

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

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

6 **February 9, 2022 4:30 PM**

7 **ACSWMD Office Conference Room**

8 **1223 Rt. 7 South, Middlebury, VT 05753**

9 **AND Virtual Meeting on ZOOM**

10
11 **1. CALL TO ORDER** – Tim Wickland (TW), Board of Supervisors (BOS) Chair, called the meeting
12 of the Executive Board (E.Bd) to order at 4:32 PM. Other E.Bd members present on Zoom: Bill Munoff
13 (BM), David Olson (DO), Andrew Hooper (AH), Deborah Gaynor (DG), and Cheryl Brinkman (CB).
14 Staff present: Teri Kuczynski (TK), District Manager; Patti Johnson (PJ), Business Manager; and Don
15 Maglienti, Program Manager (DM).

16
17 **2. APPROVE THE AGENDA –**

18 **Motion #1: CB moved to approve the agenda. AH seconded the motion.**

19 **VOTE: Yes – 6 (BM, DO, AH, DG, CB, TW). No – 0. Abstain – 0.**

20
21 **3. APPROVE MINUTES OF JANUARY 12, 2022 MEETING –**

22 **Motion #2: DO moved to approve the minutes of January 12, 2022. BM seconded the**
23 **motion.**

24 Discussion- DG asked that on p. 1, Line 35, the acronym “SPCC” should be spelled out for
25 clarification. (SPCC stands for Spill Prevention, Control, & Countermeasure.)

26 **VOTE: Yes – 6 (BM, DO, AH, 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** – N/A

32 **b. Health & Safety** – TK reported that the Transfer Station had a minor accident while backing up
33 an MBI transfer trailer, causing damage that we reported to Casella and will be invoiced for repair.
34 TK also updated the E.Bd on an ongoing dispute with Casella over the District being billed for wear
35 & tear damage to MBI trailers. TK has authored a letter to Casella, along with a video taken by
36 Gary Hobbs, Transfer Station Supervisor, showing a load of C&D from Casella roll-off, containing
37 many heavy items capable of causing damage to the trailers, including large metal posts encased in
38 wood. Other than picking out prohibited materials and scrap metal, the District Operators cannot
39 prevent heavy and jagged C&D items from causing normal wear & tear damage to the trailers. Staff
40 is compacting less, trying to be more careful, e.g., trying to put softer items on the bottom of the
41 trailer, but that will not prevent damage to the sides of the trailers. Staff is taking photos of the
42 empty MBI trailers prior to filling them. PJ reported that we are ordering more security cameras for
43 inside the tipping building, which will be eligible for a VLCT PACIF grant of 100% this year.

44
45 **6. FINANCIAL REPORTS –**

46 **a. December 2021 Financial Report** – PJ presented the pre-audit December 2021 Financials. The
47 2021 Annual Financial Audit is currently in progress, and the numbers presented will change based
48 on year-end adjustments. December 2021 Financials show a net gain of \$106,576. December 2021
49 tonnage of 1,817 was higher than the 2020 total of 1,611. Final YE2021 tonnage of 22,847 is 650
50 tons higher than YE2020 tonnage. The December 2021 transactions total of 4,125 was 569 less than
51 December 2020. YE Transactions totaled 62,748, slightly higher than 2020 YE total of 61,647. In
52 2021, we disposed of 307.78 tons of tires v. 308.56 total tons in 2020. YE 2021 food scrap totals were
53 553.46 ton, far higher than the 282.34 YE2020 tonnage. AH suggested moving the final YE net gain to
54 the Capital Reserve Fund, where it is needed. TK added that the BOS has taken that action in past

55 years, usually after the financial audit has been completed and the BOS knows the final numbers for
56 the year.

57 **b. December 2021 Single Stream Recycling Report** – Single Stream recyclables collected at the
58 Transfer Station totaled 4,595 tons. The Single Stream recycling processing fee averaged \$53.03/ton
59 for 2021, resulting in a YTD net gain of \$248,868, not including overhead expenses.

60 **c. New Transfer Station Security Cameras, VLCT PACIF Grant** – PJ and Gary met with our
61 security system provider, Summit, to discuss installing some news cameras around the Transfer
62 Station yard, to provide additional site coverage and also to allow for better observation in the Tip
63 building of C&D loads. A portion of the cost is already in the budget for 2022 and anticipate
64 assistance from VLCT PACIF loan to help covers expenses.

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

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

67
68 **7. NEW BUSINESS –**

69 **a. Quotes – Food Waste Roll-off Container Purchase** – DM summarized the recent quotes received
70 for the purchase of a 15-cu.yd environmental container with a rolling gasketed lid for food scrap
71 collection at the District Transfer Station. This purchase would replace the 15-cu.yd container
72 currently in use and rented monthly from Casella. Three quotes were obtained, all below the budget
73 of \$15,000. The staff recommendation is to purchase the container through Northeast Industrial
74 Mfg., Inc., for a total purchase price, with delivery included, of \$14,624. Staff favors this option
75 since this is the company that originally manufactured the current container in use, and the new one
76 would be custom-built to match. Although the least costly quote was \$879 less than the staff
77 recommendation, the specifications for that container were slightly less durable and the volume
78 slightly larger than what we are seeking. CB commended DM for the conclusion of this search. DM
79 added that Gary Hobbs was instrumental in narrowing down the search to obtain quotes.

80 **Motion #3: CB moved to recommend to the full BOS the purchase of the 15-cu.yd Food**
81 **Waste Roll-off Container per staff recommendation. DG seconded the motion.**

82 **VOTE: Yes – 6 (BM, DO, AH, DG, CB, TW). No – 0. Abstain – 0.**

83
84 **b. H.115 Letter to Chair, House Natural Resources, Fish & Wildlife Committee** – TK shared the
85 letter she wrote to Rep. Amy Sheldon, Chair of the Natural Resources, Fish & Wildlife Committee on
86 1/26/2022 regarding District support for H.115, “An Act Relating to Household Products Containing
87 Hazardous Substances.” H.115 is an extended producer responsibility (EPR) bill requiring
88 manufacturers to assist in funding the disposal of the hazardous products they distribute in VT. The
89 District spends approximately \$200,000 per year to collect and manage this material at the HazWaste
90 Center, yet the grant funds received from the VT Agency of Natural Resources Solid Waste
91 Management Assistance Fund barely covers 20% of our hazardous waste program costs. The District is
92 also about to run out of pesticides grant funds from the Agency of Agriculture. All of the solid waste
93 planning entities in VT are experiencing large hikes in the set-up and disposal fees from the hazardous
94 waste service providers. Republic’s recent acquisition of U.S. Ecology, our vendor for collection of
95 hazardous waste and for the PaintCare program, will have an unknown effect on prices in VT. DG
96 suggested inviting Rep. Sheldon to a tour of the Transfer Station and HazWaste Center.

97 **c. Remote Indicator Displays for Vehicle Scales – Fairbanks Purchase** – Due to a new VT
98 Weights & Measures mandate to provide digital displays showing weights before and after weighing
99 on all truck scales, we worked with our current scale vendor, Fairbanks, to provide a design and cost
100 estimate for the additional equipment required. Installation, which is mandated by 1/1/2023, should be
101 completed in Spring 2022. The first weight display will be in combination with the traffic light, and the
102 second display will be visible in the scalehouse window.

103 **d. Update on Purchase & Sale Agreement, Site Investigations, Due Diligence Period – New**
104 **Haven** – Weston & Sampson has been conducting site investigations and working with the seller to
105 resolve any permit issues. Shane Mullen, P.E. and I met informally with the New Haven Development
106 Review Board last Monday. It was a helpful discussion, with concerns regarding traffic and viewshed
107 expressed. The Contingency Period of the Purchase & Sale Agreement will end on April 3, when the
108 District has to make determinations of whether the due diligence investigations provide adequate and
109 satisfactory results. The E.Bd does not meet in April until the 6th, with the full BOS holding its annual

110 organizational meeting on April 14th, which would be too late. The E.Bd could hold a second meeting
111 with Mark Sperry, Esq. and Shane Mullen, P.E. on March 28, at 4:30 p.m. to review the project.

112 **Motion #4: DG moved to schedule a special E.Bd meeting on Monday, March 28 at 4:30**
113 **p.m. CB seconded the motion.**

114 **VOTE: Yes – 6 (BM, DO, AH, DG, CB, TW). No – 0. Abstain – 0.**

115
116 e. **2022 SWIP Report Guidance – new VT Biosolids Beneficial Reuse Fact Sheet** – TK reported
117 that the new ANR Guidance for the 2022 SWIP Report (using CY2021 data) is manageable, with no
118 major changes. ANR did create a new Biosolids Beneficial Reuse Fact Sheet.

119
120 **8. EXECUTIVE SESSION** – None.

121
122 **9. AGENDA ITEMS FOR FEBRUARY 17, 2022 BOS MEETING** – Food Waste Roll-off Container
123 Purchase; Purchase of Food Scrap Toter Washer; H.115; Fairbanks Remote Indicator Displays; Update on
124 P&S Agreement; 2022 SWIP Report Guidance and Biosolids Beneficial Reuse Fact Sheet.

125
126 **10. OTHER BUSINESS** – TK asked the E.Bd if they would like to change E.Bd and BOS meetings to
127 virtual only, now allowed. S.222, signed by the Governor on Jan. 18, 2022, is in effect through Jan. 15,
128 2023. Section 2 – “Open Meeting Law; Temporary Suspension of Designated Physical Meeting Location
129 Requirements” is due to the spread of COVID-19 in VT. It allows public bodies to hold virtual-only
130 meetings without having to designate a physical meeting location, and without staff having to be
131 physically present at a designated meeting location. The BOS might wish to discuss this option going
132 forward.

133
134 **11. APPROVAL OF PAYMENTS** – The list of payments, signed by the Chair, were approved.

135
136 **12. ADJOURN** –

137 **Motion #5: BM moved to adjourn the meeting at 5:51 p.m. DO seconded the motion.**

138 **VOTE: Yes – 6 (BM, DO, AH, DG, CB, TW). No – 0. Abstain – 0.**

139
140 *I agree that this is an original of the February 9, 2022 minutes that were considered and approved by the*
141 *E.Bd at its meeting of _____.*

142
143
144 _____
Teresa A. Kuczynski, District Clerk