

1 **NOTE: These minutes are subject to review and modification by the ACSWMD Executive Board at**
2 **its next regular meeting.**

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4 **ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT**
5 **EXECUTIVE BOARD MEETING MINUTES**

6 **Virtual Meeting on ZOOM**

7 **July 8, 2020 3:00 PM**
8

9 **1. CALL TO ORDER** – Cheryl Brinkman (CB), Board of Supervisors (BOS) Chair, called the meeting of
10 the Executive Board (E.Bd) to order at 3:00 PM. Other E.Bd members present on the call: Steve Huffaker
11 (SH), Richard Reed (RR), Deb Gaynor (DG) and Tim Wickland (TW). Staff present: Teri Kuczynski (TK),
12 District Manager; Patti Johnson (PJ), Business Manager; Don Maglienti, Program Manager (DM); Gary
13 Hobbs (GH), Transfer Station Supervisor.

14
15 **2. APPROVE THE AGENDA** – TK reported that the draft ENPRO contract for transportation and
16 disposal of HHW is now complete. It was not added to the agenda last week, because we had not received a
17 draft from ENPRO yet. We need the contract signed by July 14 in order to ship the materials with ENPRO.

18 **Motion #1: RR moved to approve the agenda with the addition of the HHW contract to New**
19 **Business. TW seconded the motion.**

20 **VOTE: Yes – 5 (SH, RR, DG, CB, TW). No – 0. Abstain – 0.**
21

22 **3. APPROVE MINUTES OF JUNE 10, 2020 MEETING** – TK noted that in § 6(c), line 50, the April
23 SS Recycling processing fee of \$118/ ton should have been \$112/ ton.

24 **Motion #2: RR moved to approve the minutes of June 10, 2020 with the correction. TW**
25 **seconded the motion.**

26 **VOTE: Yes – 5 (SH, RR, DG, CB, TW). No – 0. Abstain – 0.**
27

28 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.
29

30 **5. MANAGER REPORT** –

31 **a. Personnel** – The District’s new AmeriCorps member, Colin Clarq, will begin the new term in Oct.
32 2020. The MRI Salary Study results have been delayed until Aug. in order for the consultant to obtain
33 further data encompassing the Northeast. Interviews will begin for the new Transfer Station II Operator.

34 **b. Health & Safety** – The District experienced a lightning strike that disabled two phone extensions;
35 both will be repaired/replaced shortly. Also, Health Equity, the current provider of the District’s HRA
36 plan, has terminated their business partnership with BCBS/VT. The District will have to compare HRA
37 providers to begin coverage on 1/1/2020.
38

39 **6. FINANCIAL REPORTS** –

40 **a. May 2020 Financial Report** – PJ presented the May 2019 Financials, with a net gain of \$46,173.
41 May tonnage of 2,124 was close to the 2,216 tons in May 2019. Total YTD tonnage is down by 343
42 tons. As the Transfer Station reopened to residential traffic, transactions rose to 4,526 in May.

43 **b. May 2020 Single Stream Recycling Report** – PJ reported that the processing fee had dropped to
44 \$102/ton, resulting in a YTD net loss of (\$8,177) in single stream recycling.

45 **c. Backhoe Delivery Delayed** – Because of a Beaugard factory shutdown due to COVID-19, the
46 delivery of the District’s new Backhoe has been delayed until mid-Aug. The current backhoe has broken
47 down, so Beaugard sent us a Case loaner on 7/2 until repairs can be made. The mechanic that was to
48 repair our backhoe has also been delayed due to COVID-19.

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

50 **e. School Diversion Grant Applications** – None received.
51

52 **7. NEW BUSINESS** –

53 **a. COVID-19 and Legislative Updates** – TK: S.349 passed with the \$200,000 in COVID-19 funds
54 requested by the solid waste districts. Next step - wait for instructions on what expenses, through

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12/31/2020, are eligible and how to apply for reimbursement. SW districts are dealing with hazard pay. TK would like to discuss this issue, also w/ regard to exempt employees' hours. TK was asked to bring some ideas to the E.Bd in Aug. TK reported that the reopening of the Transfer Station to residential traffic has gone well - very busy this month.

b. Food Scrap Ban kicked in on July 1 – A statewide landfill ban on all food scraps took effect on 7/1/2020. Despite years of public outreach, many waited until the last minute to order composters, green buckets, kitchen collectors, Green Cones, etc. We are approaching our third order for these items that are distributed as soon as they arrive. Phones have been very busy, as staff assisted residents and businesses with how to begin diverting their food scraps. Some confusion has ensued re: those haulers who will not offer food scrap collection services to residential customers and condo complexes. We have provided options to residents whose haulers do not offer the service, and ANR is assisting with hauler issues.

c. Draft 2020 SWIP submitted to ANR for approval – TK: We submitted the draft 2020 SWIP to ANR by the July 1st deadline. The draft must be approved by ANR prior to public hearings and adoption by the BOS. For now, TK inserted a copy of the ACRPC letter approving the 2015 SWIP, and a copy of the solid waste section (which needs updating) of the Regional Plan. TK also added the two anaerobic digesters and the Salisbury Town Drop-off and closed landfill (post-closure monitoring cert.) to the SWIP. After ANR approves the draft, we will distribute copies to the BOS and the ACRPC and hold the public hearing.

d. 2020 SWIP Report, 2019 Green Up Day Report – The 2020 SWIP Report (using 2019 data) was also submitted by the July 1st deadline. The Report summarizes how District staff met the SWIP goals for the final year of the 5-year SWIP. E.Bd members praised staff for the impressive volume of outreach they provided to schools, residents and businesses in 2019. We were not required to provide a diversion rate this year. The District achieved a 2.06 lbs/person/day disposal rate, a record low for us.

e. Bennington County Solid Waste Alliance Purchase of extra 30-cu. yd, open-top roll-off for asphalt shingles – DM reported that the Town of Bennington will be purchasing the roll-off on behalf of the BCSWA in August. DM has lined up a hauler to deliver the roll-off to them.

f. Update on Regional Drop-off Siting Process – The Chair reported on a recent site visit to Locations 1-5 in New Haven with DM, TK, GH and Peter Norris, the owner. TK showed the parcels of interest, which are zoned commercial and have septic and 3-phase power. She will have Weston & Sampson assist in reviewing the site and preliminary design. SH emphasized the need to ensure adequate queuing area for vehicles. DM and GH visited Location 7 on the map, but do not recommend it due to a dangerous intersection there, and the parcel's residential zone designation.

g. Addendum to Agenda – Approve HHW Transportation & Disposal Contract with ENPRO - DM worked with ENPRO on a new HHW Contract for FY2020-21. ENPRO is now a U.S. Ecology company. The Contract is pretty much the same as the last, with an updated Disposal Price Sheet.

Motion #3: DG moved to approve the renewal of the ENPRO HHW contract with clarification of actual entity name. TW seconded the motion.

VOTE: Yes – 5 (SH, RR, DG, CB, TW). No – 0. Abstain – 0.

8. EXECUTIVE SESSION – Not necessary.

9. AGENDA ITEMS FOR JULY 16, 2020 BOS MEETING –

Motion #4: TW moved to cancel the July 16th BOS meeting due to lack of business. RR seconded the motion.

VOTE: Yes – 5 (SH, RR, DG, CB, TW). No – 0. Abstain – 0.

10. OTHER BUSINESS – None.

11. APPROVAL OF PAYMENTS – The signed lists of payments were approved.

12. ADJOURN –

Motion #5: RR moved to adjourn the meeting at 5:03 PM. TW seconded the motion.

VOTE: Yes – 5 (SH, RR, DG, CB, TW). No – 0. Abstain – 0.

I agree that this is an original of the July 8, 2020 minutes that were considered and approved by the E.Bd at its meeting of _____.

Teresa A. Kuczynski, District Clerk