

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 MEETING MINUTES**

6 **September 7, 2022, 4:30 PM**

7 **Virtual Meeting on ZOOM**

8
9 **1. CALL TO ORDER** – Tim Wickland (TW), Board of Supervisors (BOS) Chair, called the meeting
10 of the Executive Board (E. Bd) to order at 4:30 PM. Other E. Bd members present on Zoom: Deb Gaynor
11 (DG), David Olson (DO), Cheryl Brinkman (CB) and Bill Munoff (BM). Staff present: Teri Kuczynski
12 (TK), District Manager; Patti Johnson (PJ), Business Manager; Don Maglienti (DM), Program Manager.
13 Guest: Mark Sperry, Esq, District Legal Counsel.

14
15 **2. APPROVE THE AGENDA –**

16 **Motion #1: BM moved to approve the agenda as amended. DO seconded the motion.**

17 **VOTE: Yes – 4 (DO, BM, TW, CB). No – 0. Abstain – 0.**

18
19 **3. APPROVE MINUTES OF AUGUST 10, 2022, MEETING –**

20 **Motion #2: CB moved to approve the minutes of August 10, 2022. BM seconded the**
21 **motion.**

22 **VOTE: Yes – 4 (DO, BM, TW, CB). No – 0. Abstain – 0.**

23
24 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.

25
26 **5. MANAGER REPORT –**

27 **a. Personnel** – TK reminded the E.Bd that the 3rd year of her District Manager contract ends on
28 12/31/2022. The contract provides for the BOS to notify the District Manager at the end of
29 September of whether to renew the contract. The E.Bd asked TK to draft a renewed contract to
30 bring to the next E.Bd meeting for their review in October.

31 **b. Health & Safety – General** - TK reviewed the Waste Today ranking of the largest haulers in
32 North America with respect to the largest revenues in 2021. Casella Waste Mgmt. is now in the top
33 10. TK informed the E.Bd that the Blackrock Real Assets fund has purchased Vanguard
34 Renewables, including the local anaerobic digester in Salisbury. The District will be hosting the
35 Annual Compost Association of Vermont (CAV) meeting here in October after their tour of the
36 Vanguard A/D. CAV is also interested in touring the food management area in our Transfer Station.
37 DM mentioned that a loss control officer from VLCT visited the Transfer Station, at our request, to
38 go over the eye wash stations we currently have at the station. Changes in regulations from
39 OSHA/VOSHA may make it necessary for us to upgrade current units to stay in compliance.

40
41 **6. FINANCIAL REPORTS –**

42 **a. July 2022 Financial Report** – PJ presented the July Financials showing a \$13,196 net gain in
43 the General Fund (GF). The July MSW/C&D tonnage of 2,006 tons was 378 tons lower than July
44 2021, and YTD tonnage of 13,452 tons was 485 tons higher than YTD 2021. July 2022 transactions
45 were 5,470, and YTD transactions of 32,521 were 3,329 lower than YTD 2021. As for tires, 42 tons
46 of tires were disposed of in July, and YTD 254 tons was 101 tons higher than YTD 2021. Food
47 waste was not hauled in July. The Transfer Station received 356 tons of Single Stream Recyclables
48 in July, with 2,456 tons YTD.

49 **b. July 2022 Single Stream Recycling Report** – The Transfer Station delivered 364.19 tons to
50 the Materials Recovery Facility (MRF) in July. The July processing fee was \$63/ton, up from
51 \$57/ton last month. PJ added a line for “fuel surcharge fees” that are now being charged due to the
52 high increase in diesel prices, which totaled \$2,190 YTD as of July. YTD net gain was \$41,690.69.

53 **c. Municipal Diversion Grant Applications** – N/A

54 **d. School Diversion Grant Applications** – N/A

- 56 7. **NEW BUSINESS –**
57 **a. Preliminary estimates and questions on Draft 2023 Annual Budget –** TK requested input from
58 the E.Bd on several issues in the upcoming 2023 annual budget, including rate increases and COLA for
59 staff. The first draft 2023 annual budget will be presented to the E.Bd at its Oct 12th meeting. The full
60 BOS will have to adopt the draft budget at its Oct. 20th meeting in order to include it in the 2022
61 Annual Report that has to be sent out to the member municipalities by Nov. 1.
62 **b. Update on Purchase & Sale Agreement, Design & Permitting – New Haven –** TK reported that
63 the New Haven Development Review Board granted the application for conditional use for the
64 ACSWMD Regional Residential Solid Waste Transfer Facility on 8/1/2022, and the appeal period
65 ended 30 days after 8/1/2022. The Full Certification Application for a solid waste permit from the
66 Agency of Natural Resources (ANR) was submitted on 8/24/2022. ANR reps will be visiting the site in
67 the next few weeks.

- 68
69 8. **EXECUTIVE SESSION – For the purpose of meeting with Mark Sperry, Esq. re: confidential**
70 **attorney-client communications made for the purpose of providing legal services to the body.**
71

72 **Motion #3: CB moved to go into Executive Session at 5:12 PM for the purpose of**
73 **meeting with Mark Sperry, Esq. re: confidential attorney-client communications made for**
74 **the purpose of providing legal services to the body.**

75 **VOTE: Yes – 5 (DO, BM, TW, CB, DG). No – 0. Abstain – 0.**
76

77 The E.Bd. exited Executive Session at 6:03 PM.
78

- 79 9. **AGENDA ITEMS FOR SEPTEMBER 15, 2022, BOS MEETING AND RETREAT –**
80 Overview of current events affecting the New Haven Purchase & Sale Agreement in Executive Session,
81 program report on events such as ACF&FD, Discussion of Permit applications, update on COVID,
82 recognition of TK for her 20 years of service to the District.
83

- 84 10. **OTHER BUSINESS – N/A**
85

- 86 11. **APPROVAL OF PAYMENTS –** Payments were approved at last month's meeting.
87

- 88 12. **ADJOURN –**

89 **Motion #4: BM moved to adjourn the meeting at 6:15 PM. CB seconded the motion.**

90 **VOTE: Yes – 5 (DO, BM, TW, CB, DG). No – 0. Abstain – 0.**
91
92

93 *I agree that this is an original of the September 7, 2022 minutes that were considered and approved by*
94 *the E. Bd at its meeting of _____.*
95
96

97 _____
Teresa A. Kuczynski, District Clerk