

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

**ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT
EXECUTIVE BOARD MEETING MINUTES
December 11, 2024, 4:30 PM
Office Conference Room, 1223 Rt. 7 South, Middlebury, VT 05753
And Virtual Meeting on ZOOM**

1. CALL TO ORDER – Cheryl Brinkman (CB), Board of Supervisors (BOS) Chair, called the meeting of the Executive Board (E.Bd) to order at 4:33 PM. Other E.Bd members present in person: Richard McKerr (RM). E.Bd members on Zoom: Tim Wickland (TW), Deb Gaynor (DG), Bill Munoff (BM), David Olson (DO), and Rhonda Williams (RW). Staff present: Teri Kuczynski (TK), District Mgr.; Don Maglienti (DM), Program Mgr.; Drew Pettis (DP), Business Mgr.

2. APPROVE THE AGENDA –

Motion #1: BM moved to approve the agenda. DO seconded the motion.

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

3. APPROVE MINUTES OF NOVEMBER 13, 2024 MEETING –

Motion #2: TW moved to approve the minutes of Nov. 13, 2024. BM seconded the motion.

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

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

5. MANAGER REPORTS –

a. Personnel – The employment ads for the Program Manager position have been distributed over several sites. Applications are coming in now, and interviews will begin in January.

b. Health & Safety – The VLCT PACIF Insurance rep. toured the Transfer Station and HazWaste Center to identify areas for improvement in preventing worker’s comp. claims. Their report is due this evening and will be addressed. We are still waiting for a report from the VT Agency of Natural Resources (ANR) on their inspection of our facilities.

c. General Updates – SWIP: The new VT Materials Management Plan (MMP) has been adopted. The District will have several months to rewrite our Solid Waste Implementation Plan (SWIP) to conform to the new MMP. The list of solid waste facilities in the SWIP will have to be updated. Emergency response requirements might include temporary sediment stockpiling sites identified in advance of flooding events. ANR Guidelines for that process will be forthcoming, which we will discuss with the ACRPC. **Commercial Hauler’s License:** Prior to Dec. 1, TK distributed the CY2025 Commercial Hauler’s License Application, including the Adopted CY2025 Rates, to waste haulers. The rate changes were also posted in the Addison Independent by Dec. 1. **Annual Report:** The Condensed Annual CY2024 Report was sent to the Town Clerks for inclusion in their annual reports.

6. FINANCIAL REPORTS –

a. October 2024 Financial Report – DP presented the October 2024 financials showing a net loss of (\$41,711) with a YTD2024 net gain of \$68,700 in the General Fund. The October 2024 MSW & C&D tonnage of 2,498 was 58 tons higher than October 2023, and the YTD2024’s 21,820 tons were 1,464 tons higher than YTD2023. The 6,474 transactions in October 2024 were 349 more than October 2023, and YTD2024 transactions of 56,201 were 539 more than YTD2023. The October 2024 single stream recyclables total of 375 tons received was 10 tons more than October 2023, and YTD2024’s 3,448 tons were 236 tons less than YTD2023. In October 2024, 41 tons of tires were hauled, and YTD2024’s 302 tons were 4 tons less than YTD2023. In October 2024, 8.50 tons of food waste was hauled to VNAP, and the 41.26 tons hauled YTD2024 were 1.01 tons less than YTD2023’s 42.27 tons.

b. October 2024 Single Stream Recycling Report – In October, the Transfer Station delivered 361.78 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD) Materials

55 Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$40,651, with revenues of
56 \$48,054, for a pre-OH net gain of \$7,403 and a YTD2024 pre-OH net gain of \$55,479.

57 **c. Municipal Diversion Grant Applications** – None received.

58 **d. School Diversion Grant Applications** – None received.

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60 **7. NEW BUSINESS**

61 **a. Update on New Haven Regional Residential Transfer Station** – TK reported that the warming
62 shed has arrived at the New Haven facility. The 100 Kings Way address has been added to Google
63 Maps. TK will confirm with Pete Norris that the Association is responsible for plowing Kings Way as
64 part of the easement “Common Expenses” that the Association maintains. Alternatives can be
65 considered, but permission to plow Kings Way would have to be in writing.

66 **b. Transportation & Disposal Services Agreement Signed, Tours of CWM transfer stations** –
67 DM reported on a recent tour of Casella Waste Mgmt. (CWM) transfer stations with Gary Hobbs.
68 After they visit a few facilities north of our District, staff will review the data in preparation for a
69 meeting with CWM and MBI reps. regarding MBI trailer damage claims.

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71 **8. EXECUTIVE SESSION** – None needed.

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73 **9. CANCEL DECEMBER 19, 2024 BOARD OF SUPERVISORS MEETING** –

74 **Motion #3: BM moved to cancel the 12/19/2024 BOS meeting. DO seconded the motion.**

75 **VOTE: Yes – 7 (BM, DO, RM, DG, CB, RW, TW). No – 0. Abstain – 0.**

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77 **10. OTHER BUSINESS** – None.

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79 **11. APPROVAL OF PAYMENTS** – Summary of Paid October 2024 Invoices –

80 **Motion #4: TW moved to accept the Chair’s approval of the October invoices. BM seconded**
81 **the motion.**

82 **VOTE: Yes – 7 (BM, DO, RM, DG, CB, RW, TW). No – 0. Abstain – 0.**

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84 **12. ADJOURN** –

85 **Motion #5: BM moved to adjourn the meeting at 5:05 p.m. TW seconded the motion.**

86 **VOTE: Yes – 7 (BM, DO, RM, DG, CB, RW, TW). No – 0. Abstain – 0.**

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90 *I agree that this is an original of the December 11, 2024 minutes that were considered and approved by*
91 *the E.Bd at its meeting of _____.*

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Teresa A. Kuczynski, District Clerk