

MINUTES  
SPECIAL MEETING OF  
BOARD OF SUPERVISORS  
September 7th, 2022 at 6:30pm  
14 Gleason Rd Transfer Station, Rutland, VT  
Recycling Drop-Off

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:

Ira	<b>Larry Taggart*</b>	Mt. Holly	<b>Clint Woolley</b>
West Rutland	<b>Chet Brown</b>	Mendon	<b>Susannah Loffredo*</b>
Brandon	<b>Gabe McGuigan</b>	Pittsford	<b>Bill Drummond</b>
Clarendon	<b>David Potter</b>	Rutland City	<b>Tom DePoy</b>
Castleton	<b>Tim Gilbert*</b>	Wallingford	<b>William Weiss</b>

OTHERS PRESENT:

Mark Shea, RCSWD Manager  
Breanna Franzoni, RCSWD Program Manager  
Gregory Giles, RCSWD Treasurer

1. CALL BOARD MEETING TO ORDER

Mr. Taggart called the in-person/video conference meeting to order at 6:35 pm.

2. APPROVAL OF BOARD MINUTES OF MAY 4, 2022

**Mr. Gilbert made a motion to approve the minutes of May 4, 2022. Ms. Loffredo provided a second to the motion. All voted in favor. The motion passed unanimously.**

3. FIRE ALARM AT HHW DEPOT

Mr. Shea explained that on July 21, 2022 the ambient temperatures outside exceeded 90 degrees. This caused the alarm system located at the HHW Depot to trip and exhausted all of the material within the fire tanks. At this time staff were present on scene as well as Rutland City Fire Department. Mr. McGuigan wondered how long we were not able to offer the household hazardous waste program at the transfer station. Impact Fire Services was called to site the next day to reset the alarm. It took a week to refill the suppression system, which was when the HHW depot was reopened. A 24-hour watch was enforced before the fire alarm up and running, this was for only a few hours. There was no fire, material leaks or damage to any of the items within the locker. No injuries occurred.

4. ASBESTOS CONTAINER PURCHASE

Mr. Shea provided the recommendation of purchasing a new asbestos container. The current asbestos container is in poor condition and cannot be transported to Coventry, VT in this condition. Mr. Shea estimated the cost of a new container would fall around \$8,000.00 and indicated this purchase would be within budget. Mr. Potter inquired about how much asbestos we receive. Mr. Shea acknowledged that we have received quite a bit of this material in the past, but this has slowed down. The facility has had a difficult time accepting new material due to the condition of the container.

**Mr. Brown made a motion to approve obtaining a new container for the asbestos program. Ms. Loffredo seconded the motion. All voted in favor. The motion passed unanimously.**

5. USDA RURAL DEVELOPMENT EXCAVATOR GRANT

Mr. Shea spoke about how the USDA grant for the purchase of a new excavator has been approved for about \$69,520. This means the district would have to provide an estimated additional \$94,094 to fulfill the purchase. Mr. Brown asked what the make of the machine would be. Mr. Shea stated that the make would be a CAT.

6. SALE OF OLD EXCAVATOR AND BOX TRUCK

Mr. Shea explained that he is looking to sell the old excavator and box truck because the replacement parts are no longer accessible, and both need new parts. The box truck is still licensed, registered, and insured and the excavator is currently out of commission due to electrical issues. Mr. Shea spoke about how he would like to put these items out for bid. Mr. McGuigan asked about how the sale would work. Mr. Shea explained that initially it would be a sealed bid procedure and the district would accept the best price after 30 days.

Mr. Woolley questioned the requirements for the excavator or truck grant, if it was originally purchased with a State grant. Mr. Shea stated that the only requirements he knew of where if the district were to sell the excavator, 40% of the sale would be given to the state. If the excavator were to be scrapped, then the district would have to provide the details of where the excavator was scrapped.

**Mr. DePoy made a motion to authorize the sale of the old box truck and excavator. Mr. Brown seconded the motion. All voted in favor. The motion passed unanimously.**

**Mr. DePoy made an amendment to the motion to set the minimum sale price to \$5,000 on both the box truck and the excavator.**

7. REVISED HAZARDOUS WASTE MANAGEMENT REGULATIONS AND HHW ROVER OPERATIONS

Mr. Shea stated that there is a meeting scheduled for September 8th with the state which will give the district a better indication about what will be required in the future regarding new HHW transportation regulations. Mr. Shea did apply for a new insurance policy which will offer more coverage for any possible accidents/spills regarding HHW.

8. ACCOUNTS RECEIVABLES

Mr. Shea stated there are several haulers that have not been keeping up with payments and providing materials paperwork in a timely manner. Mr. Hubbard and Mr. Sullivan, consultant, is a member present from the accounts receivables list. Much discussion included a document presented to the Board from CPS dated August 31, 2022 requesting to forgive interest charged in collection of delinquent payments and paperwork.

9. MONTHLY FINANCIALS

Mr. Shea said based on our financial position at the end of July, the district would be at 58.3% of the budget percentage of 12 months. The revenues of the district are at about 61.1%. The district is at 3.8% more revenues than budgeted. The expense of the district are at about 59.5%, which indicates a 2.4% decrease in expenses. The districts total revenue stands at about \$129,820.81 over expenses.

10. MANAGER'S REPORT

Mr. Shea noted the transitions that have occurred within the district in regard to staff. This includes the recruitment of several new staff members while some have transitioned away from the district. We are currently down one staff person.

Mr. Shea also spoke about how credit card no longer a reasonable limit as our monthly expenses has exceed this limit on occasion. There are several monthly charges which require a credit card which include subscription-based services utilized by the district. Mark asked if the credit card limit could be \$5,000.00 instead of \$2,000.00.

**Mr. Gilbert made a motion to authorize the credit card limit to be raised to \$5,000.00. Mr. Brown seconded the motion. All voted in favor. The motion passed unanimously.**

Mr. Shea also spoke about how mattresses are often charged as bulky items at other transfer stations. At Gleason Rd, mattresses are charged by the weight, which typically comes to about \$3.00 a mattress. Mr. Shea mentioned that it may be realistic to begin charging based on the size of the mattress opposed to the weight or perhaps a hybrid process. It was decided that more research would be needed for their next meeting.

Mr. Shea explained that the staff at the transfer station have been handing out educational pamphlets that speak about trash banned items required by the state. This is a part of the outreach being done to mitigate items that non trash items being brought to the tip floor.

11. STORMWATER MITIGATION II

It was brought up to add two catch basins to the stormwater mitigation plan to deter any debris from underneath the scale. Each catch basin will cost about \$5,000.00. The total project is set to

cost around \$35,000.00. In order to try to stay in compliance with the state and Act 250, an extra \$15,000.00 is set aside for this project. The total for the project cannot exceed \$50,000.00. The project must be run through engineers before implantation as well.

**Mr. Brown made a motion to set aside \$50,000.00 for the Stormwater Mitigation II project. Tom DePoy seconded this motion. All voted in favor. The motion passed unanimously.**

12. PUBLIC COMMENT

Tim Hubbard of Rutland Town and Chris Sullivan, Consultant of Rutland City were present.

**Mr. Brown moved** to find that premature general public knowledge regarding the District's case with Outstanding Accounts Receivable would clearly place the District at a substantial disadvantage, because the Board of Supervisors risks disclosing its negotiation strategy if it discusses the proposed case terms in public. **Ms. Weiss provided the second. All voted in favor. The motion passed.** The meeting adjourned at 8:10 pm.

**Mr. Brown moved** that we enter into executive session to discuss the District's position with/on Outstanding Accounts Receivable under the provisions of Title 1 VSA section 312 (a)(1e) of the Vermont Statutes.", **Mr. Gilbert provided the second. All voted in favor. The motion passed.**

13. EXECUTIVE SESSION

Executive session began at approximately 7:44 pm.

14. ADJOURN

The Board entered regular session with no action taken from the executive session.

**Mr. Brown moved to adjourn. Ms. Weiss provided the second. All voted in favor. The motion passed.** The meeting adjourned at 8:10 pm.

Respectfully submitted,  
Breanna Franzoni