

MINUTES
INFORMATIONAL MEETING OF THE BOARD OF SUPERVISORS
RUTLAND COUNTY SOLID WASTE DISTRICT
NOVEMBER 4, 2020 at 6:30pm

Web Conference Link posted on the District website, www.rcswd.com,
and the District Facebook page for public attendance.

MEMBERS PRESENT:

Brandon		Mount Tabor	
Castleton	Tim Gilbert	Pittsford	Nancy Gaudreau
Castleton (Alt.)		Pittsford (Alt.)	Bill Drummond
Clarendon		Poultney	
Danby		Proctor	Carrie Covey
Hubbardton		Rutland City	Bill Gillam
Ira	Larry Taggart (c)	Rutland City	Rebecca Mattis
Killington		Wallingford	
Mendon	Susannah Loffredo	Wells	
Mount Holly	Clint Woolley	West Rutland	

OTHERS PRESENT:

Mark Shea , RCSWD Manager	Gregory Giles , RCSWD Treasurer
Brian Sales , RCSWD Outreach Coordinator	Jonathan Grace , Sanborn Head & Asc.
TJ Sabotka , O'Brien Shortle Reynolds & Sabotka PC	

1. CALL BOARD MEETING TO ORDER.
 - A quorum was not present, so the meeting was deemed to be for informational purposes only. As such, none of the motions or votes reflected in the following minutes are valid or binding. Mr. Taggart called the meeting to order at 6:32pm.
2. Approval of Board Minutes of October 7, 2020
 - Mr. Taggart asked for a motion to approve the draft minutes of the October 7, 2020 Board of Supervisors meeting. Ms. Covey noted a red asterisk should be next to her name, indicating inclusion as an Executive Board member. Ms. Mattis noted multiple spelling errors to be corrected, including the improper spelling of Mr. Woolley's name throughout the minutes. Ms. Mattis moved to approve the October 7, 2020 Board Meeting minutes, pending correction of the afore mentioned errors. Mr. Woolley provided the 2nd and a rollcall vote was held to determine all those in favor. The motion passed unanimously.

SWIP PUBLIC HEARING:

Rutland County Solid Waste Districts' 2021-2025, Solid Waste Implementation Plan (SWIP)

1. CALL MEETING TO ORDER
 - Mr. Taggart asked for a motion to open the 2nd public hearing of the Solid Waste Implementation Plan for 2021 to 2025. Ms. Mattis motioned to enter the public hearing.

Ms. Loffredo provided the 2nd and a rollcall vote was held to determine all those in favor. The motion passed unanimously

2. PRESENTATION

- Mr. Sales presented a PowerPoint presentation of the SWIP plan of action for Disposal and Diversion, SWIP Posting and Publicity, A-Z Waste and Recycling Guide, Variable Rate Pricing, Solid Waste Hauling Services, School Outreach, Business Outreach, Waste Reduction at Events, HHW Collection Events and Facilities, Collection of Landfill-Banned and Dangerous Materials, Food Rescue, Textile Reuse and Recycling, Leaf/Yard/Clean Wood Debris Recycling, Asphalt Shingles and Drywall Recycling and Residuals Recycling Meetings.
- Mr. Taggart asked if anyone from the public was in attendance. No one from the public was present for any comments.

ADJOURN PUBLIC HEARING

- Mr. Taggart asked for a motion to adjourn from the SWIP public hearing. Ms. Mattis moved to adjourn the public hearing and Mr. Drummond provided the 2nd. A rollcall vote was held to determine all those in favor and the motion passed unanimously.
- Mr. Shea noted there were no changes to the SWIP paperwork, and that there were no suggestions or corrections offered.

OLD BUSINESS:

3. STORMWATER REMEDIATION AT THE MRF.

- Jonathan Grace, Engineer and Project Manager from Sanborn, Head & Associates, Inc. presented a draft proposal for the MRF and surrounding property to achieve compliance with State of Vermont stormwater permitting guidelines. Mr. Grace outlined the criteria for permit compliance and noted a number of challenges this presents particular to the MRF property. Several options were considered for cost, maintenance, and efficacy. Ultimately, they settled on a stormwater treatment system utilizing much of the existing drainage infrastructure. New filtration equipment will be installed below grade and treat the stormwater runoff as it flows through. Mr. Grace noted this was the most cost-effective solution to meet the permitting requirements and is very low maintenance. The estimated cost of the project is \$250,000 and the District has approximately five years to complete installation. General discussion followed regarding costs, exploring alternative solutions, and timing considerations. Mr. Gilbert inquired about reducing the total area of impervious surface to below 3 acres, which would preclude the need for a permit. Mr. Grace determined there is insufficient open area on the property to create enough non-impervious surfaces to reach the 3-acre threshold. Ms. Covey asked if the solar panel installation along the access road is causing additional stormwater runoff to reach the MRF property, similar to the current situation at the transfer station. Mr. Grace was uncertain of the impact, but suggested it was not likely to be a significant contributing factor. Ms. Gaudreau asked about the possibility of diverting stormwater to the Rutland City wastewater treatment plant adjacent to the MRF. Mr. Grace replied that he would be willing to look into this option, however he believes the infrastructure required to do so would be much more expensive than the current proposal. Mr. Taggart discussed possibilities for timing of the project. The cost of materials and equipment

is likely to increase over time, so consider moving ahead sooner rather than taking the full 5 years to implement.

NEW BUSINESS

4. 2019 INDEPENDENT AUDITOR'S REPORT – T.J. SABOTKA

- Mr. Sabotka presented a brief overview of the final draft Audited Financial Statements for the year-ending December 31, 2019. A copy of the report was included within the meeting materials.
- Mr. Sabotka drew attention to Exhibit D – Statement of Revenues, Expenses, and Changes in Fund Balance. This statement presents a comparison of budget vs. actual results for Revenues, Expenses, and change in Fund Balance. Mr. Sabotka noted an increase in Fund Balance of \$89,737 before transfers to the proprietary fund of \$46,655 and a refund of \$150,000 to member towns. The net change after those distributions was a reduction in Fund Balance of \$106,918.
- The auditors issued a clean, unqualified opinion of the District's financial statements as of December 31, 2019.

5. MONTHLY FINANCIAL STATEMENTS

- Mr. Shea presented the budget vs. actual results as of September 30, 2020. Overall results are running close to budget levels, no significant variations or areas of concern.

6. 2021 DRAFT BUDGET PRESENTATION

- Mr. Shea presented the first draft budget for 2021. Upon reviewing 2020 budget vs. actual results, Mr. Shea went on to discuss some of the challenges facing the District for 2021 and the impacts these will have on budget considerations.
- Mr. Shea informed the board that we are focusing on tracking revenues and expenditures by program. The ultimate goal is to have a clear and accurate understanding of the profitability or losses associated with each program. This will help to identify opportunities for cost savings, gains in efficiency, and eliminating redundancy wherever possible.
- Mr. Taggart asked if a draft of the budget could be prepared for the next meeting which would compare proposed increases in fees and permit prices vs. a baseline of no increase. Mr. Shea replied that this would be a significant challenge to accomplish in the limited time before the December meeting. However, he noted that the draft budget will be complete at that time and ready for Board review.

7. MANAGERS REPORT

- It was noted that Ms. Mattis had left the meeting and a quorum was no longer present. Mr. Taggart suggested that no other business could be conducted.

8. ADJOURN

- Lacking a quorum, Mr. Taggart adjourned the meeting at 8:20pm.

Respectfully Submitted,
Gregory A. Giles – Treasurer