

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 **July 12, 2023, 4:30 PM**

7 **Office Conference Room, 1223 Rt. 7 South, Middlebury, VT 05753**
8 **And Virtual Meeting on ZOOM**
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- 10 **1. CALL TO ORDER** – Tim Wickland (TW), Board of Supervisors (BOS) Chair, called the meeting
11 of the Executive Board (E.Bd) to order at 4:30 PM. Other E.Bd members present on Zoom: Bill Munoff
12 (BM), Deb Gaynor (DG), David Olson (DO) and Cheryl Brinkman (CB). Present in person: Diane Mott
13 (DM). Staff present: Teri Kuczynski (TK), District Manager; Patti Johnson (PJ), Business Manager; Don
14 Maglienti (Don), Program Manager.
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- 16 **2. APPROVE THE AGENDA** –
17 **Motion #1: DO moved to approve the agenda. BM seconded the motion.**
18 **VOTE: Yes – 4 (BM, DO, DM, TW). No – 0. Abstain – 0.**
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- 20 **3. APPROVE MINUTES OF JUNE 7, 2023, MEETING** –
21 **Motion #2: DO moved to approve the minutes of May 10, 2023. BM seconded the motion.**
22 **VOTE: Yes – 5 (BM, DO, DM, DG, CB). No – 0. Abstain – 1 (TW).**
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- 24 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.
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- 26 **5. MANAGER REPORT** –
27 **a. Personnel** – N/A
28 **b. Health & Safety** – The District Transfer Station was able to remain open this week, despite the
29 temporary closure of Coventry Landfill due to road flooding. The challenge was how to stockpile the
30 C&D while prioritizing trailer capacity for the MSW. Dennis Fekert at the Agency of Natural
31 Resources (ANR) gave us permission to stockpile on the tip floor, as MBI’s trailers were at the
32 landfill, disrupting hauling service. Two of our recycling trailers were stuck at the Rutland MRF, but
33 we had the new trailer to hook up to the compactor. Hauls have now resumed, and we have caught
34 up with moving our stockpiled C&D and recyclables. We have offered our services to collect HHW
35 and bring it back to our HazWaste Center for towns that need the help. We are also a state collection
36 site for E-Waste and paint, and an emergency staging site for clean wood and brush. Costs are
37 eligible for FEMA reimbursement as long as we keep detailed records of supplies, labor, disposal.
38 **c. Legislative Update** – Exciting news: Gov. Scott signed H.67, Vermont’s first EPR for HHW
39 law! Manufacturers of HHW will have to register and form a Producer Responsibility Org. (PRO) to
40 submit a plan to ANR in 2025. Feb. 2026 is the target date for the start-up of the program. Mfgs. will
41 cover certain expenses such as set-up fees, supplies, transport, and some labor. More details to
42 follow. As for H.148, the Bottle Bill expansion, the Gov. vetoed the bill. The Legislature will have
43 to vote to override the veto in the next session if the bill is to survive.
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- 45 **6. FINANCIAL REPORTS** –
46 **a. May 2023 Financial Report** – PJ presented the May Financials showing a net gain of \$3,232.
47 May 2023 tonnage of 2,208 was 290 tons below May 2022. YTD tonnage was 119 tons lower than
48 YTD2022. The total of 6,465 transactions in May 2023 was 599 higher than in 2022, and YTD2023
49 transactions of 23,954 were 2,872 higher than YTD 2022. The 375 tons of single stream recyclables
50 received at the Transfer Station in May 2023 were 24 tons higher than May 2022. The 1,749 YTD
51 tons were 29 tons higher than YTD2022. In May, 38 tons of tires were hauled, and YTD2023, the
52 130 tons collected were 15 tons lower than YTD2022. 9.07 tons of Food Scraps were hauled from
53 the Transfer Station in May. YTD2023 tons were 2.65 tons higher than YTD2022.
54 **b. May 2023 Single Stream Recycling Report** – In May, the Transfer Station delivered 417.77 tons
55 to the Materials Recovery Facility (MRF) @ \$140/ton processing fee. With other transport costs

(hauling, trailer delivery fees, fuel surcharge fees), YTD total net loss for single stream recycling was (\$67,911).

c. National Bank of Middlebury Collateralization – PJ discussed the transfer of the District’s GF balance to a new product offered by NBM yielding higher interest rates and increased FDIC protection for the balances.

d. Pesticides Grant Award Approved – Don confirmed that the anticipated Pesticides Grant Award of \$7,006 was awarded by the Agency of Agriculture (AAFV) for fiscal year 2023-2024.

e. Comparison of Districts/Alliances’ Fees and Surcharges, June 2023 – TK prepared a chart comparing our District Fee with other districts/alliances in the Vt. Solid Waste District Mgrs. Association (VSWDMA). Some entities charge a surcharge (fee) only on disposal; some use a combination of surcharge and per capita assessment; others rely on per capita only. The formula converts the per capita into equivalent tonnage in order to compare it with District surcharges. Some total disposal tip fees exceed the District’s. Some charge an annual fee or sticker fee. Others, such as our District, charge a small admin. fee at the gate. There are too many variations in bag fees to compare.

f. Municipal Diversion Grant Applications – N/A

g. School Diversion Grant Applications – N/A

7. NEW BUSINESS –

a. 2023 Waste Diversion Report – Don outlined staff’s recent efforts to complete the District’s SWIP Implementation Report, which was due on July 1, as well as the calculation of the District’s waste diversion percentage, which staff completes every other year despite no longer being required by ANR. District staff, primarily Emily Johnston, Public Outreach Coordinator, and Gabriella Stevens, AmeriCorps member, contacted hundreds of area businesses over the past several months to gather waste diversion information covering a large variety of material types to calculate the diversion rate. The District’s diversion rate is currently at 54%, four points below the previous diversion rate of 58% but still exceeding the 50% goal established by Act 148 in 2012. Since the rate is based off waste tonnages from the previous calendar year, we are comparing waste generation and diversion efforts from CY2022 for the 54% rate, and CY2020 for the 58% rate. One major reason for the lower rate this year is the increase in MSW tonnage by more than 1,800 tons over CY2020. Since CY2020 was the first year of the pandemic, we can assume that waste tonnages were lower due to reduced economic activity. The District’s CY2012 per capita disposal rate was also higher at 2.03 lbs. per capita v. the 1.82 lbs. per capita rate in CY2020.

b. Recommendation to Issue Request for Proposals for Single Stream Transport & Recycling for CY2024 – TK recommended searching for alternatives for single stream transport and recycling when the current contract with Casella expires on Dec. 31st. The E.Bd had no objection to this RFP.

c. New Haven Regional Residential Transfer Station

– **Update on Phase 1 Construction** – Despite weather delays, Champlain Construction is onsite to begin Phase 1 construction. The goal is to finish the project by Oct. 30th, prior to the asphalt plants closing for winter.

– **Proposed Timeline for Phase 2 and Phase 3** – TK proposed postponing Phase 2 to CY2025 in order to give a hauler a full year of servicing the site in CY2024, beginning after Phase 1 construction is complete. The District will continue final design and procurement of funds for Phase 2 and Phase 3.

8. EXECUTIVE SESSION– N/A

9. AGENDA ITEMS FOR JULY 12, 2023 BOARD OF SUPERVISORS MEETING – Pesticides Grant, Diversion Report, Green Up Day Report, New Haven Transfer Station update.

10. OTHER BUSINESS – DG received a request to consider a workshop re: mercury lamps, ballasts, LEDs, etc. Don will call them to discuss further. CB reminded the E.Bd that the Energy Fair will be taking place in Vergennes this Saturday, July 15, at 10 a.m. – 3 p.m. on the City Green in downtown Vergennes. District staff will have a booth at the Fair and provide recycling X-frames to the City.

11. APPROVAL OF PAYMENTS –

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Motion #3: BM moved that the E.Bd approve the payments for the month of May as approved by Tim Wickland. DG seconded the motion.

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

12. ADJOURN –

Motion #4: BM moved to adjourn the meeting at 6:23 PM. DO seconded the motion.

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

I agree that this is an original of the July 12, 2023 minutes that were considered and approved by the E.Bd at its meeting of _____.

Teresa A. Kuczynski, District Clerk