

**NOTE: These minutes are subject to review and modification by the ACSWMD Board of Supervisors at its next Board meeting.**

**Addison County Solid Waste Management District  
Minutes**

**Board of Supervisors Meeting No. 309**

**Thursday, February 20, 2020, 7:00 PM**

**Addison County Regional Planning Commission Office Conference Room  
14 Seminary Street, Middlebury, VT 05753**

**1. OPEN MEETING – ROLL CALL** – The Board of Supervisors (BOS) meeting was called to order by Cheryl Brinkman, Chair at 7:00 PM on February 20, 2020, in the ACRPC Conference Room, 14 Seminary Street, Middlebury, VT. Present:

<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>	<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>
<i>Addison</i>	1	Bill Munoff	<i>Orwell</i>	1	Karl Thomsen
<i>Bridport</i>	1		<i>Panton</i>	1	/Todd Presson
<i>Bristol</i>	2	/ Valerie Capels	<i>Ripton</i>	1	
<i>Cornwall</i>	1		<i>Salisbury</i>	1	
<i>Ferrisburgh</i>	2	Steve Huffaker	<i>Shoreham</i>	1	Randy Orvis
<i>Goshen</i>	1		<i>Starksboro</i>	1	Susan Reit de Salas
<i>Leicester</i>	1		<i>Vergennes</i>	2	Cheryl Brinkman
<i>Lincoln</i>	1	Bill Finger	<i>Waltham</i>	1	
<i>Middlebury</i>	4	Eric Murray	<i>Weybridge</i>	1	Tim Wickland
<i>Monkton</i>	1	Deborah Gaynor	<i>Whiting</i>	1	Eric Zuesse
<i>New Haven</i>	1	Patrick Palmer			
<i>Staff:</i>		Teresa Kuczynski (TK), District Mgr.; Patti Johnson (PJ), Business Mgr.; Gary Hobbs (GH), Transfer Station Supervisor	<i>Guests:</i>		

**2. APPROVE THE AGENDA –**

**Motion #1: T.Wickland moved to approve the agenda. S.Huffaker seconded the motion.**

**VOTE on Motion #1: Yes –15 (Addison, Bristol (2), Ferrisburgh (2), Lincoln, Monkton, New Haven, Orwell, Panton, Shoreham, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

**3. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.

**4. MEMBER COMMUNICATIONS** – None.

**5. APPROVAL OF MINUTES FROM 11/21/19 MEETING NO. 308 –**

**Motion #2: R.Orvis moved to approve the minutes of Meeting No. 308. K.Thomsen seconded the motion.**

**VOTE on Motion #2: Yes –14 (Addison, Bristol (2), Ferrisburgh (2), New Haven, Orwell, Panton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 2 (Lincoln, Monkton).**

**6. FINANCIAL REPORTS –**

**a. Nov & Dec 2019 Financial Reports** – November saw a net gain in the General Fund (GF) of \$18,522, and December incurred a GF net loss of (\$9,967). MSW & C&D tonnage for Dec. was up by 2,084 tons, for a total of 23,360 tons in 2019. The 2019 pre-audited GF balance was \$423,681, an increase from the GF beginning year balance of \$340,885. Single Stream tonnage at the Transfer Station was up by 67 tons over 2018, with a total of 2,214 tons in 2019. The Transfer Station also saw a large increase in tire

1 disposal: 72.23 tons more than 2018, for a total of 262.67 tons in 2019. The Transfer Station received  
2 58,799 transactions in 2019.

3 **b. Nov & Dec 2019 Single Stream Recycling Reports** – The District incurred a net loss of (\$58,558.26)  
4 in Single Stream Recycling in 2019, not counting overhead. The Dec. processing fee held steady over the  
5 Nov. rate of \$108/ton. E.Zuesse asked about the District’s 2020 rate increase. PJ confirmed that the  
6 District had increased its Single Stream Recycling tip fee to \$120/ton to hopefully break even on increased  
7 recycling transport and processing fees. It is difficult to predict market prices for the coming year.

8 **c. Asphalt Shingle Infrastructure Grant Award** – TK announced that the District was awarded an  
9 Asphalt Shingle Infrastructure Grant by the Agency of Natural Resources (ANR). The grant award amount  
10 is \$12,027, or 60% of the \$20,045 total submitted cost of the new asphalt shingle bunker, concrete pad,  
11 construction oversight and 30-cu.yd roll-off.

12 **d. Municipal Diversion Grant Applications** – None received.

13 **e. School Diversion Grant Applications** – None received.

14  
15 **7. NEW BUSINESS –**

16 **a. Executive Board Recommendation to Award Contract to Beauregard Equipment for Purchase of**  
17 **New Case 590SN Backhoe** – GH reviewed the bids received for purchase of a new backhoe. Staff and  
18 Executive Board (E.Bd) recommendation is to award the contract to Beauregard Equipment for purchase  
19 of a new Case 590SN Backhoe. The total after options is \$113,590, within the District’s \$125,000 budget.

20 **Motion #3: B.Finger moved to approve purchase of the Case Backhoe 590SN. E.Zuesse**  
21 **seconded the motion.**

22 **VOTE on Motion #3: Yes - 20 (Addison, Bristol (2), Ferrisburgh (2), Lincoln, Middlebury**  
23 **(4), Monkton, New Haven, Orwell, Panton, Shoreham, Starksboro, Vergennes (2),**  
24 **Weybridge, Whiting). No – 0. Abstain – 0.**

25 **b. Update on Regional Drop-off Siting Process** – The Chair gave an update on the high cost of  
26 constructing an access road and retrofitting the buildings at the U.S. Forest Service property adjacent to the  
27 Transfer Station. TK will continue to look at an alternative access road and/or traffic rerouting in order to  
28 expand capacity at the Transfer Station. The E.Bd will also begin to search for another suitable site for a  
29 regional drop-off.

30 **c. Update on Revised Sewerage Construction RFP and Budget** – TK is working with Weston &  
31 Sampson to revise the sewerage construction budget in order to release a new RFP in the spring.

32  
33 **8. DISTRICT MANAGER REPORT** – (a) TK handed out the “Common Industry Acronyms &  
34 Definitions” that she updated with the addition of PFOAs, a topic that might come up on Town Meeting Day.  
35 TK’s annual “Cheat Sheet” with facts for TMD is forthcoming by email. (b) TK and PJ met with National Bank  
36 of Middlebury to explore the maximum investment of funds in CDARS; the E.Bd approved the transfer of the  
37 Recycling Contingency Fund into a CDAR. (c) The NSWRA issued a guidance document on waste handling  
38 resulting from the Corona Virus; they advise that CV patient waste be handled as regulated medical waste. (d)  
39 The E.Bd will form a Nominating Committee in March. (e) PJ reported on the recent RFP for IT security.

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41 **9. PROGRAMS REPORT** – As Don Maglienti is on vacation, TK handed out the Programs Report.

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43 **10. EXECUTIVE SESSION** – Not needed.

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45 **11. OTHER BUSINESS** – None.

46  
47 **12. ADJOURN –**

48 **Motion #4: B.Finger moved to adjourn at 8:25 PM. B.Munoff seconded the motion.**

49 **VOTE on Motion #4: Yes - 19 (Addison, Bristol (2), Ferrisburgh (2), Lincoln, Middlebury**  
50 **(4), Monkton, New Haven, Orwell, Panton, Shoreham, Starksboro, Vergennes (2),**  
51 **Weybridge). No – 0. Abstain – 0.**

52  
53 *I agree that this is an original of the February 20, 2020 minutes that were considered and approved by the*  
54 *BOS at its meeting of \_\_\_\_\_.* *Teresa A. Kuczynski, District Clerk \_\_\_\_\_*

FB February 20, 2020