

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. 339
Thursday, April 11, 2024, 7:00 PM
District Conference Room, 1223 Rte. 7S, Middlebury, VT 05753
and Virtual Meeting on Zoom**

1. OPEN MEETING – ROLL CALL & INTRODUCTIONS – The Board of Supervisors (BOS) annual organizational meeting was called to order by Tim Wickland, Chair at 7:00 PM on April 11, 2024. The Chair welcomed the new Supervisor, Rhonda Williams (Waltham) and the new Alternate, Randy Trombly (Lincoln). The Chair also welcomed back the returning BOS members. Present:

Town	Vote	Supervisor/Alternate	Town	Vote	Supervisor/Alternate
<i>Addison</i>	1	Bill Munoff	<i>Orwell</i>	1	Bill Goddard
<i>Bridport</i>	1	Ed Payne	<i>Panton</i>	1	Paul Sokal
<i>Bristol</i>	2		<i>Ripton</i>	1	Jay Harrington
<i>Cornwall</i>	1	Jean Raymond	<i>Salisbury</i>	1	
<i>Ferrisburgh</i>	2	David Olson	<i>Shoreham</i>	1	
<i>Goshen</i>	1	Annina Seiler	<i>Starksboro</i>	1	
<i>Leicester</i>	1	Richard Reed	<i>Vergennes</i>	2	Cheryl Brinkman (in person)
<i>Lincoln</i>	1	Bill Finger/Randy Trombly (in person)	<i>Waltham</i>	1	Rhonda Williams
<i>Middlebury</i>	4	Diane Mott (in person)	<i>Weybridge</i>	1	Tim Wickland
<i>Monkton</i>	1	Deborah Gaynor	<i>Whiting</i>	1	
<i>New Haven</i>	1	Patrick Palmer (in person)			
<i>Staff:</i>		Teresa Kuczynski (TK), District Mgr.; Emily Johnston (EJ), Program Coordinator; Shelly Edson (SE), Admin. Asst./Interim Business Mgr.; Don Maglienti (DM), Program Manager	<i>Guests:</i>		

2. APPROVE THE AGENDA –

Motion #1: R.Reed moved to approve the agenda. D.Mott seconded the motion.

VOTE on Motion #1: Yes – 21 (Addison, Bridport, Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Vergennes (2), Waltham, Weybridge). No – 0. Abstain – 0.

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

4. MEMBER COMMUNICATIONS – N/A

5. APPROVAL OF MINUTES FROM MEETING NO. 338 –

Motion #2: C.Brinkman moved to approve the minutes of meeting No. 338. D.Gaynor seconded the motion.

VOTE on Motion #2: Yes –21 (Addison, Bridport, Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Vergennes (2), Waltham, Weybridge). No – 0. Abstain – 0.

6. Nominations and Election of Officers, Executive Board Members for 2024-2025. Appointment of Treasurer & Clerk –

1 **Election of Chair** – The Chair reported that the Nominating Committee received one nomination for Cheryl
2 Brinkman (Vergennes) and one for Bill Munoff (Addison). T.Wickland has served three consecutive terms as
3 Chair and, according to the Charter, may not serve another consecutive term. Both C.Brinkman and B.Munoff
4 shared with the BOS their vision for the BOS mission in the coming year. The Chair asked for nominations
5 from the floor. None were offered. The Chair explained that in order to maintain voter confidentiality, those
6 BOS members who do not wish to vote by a show of hands may vote by sending confidential Chats to the Zoom
7 Chat Room sent to Shelly Edison. This method will allow Shelly to tally total votes as well as calculate
8 weighted votes. The results were: 16 BOS members voting (8 for Cheryl and 8 for Bill), with a weighted vote
9 outcome of 12 votes for Cheryl and 9 votes for Bill. Cheryl Brinkman was elected Chair.

10
11 The new Chair reported that B.Munoff has served three consecutive terms as Vice Chair and, according to the
12 Charter, may not serve another consecutive term. The Chair entertained nominations from the floor. Tim
13 Wickland (Weybridge) nominated himself as Vice Chair. There were no more nominations.

14 **Motion #3: D.Gaynor moved to elect Tim Wickland as Vice Chair. B.Munoff seconded the**
15 **motion.**

16 **VOTE on Motion #3: Yes –21 (Addison, Bridport, Cornwall, Ferrisburgh (2), Goshen,**
17 **Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton,**
18 **Vergennes (2), Waltham, Weybridge). No – 0. Abstain – 0.**

19
20 The Chair presented the slate for Executive Board (E.Bd) members. The new Chair, Vice Chair and Middlebury
21 member are automatically on the seven-member E.Bd. That leaves four members up for election. Bill Munoff,
22 Dave Olson, and Deb Gaynor are nominated, as well as one vacancy on the slate. The Chair asked for
23 nominations from the floor. With no nominations from the floor, the Chair called the question.

24 **Motion #4: R.Reed moved to accept the slate of Executive Board candidates as presented.**
25 **P.Palmer seconded the motion.**

26 **VOTE on Motion #2: Yes –21 (Addison, Bridport, Cornwall, Ferrisburgh (2), Goshen,**
27 **Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton,**
28 **Vergennes (2), Waltham, Weybridge). No – 0. Abstain – 0.**

29 The Chair stated that the BOS must now appoint a Clerk and Treasurer. Teri Kuczynski (District Manager) has
30 filled these two roles in the past.

31 **Motion #5: D.Mott moved to approve Teri Kuczynski as Clerk and Treasurer. P.Palmer**
32 **seconded the motion.**

33 **VOTE on Motion #2: Yes –21 (Addison, Bridport, Cornwall, Ferrisburgh (2), Goshen,**
34 **Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton,**
35 **Vergennes (2), Waltham, Weybridge). No – 0. Abstain – 0.**

36
37 **7. Board Member Roles, Conflict of Interest & Ethical Conduct Policy, Introduction by Chair –**

38 The Chair called attention to the BOS Member Roles and the BOS Conflict of Interest & Ethical Conduct
39 Policy. Both documents are in the BOS Manual, which each BOS member should have. If a BOS member does
40 not have a BOS Manual or has an outdated BOS Manual, please let the office know, and an updated version
41 will be provided.

42
43 **8. FINANCIAL REPORTS –**

44 **a. February 2024 Financial Report** – SE presented the February 2024 financials showing a net loss of
45 (\$47,365). The Feb. 2024 tonnage of 1,697 was 274 tons higher than Feb. 2023, and YTD2024 of 3,440
46 tons was 361 tons higher than YTD2023. The Feb. 2024 transactions of 4,008 were 781 higher than Feb.
47 2023, and YTD2024 transactions were 646 higher than YTD2023. The Feb 2024 single stream recyclables
48 total of 307 tons received was 10 tons less than Feb. 2023, and YTD2024 tons were 40 tons less than
49 YTD2023. In Feb 2024, 19 tons of tires were hauled, which is 8 tons more than Feb. 2023. YTD2024 tons
50 were 8 tons higher than YTD2023. In Feb. 2024, 9.33 tons of food waste were hauled to VNAP, which has
51 been our only haul in CY2024.

52 **February 2024 Recycling Report** – In February, the Transfer Station delivered 292 tons of single stream
53 recyclables to the Chittenden Solid Waste District (CSWD) Materials Recycling Facility (MRF) in
54 Williston. The District has a year-to-date net gain of \$11,613 in single stream recycling.

1 **b. Municipal Diversion Grant Applications – N/A**

2 **c. School Diversion Grant Applications – N/A**

3
4 **8. NEW BUSINESS:**

5 **a. Proposed Meeting Schedule and Location, 2024-2025** – The Chair noted a few corrections. August
6 15, 2024 - not Sept. 19, 2024 - should be highlighted as an optional meeting. The dates for the April BOS
7 meeting and April E.Bd meeting are incorrect. The annual organizational meeting is held on the second
8 Thursday of the month (April 10 in 2025), with the E.Bd meeting on April 2, 2025. The meetings are
9 hybrid, via Zoom and at the physical location of the ACSWMD offices, 1223 Rt. 7 So., Middlebury.

10 **Motion #6: T.Wickland moved to approve the meeting dates and locations with corrections for**
11 **April. P.Sokal seconded the motion.**

12 **VOTE on Motion #6: Yes –21 (Addison, Bridport, Cornwall, Ferrisburgh (2), Goshen,**
13 **Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton,**
14 **Vergennes (2), Waltham, Weybridge). No – 0. Abstain – 0.**

15
16 **b. District Legal Representation, 2024-2025**

17 **Motion #7: P.Palmer moved to approve the Legal Counsel. E.Payne seconded the motion.**

18 **VOTE on Motion #7: Yes –21 (Addison, Bridport, Cornwall, Ferrisburgh (2), Goshen,**
19 **Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton,**
20 **Vergennes (2), Waltham, Weybridge). No – 0. Abstain – 0.**

21
22 **c. Weston & Sampson ACSWMD New Haven Phase 2 & 3 Proposal for Architecture, Civil**

23 **Engineering, Design & Permitting Services** – TK reported that completion of Phase 1 construction in
24 New Haven is about to resume on Lot 6, with a goal toward opening a mobile regional residential transfer
25 station this summer. TK reviewed the proposal from Weston & Sampson for Architecture, Civil
26 Engineering, Design & Permitting Services that was presented to the E.Bd and recommended to the full
27 BOS. The proposal, for a not-to-exceed amount of \$235,700, will provide Phase 2 and Phase 3 final design
28 and Engineer's Estimate of Probable Costs of each phase. Environmental permitting has been completed for
29 Phases 1 and 2 on Lot 6. Phase 3 will include final design of the HazWaste Building on the Church Lot, as
30 well as site design & permitting. Along with one year of mobile operation of the drop-off on Lot 6, this
31 proposed scope of service will provide the information needed for the BOS to make decisions moving
32 forward.

33 **Motion #8: D.Gaynor moved to approve the Weston & Sampson Agreement. D.Mott seconded**
34 **the motion.**

35 **VOTE on Motion #8: Yes –18 (Addison, Cornwall, Ferrisburgh (2), Goshen, Leicester,**
36 **Middlebury (4), Monkton, Orwell, Panton, Ripton, Vergennes (2), Waltham, Weybridge).**
37 **No – 1 (Bridport). Abstain – 2 (Lincoln, New Haven).**

38
39 **9. DISTRICT MANAGER REPORT – S.254**, the VT Extended Producer Responsibility (EPR) law for
40 batteries, will expand the batteries that are covered under the current program to include rechargeable batteries
41 and batteries sold with products. S.254 was voted out by the Senate Natural Resources & Energy Committee
42 prior to cross-over week, is making its way through the legislative process, and has a good chance of passing.
43 The management of rechargeable batteries – lithium batteries, in particular – will assist the District with the
44 financial cost of what has become a rapidly expanding segment of VT's waste stream, and will assist in
45 protecting solid waste staff from dangerous fires and explosions in the management of lithium batteries. **VLCT**
46 **Webinar** – VLCT is offering a webinar on April 17th, 10-11:30 AM for Boards and Committees to brush up on
47 complying with VT's Open Meeting Law.

48
49 **10. PROGRAMS REPORT** – EJ discussed recent outreach completed such as visits with the Monkton
50 Central School, a classroom tour of the District with the Middlebury Union High School, a classroom lesson
51 with the Middlebury Union Middle School across all 7th grade science classes, an interview from a Weybridge
52 Elementary School student, and an upcoming visit at the Salisbury Community School. EJ recently worked with
53 events: She met with the Fair and Field Days board and the organizer of the Foodaroo Food Festival to discuss
54 x-frame loans and help plan waste collection at the events. She mentioned that ACSWMD, WSWMD, and

1 CSWD are joining together for an Earth Month EduSeries, geared toward K-6th grades. Additionally, the
2 District loaned x-frames to two events during the recent total solar eclipse. The towns of Monkton and
3 Middlebury utilized our X-frame loan program at their total solar eclipse events. The Ilsley Public Library and
4 the Lincoln Library are collecting solar eclipse glasses for a reuse program through Astronomers Without
5 Borders. The District's 6th iteration of the Repair Fair will happen on April 20th at the American Legion in
6 Middlebury. Roughly 67 participants have preregistered items for the event, and we have 33 total volunteers for
7 general and fixing. EJ will also participate in a talk about jumping worms later this month, hosted by the
8 Pollinator Pathways of Addison County. This talk is co-sponsored by the UVM Extension Master Gardener
9 Program and the Vermont Coverts: Woodlands for Wildlife.

10
11 DM provided an update on progress toward implementing Vermont's extended producer responsibility (EPR)
12 law for household hazardous waste (HHW). Act 58 was signed into law in 2023, and the District is assisting the
13 VT DEC Solid Waste Program with collecting data on "covered" products and anticipated cost savings for
14 HHW programs statewide. District staff completed a 36-day study on covered products this winter and may be
15 assisting with a second study later this spring or summer. DM also described another study that District staff
16 completed for the VT DEC and the National Center for Electronics Recycling (NCER) this past winter on
17 electronic waste (E-waste) recycling. NCER requested a sort of one full trailer of products covered by VT's E-
18 cycles Program. Staff sorted 52 cubic yard boxes of E-waste over a period of three months and separated almost
19 26,000 lbs. of E-waste into six different categories for the study. The District did receive some compensation
20 from NCER for the extra labor involved for the study. DM outlined trends for the last 10 years in HHW
21 participation, HHW tonnage, and E-waste tonnage. DM reminded the BOS that Green-Up Day will be on May
22 4, and that District staff (Chantel as County Coordinator) has been busy with organizing and distributing
23 supplies to all member towns.

24
25 **11. EXECUTIVE SESSION –N/A**

26
27 **12. OTHER BUSINESS – None.**

28
29 **13. ADJOURN –**

30 **Motion #9: B.Finger moved to adjourn the meeting at 8:22 PM. D.Mott seconded the motion.**

31 **VOTE on Motion #9: Yes –21 (Addison, Bridport, Cornwall, Ferrisburgh (2), Goshen,**
32 **Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton,**
33 **Vergennes (2), Waltham, Weybridge). No – 0. Abstain – 0.**

34
35
36 *I agree that this is an original of the April 11, 2024 minutes that were considered and approved by*
37 *the BOS at its meeting of _____.*

38
39 _____
40 *Teresa A. Kuczynski, District Clerk*