

**RUTLAND COUNTY SOLID WASTE DISTRICT**  
**MINUTES**  
**SPECIAL MEETING OF THE BOARD OF SUPERVISORS**  
**EXECUTIVE BOARD**  
October 6, 2021 at 6:15pm

**RCSWD Administrative Offices**  
**1 Smith Road**  
**Rutland, VT 05701**

Web Conference Link posted on the District website, [www.rcswd.com](http://www.rcswd.com),  
and the District Facebook page for public attendance.

**MEMBERS PRESENT:**

Brandon	<b>Gabe McGuigan</b>	Pittsfield	<b>Ann Kuendig</b>
Castleton		Pittsford	<b>Nancy Gaudreau</b>
Clarendon	<b>Dave Potter</b>	Pittsford (Alt.)	
Danby		Poultney	<b>Paul Donaldson</b>
Hubbardton		Proctor	<b>Carrie Covey*</b>
Ira	<b>Larry Taggart*</b>	Rutland City	<b>Bill Gillam*</b>
Killington		Rutland City	
Mendon		Wallingford	<b>William Weiss</b>
Mount Holly	<b>Clint Woolley</b>	Wells	
Mount Holly (Alt.)		West Rutland	<b>Chet Brown</b>
Mount Tabor			

**\* = E-Board Members**

**OTHERS PRESENT:**

<b>Mark Shea</b> , RCSWD Manager	<b>Gregory Giles</b> , RCSWD Treasurer
<b>Brian Sales</b> , RCSWD Outreach Coordinator	

- CALL BOARD MEETING TO ORDER.
  - Upon confirmation that the quorum requirements for the Executive Board had been met, Mr. Taggart called the meeting of the Executive Board to order at 6:17pm.
- APPROVE PRIOR MEETING MINUTES.
  - Mr. Gillam moved to approve minutes of the September 1, 2021, and September 29, 2021 meetings of the Board of Supervisors – Executive Board, in the form presented within the provided meeting materials. Ms. Covey provided the second and the motion to accept both sets of minutes passed unanimously.
- RCSWD 2022 BUDGET SCHEDULE.
  - Mr. Shea presented his proposed 2022 Budget schedule on page 10 of the meeting materials, outlining the timing and expectations set forth for the coming months. He solicits input or goals from members of the Board regarding their budgeting goals for

- the next year, and explains the timing anticipated for the various steps in the budget process, culminating with final Board approval in January of 2022.
- Mr. Shea mentioned a possible increase to the District surcharge, which has been \$19.97 per ton for many years. He highlighted several factors within the operating environment which will likely necessitate increased revenues to offset new and rising costs such as Casella fees, rising energy rates, disposal fees, and unusually high inflation.
  - Discussion continued around the possibility of grants which may be available, concerns over the stormwater mitigation costs, and suggestions for overall budget goals. Ms. Covey moves to adopt the Budget schedule as presented and send it to the full Board for review and approval. Mr. Gillam provided the second and the motion passed unanimously.
- RCSWD PERSONNEL POLICY.
    - Mr. Taggart suggests the Board members review the revised Personnel Policy and bring any questions up with Mr. Shea at their convenience.
    - General discussion ensued pertaining to revisions for typos or minor changes.
    - Mr. Taggart would like any suggestions to be made in time for the final draft to be included in the November meeting materials for the full Board to vote on approval. The updated policy will go into effect as of January 1<sup>st</sup> if approved by the full Board.
  - HHW MARKET & PRICE ADJUSTMENTS.
    - Mr. Taggart notes that changes to HHW pricing are proposed and that any such fee increases will take effect as of January 1<sup>st</sup>.
    - Mr. Shea directs Board members to page 103 of the meeting materials for a breakout of current HHW disposal fees, and proposed increases to cover rising costs. He noted that the program historically runs at a significant deficit and in order to keep prices reasonable for member town residents, out of district residential, in district commercial and commercial non-district fees should be increased to 30%, 40% 60% respectively above the districts cost.
    - Mr. Potter asks about end disposal costs and where the HHW items ultimately reside. Mr. Shea explains the collection, storage, inventory, reporting, and disposal process and costs.
  - REVISED CREDIT FORM FOR ACCOUNT CUSTOMERS.
    - Mr. Taggart suggests moving this to the full Board for consideration.
  - ADJOURN
    - Ms. Covey moved to adjourn the Executive Board meeting and continue any further discussion in the full Board. Mr. Taggart asks for all those in favor and the motion to adjourn is passed unanimously at 6:47pm.

Respectfully Submitted,

Gregory Giles - Treasurer