the budget will balance.

T. Barbagallo reviewed the Preliminary Capital Budget and explained that there were additional changes that would need to be made before sending out to the Board of Commissioners. Tom Moreau reviewed reserves at the start of the fiscal year and projected reserves at the end of the fiscal year. The budget shows what has to happen in order to buy land and permit the regional landfill site without having to borrow money. The reserves will be depleted with the intention to bond for the landfill construction and pay back the reserve accounts. T. Moreau that this handout was preliminary and needed final tweaking before being included in the budget. This will be complete and sent to the full board on Friday.

Discussion was held on selling Flynn Avenue. P. Stabler asked that data be brought back to the City of South Burlington Board before this is considered. T. Barbagallo noted that we would probably have to amend our lease with South Burlington before we sell our Flynn Avenue parcel.

Agenda #5: Recycle Bank – Approach and Progress Report – Board Action Requested: Discussion Only

T. Barbagallo summarized that CSWD was approached by Casella to look into Recycle Bank. A staff meeting was held to discuss the possible roles and to brainstorm the possible roles that CSWD might have on Recycle Bank. Tony noted that this is very innovative and could be positive thing and that it is assumed that Casella will roll out this program by late summer. Expecting that this will be implemented by Casella, CSWD needs to determine its involvement and/or leadership. The program is designed to increase recycling rates by providing the residents with a financial incentive. Tony said that CSWD would like to have access to the data and that CSWD should take a supervisor role, not a mandating role, and not be involved in the money aspect. Feedback from Casella staff was that CSWD should be more involved.

Jeff Myers from Myers Containers questioned who owns Recycle Bank and said that he feels there is to close a relationship with the owners and Casella. Jeff expressed concern for the cost of retrofitting the trucks to accommodate the program but that the material he brings to Casella would help them pay for the retrofit for their trucks. Jeff expressed concern for the tipping fees at the MRF and feels that the contract with Casella needs to be renegotiated

T. Moreau explained that CSWD is in negotiations with Casella to try and bring the tipping fee at the MRF down to \$0 and then eventually even pay haulers for the material. T. Moreau said that the concept of Recycle Bank, which is to reward customers for recycling based on the amount they recycle is a good concept. B. Lindholm clarified that there was no way to prevent Casella from putting this system in place for their customers. Greg Nolin from Nolin's Trucking noted that he is concerned that this will confuse customers. B. Leach reiterated that Casella will do this anyway. Jeff would like CSWD to work on the fees at the MRF. T. Moreau summarized that CSWD would be working on lowering the tip fee at the MRF and would consider offering no interest loans to haulers to retrofit trucks.

P. Stabler said that he is skeptical of spending this amount of time and effort on what appears to be a small return of recycling. Discussion was held on the logistics of Recycle Bank regarding privacy of individual homeowners recycling and possible ordinance changes. Tony said that customers would have to sign an agreement before signing up for the program.

Agenda #6: Landfill Design and Permitting Contract with Shaw Environmental – Proposed Amendment – Board Action Requested: Approve Amendment

T. Barbagallo requested an amendment to the Landfill Design and Permitting Contract with Shaw Environmental. The agreed upon additional scope was for \$46,610. When including previously executed change orders totaling \$18,355 (these were authorized but, due to the dollar amount, have not yet been approved by the Board) this brings the requested amount of additional costs to \$64,945.

Paul Stabler made a motion to approve a total of \$64,945, Second by Mike Coates. VOTING: unanimous; motion carried.

Agenda #7: Program Updates – no discussion.

Agenda #8: Other Business – no discussion.

Agenda #9: Executive Session – to discuss ongoing and pending litigation, property purchases, personnel issues, and contract negotiations.
a) MRF Contract
b) Personnel Issues

MOTION by Paul Stabler, SECOND by Mike Coates, that the Executive Board of the Chittenden Solid Waste District go into Executive Session to consider pending civil actions and contract negotiations where premature general public knowledge would clearly place the District, its member municipalities, and other public bodies or persons involved at a substantial disadvantage, and further, to seek and discuss the advice of attorneys on various legal issue where premature public knowledge could adversely affect the outcome of such civil action against the District, and to permit staff and the Solid waste District attorney(s) to be present for this session. VOTING: unanimous; motion carried.

The Board entered Executive Session at 6:55 p.m.

MOTION by Mike Coates, SECOND by Paul Stabler, to adjourn Executive Session and reconvene the regular meeting. VOTING: unanimous; motion carried.

Executive Session was adjourned and the regular meeting reconvened at 7:05 p.m.

10. ADJOURNMENT

MOTION by Mike Coates, SECOND by Paul Stabler, to adjourn the meeting. VOTING: unanimous; motion carried.

The meeting was adjourned at 7.06 p.m.