

**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  
November 13, 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 in person: Diane Mott (DM) and Richard McKerr (RM), Middlebury Alternate. 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 (Don), Program Mgr.; Drew Pettis (DP), Business Mgr.; Emily Johnston (EJ), Public Outreach Coord; Shelly Edson (SE), Admin. Assistant; and Gary Hobbs (GH), Tr. St. Supervisor. Guests: Randall Dapron (RD), Casella Waste Systems (CWS).

**2. APPROVE THE AGENDA** – The Chair asked for any changes to the agenda and suggested that agenda Item 7(c) be moved up on the agenda so that RD could meet with the E.Bd sooner.

**Motion #1: TW moved to approve the agenda with a change to move the meeting with CWS to after agenda Item #3. DO seconded the motion.**

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

**3. APPROVE MINUTES OF OCTOBER 9, 2024 MEETING** –

**Motion #2: DM moved to approve the minutes of Oct. 9, 2024. DO seconded the motion.**

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

**7. c. Amendment to Casella Waste Management Agreement for Transportation & Disposal Services** – RD introduced himself as the Market Area Manager, Rutland Manchester Middlebury, for CWS. They are proposing a three-year amendment to the CWM Agreement for Transportation & Disposal Services. CWM subcontracts with MBI to haul trailers from the District Transfer Station to the CWM Landfill in Coventry. They are proposing \$80/ton for CY2025. TK explained that we are currently paying \$73.65/ton for transportation & disposal. We had drafted our budget using the Garbage CPI Index to estimate a 3.1% increase for CY2025. CWM is now asking for an 8.6% increase. RD explained that in their CY2025 budget, CWS received a 9.1% increase for disposal at Coventry Landfill and therefore needs to increase its hauling fees to compensate. All districts will see increases. As a related issue, TK and E.Bd members want more justification of CWM’s excessive charges to us for trailer damages that MBI claims are made by the District. TK reported that the annual totals range from \$35,000-\$50,000. The E.Bd asked that a meeting be convened with RD and MBI reps. to discuss this further, as more proof needs to be provided by MBI drivers. Discussion focused on operations, type of equipment, etc. GH described how we had tried using a small excavator that we rented when the backhoe was down, and it did not work very well. We have been using the backhoe to load and compact waste in trailers for over 25 years, and this claimed damage is inconsistent with our past results. The challenge is also in loading C&D in an aluminum trailer. We could use less compaction, but GH then questioned MBI’s ability to keep up with the daily number of trailers to be hauled to Coventry. RD suggested that District staff visit the Sunderland Transfer Station to see how they load trailers. GH offered to do so. RD agreed to meet with the E.Bd and MBI to discuss this further. The Chair thanked RD for meeting with the E.Bd.

**4. PUBLIC COMMENT PERIOD** – N/A

**5. MANAGER REPORTS**

**a. Personnel** – Hiring Ads for Program Manager will be out next week.

54 **b. Health & Safety** – ANR Inspection of HazWaste Center, Midd. Transfer Station: Don reported on  
55 a compliance inspection at the Transfer Station and HazWaste Center on 10/22/2024 by 3 staff from  
56 the Agency of Natural Resources (ANR). We are waiting to hear back from them on their findings.  
57 **c. General Updates** – Reports: The VT 2022 Diversion & Disposal Study; VT 2023 Waste  
58 Composition Study; SWANA CO2 Organics Report 2024; and ACSWMD 2024 Annual Report are  
59 available on the District’s website. If any BOS members have questions, we could answer them in the  
60 staff reports on the 11/21 meeting agenda.  
61

62 **6. FINANCIAL REPORTS –**

63 **a. September 2024 Financial Report** – DP presented the September 2024 financials showing a net  
64 gain of \$21,096 with a YTD2024 net gain of \$105,773 in the General Fund. The Sept. 2024 MSW &  
65 C&D tonnage of 2,229 was 17 tons higher than Sept. 2023, and the YTD2024’s 19,323 tons were  
66 1,207 tons higher than YTD2023. The 5,963 transactions in Sept. 2024 were 317 less than Sept. 2023,  
67 and YTD2024 transactions of 49,727 were 190 more than YTD2023. The Sept. 2024 single stream  
68 recyclables total of 318 tons received was 44 tons less than Sept. 2023, and YTD2024’s 3,073 tons  
69 were 246 tons less than YTD2023. In Sept. 2024, 40 tons of tires were hauled, and YTD2024’s 261  
70 tons were 15 tons more than YTD2023. In Sept. 2024, no food waste was hauled to VNAP, and the  
71 32.76 tons hauled YTD2024 were 9.51 tons less than YTD2023’s 42.27 tons.

72 **b. September 2024 Single Stream Recycling Report** – In Sept., the Transfer Station delivered  
73 330.20 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD) Materials  
74 Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$37,067, with revenues of  
75 \$41,037, for a pre-OH net gain of \$3,970 and a YTD2024 pre-OH net gain of \$48,076.

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

77 **d. School Diversion Grant Applications** – None received.  
78

79 **7. NEW BUSINESS**

80 **a. Addison County Sheriff’s Department Agreement – Illegal Burning & Disposal Ordinance**  
81 **Enforcement, CY2025** – TK reviewed the draft CY2025 Police Service Contract with the Addison  
82 County Sheriff’s Department. They proposed a \$50/hour rate per officer, a \$2/hour increase, for  
83 CY2025 and agreed to continue using the IRS Standard Mileage rate effective on 1/1/2025. The not-  
84 to-exceed \$5,000 contract total will remain as is. DG asked if the New Haven facility should be  
85 mentioned in the contract. TK agreed that it would be necessary once Phase 2 construction has been  
86 completed.

87 **Motion #3: TW moved to recommend to the full BOS to accept the ACSD contract.**

88 **VOTE: Yes – 7 (BM, DO, DM, DG, CB, RW, TW). No – 0. Abstain – 0.**  
89

90 **b. Update on New Haven Regional Residential Transfer Station** – The Chair reported that the  
91 Vergennes City Council decided to close their Canal Street Trash & Recycling Drop-off as of 4/1/2025  
92 due to upcoming DPW construction at the site. R&L Rubbish, the operators, will have the option of  
93 searching for another site. The ACSWMD Regional Residential Drop-off at 100 Kings Way in New  
94 Haven is now available on Fris, 7 a.m. – 2 p.m. and Sats, 7 a.m. – noon, with the option of adding  
95 Mon. and Wed. hours. A warming shed will be delivered to the site in the next few weeks.  
96

97 **8. EXECUTIVE SESSION – For the purpose of discussing a contract where premature general public**  
98 **knowledge would clearly place the public body or a person involved at a substantial disadvantage (1**  
99 **VSA §313).**

100 **Motion #4: TW moved to enter into Executive Session for the purpose stated. DG**  
101 **seconded the motion.**

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

103 The E.Bd entered into executive session at 5:36 p.m. and exited executive session at 5:54 p.m.

104 **Motion #5: TW moved to recommend to the full BOS to accept the CWM Agreement, and**  
105 **a Transfer Station MSW/C&D disposal rate increase to \$156/ton. DO seconded the motion.**

106 **VOTE: Yes – 7 (BM, DO, DM, DG, CB, RW, TW). No – 0. Abstain – 0.**  
107

108 **9. AGENDA ITEMS FOR NOVEMBER 21, 2024 BOS MEETING** – Public Hearing on the draft  
109 CY2025 Annual Budget, CWM Transportation & Disposal Agreement, ACSD Agreement, Updates.

110  
111 **10. OTHER BUSINESS** – N/A.

112  
113 **11. APPROVAL OF PAYMENTS** – Summary of Paid September 2024 Invoices –  
114 **Motion #6:** TW moved to accept the Chair’s approval of the September invoices. BM  
115 **seconded the motion.**

116 **VOTE:** Yes – 7 (BM, DO, DM, DG, CB, RW, TW). No – 0. Abstain – 0.  
117

118 **12. ADJOURN** –  
119 **Motion #7:** BM moved to adjourn the meeting at 5:56 p.m. TW seconded the motion.

120 **VOTE:** Yes – 7 (BM, DO, DM, DG, CB, RW, TW). No – 0. Abstain – 0.  
121

122  
123 *I agree that this is an original of the November 13, 2024 minutes that were considered and approved by*  
124 *the E.Bd at its meeting of \_\_\_\_\_.*

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*Teresa A. Kuczynski, District Clerk*