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. 307
Thursday, October 17, 2019, 7:00 PM
Addison County Regional Planning Commission Office Conference Room
14 Seminary Street, Middlebury, VT 05753

1. OPEN MEETING – ROLL CALL AND INTRODUCTIONS. The Board of Supervisors (BOS) meeting was called to order by Cheryl Brinkman, Chair at 7:00 PM on October 17, 2019, in the ACRPC Conference Room, 14 Seminary Street, Middlebury, VT. Present:

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<th>Town</th>
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<tr>
<td>Addison</td>
<td>1</td>
<td>Bill Munoff</td>
<td>New Haven</td>
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<td>Patrick Palmer</td>
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<td>Bridport</td>
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<td>Ed Payne</td>
<td>Orwell</td>
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<td>Karl Thomsen</td>
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<td>Bristol</td>
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<td>/ Valerie Capels</td>
<td>Panton</td>
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<td>Paul Sokal</td>
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<td>Cornwall</td>
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<td>Ripton</td>
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<td>Steve Zwicky</td>
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<td>Ferrisburgh</td>
<td>2</td>
<td>Steve Huffaker</td>
<td>Shoreham</td>
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<td>Randy Orvis</td>
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<td>Goshen</td>
<td>1</td>
<td>Diane Mott/Dave Sabatini</td>
<td>Starksboro</td>
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<td>Susan Reit de Salas</td>
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<td>Leicester</td>
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<td>Vergennes</td>
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<td>Cheryl Brinkman</td>
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<td>Lincoln</td>
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<td>Bill Finger</td>
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<td>Middlebury</td>
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<td>Eric Murray</td>
<td>Weybridge</td>
<td>1</td>
<td>Tim Wickland</td>
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<td>Monkton</td>
<td>1</td>
<td>Deborah Gaynor</td>
<td>Whiting</td>
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<td>Eric Zuesse</td>
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Staff: Teresa Kuczynski (TK), District Mgr.; Don Maglienti (DM), Program Mgr.; Patti Johnson (PJ), Business Mgr.; Jessie-Ruth Corkins (JC), Public Outreach Coordinator

Guests:

2. APPROVE THE AGENDA –
Motion #1: K. Thomsen moved to approve the agenda. S. Huffaker seconded the motion.
VOTE on Motion #1: Yes –21 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Shoreham, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

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

4. MEMBER COMMUNICATIONS – None.

5. APPROVAL OF MINUTES FROM MEETING NO. 306 –
Motion #2: R. Orvis moved to approve the minutes of Meeting No. 306. E. Murray seconded the motion.

6. FINANCIAL REPORTS –
a. August 2019 Financial Report – PJ reported August was a great month with a positive bottom line of $20,580. Tonnage for Aug 2019 was 2,320 - 298 tons over Aug 2018. Total tonnage so far in 2019 is
15,307 - 1,369 more tons than the same period last year. There were 6,469 transactions in Aug 2019 v. 5,856 in Aug 2018.

b. **August Single Stream Recycling Report** – PJ reported that through Aug 2019, the Transfer Station has taken in 1,477 tons of recyclables for revenues of $138,944. Processing and Hauling fees totaled $172,703 for the same period. Without consideration of overhead cost, the District realized a loss of ($33,759) in Recycling through Aug 2019.

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

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

7. **NEW BUSINESS**–
a. **Final Executive Board Draft Revisions to the District Personnel Policies** – The Chair presented the draft Personnel Policies to the BOS. The E.Bd has been working with staff for many months to update these Policies, which have been reviewed by the VLCT and the District’s attorney at Downs, Rachlin & Martin.

   **Motion #3:** R.Orvis moved to approve the Personnel Policies. P.Palmer seconded the motion.

   Discussion: D.Gaynor asked why the BOS was excluded from the grievance procedure. T.Wickland said the E.Bd was delegated responsibility for a final decision on all personnel matters. B.Munoff stated he remembered that this goes back a long way. The Chair stated that this is a cleanup attempt of a policy that is quite old. TK added that the original *Executive Board Policy* was adopted in 1992. E.Payne is of the opinion that personnel matters should stay in executive session because of privacy issues. T.Wickland suggested that Motion #3 be amended to allow the BOS, in the Sexual Harassment section of the Policies where it lists the staff and BOS Chair names to be contacted to file a report, to change those names when there is a BOS or employee change, without the need of a vote by the BOS.

   **Motion #4:** T.Wickland moved to amend Motion #3 to include that the changing of contact names listed under the Harassment section of the Personnel Policies does not require a vote by the BOS to amend those names if there is a change in BOS leadership or District Staff. E.Zuesse seconded the motion.

   **VOTE on Motion #4:** Yes –23 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

   **VOTE on Motion #3, as amended:** Yes –23 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Starksboro, Shoreham, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

b. **Resolutions to Accept the Town of Salisbury for Membership in the District** – TK handed out amended Resolutions after legal review. TK reported that the Town of Salisbury had met all obligations under the *Agreement for Admission of the Town of Salisbury as a Member of the ACSWMD*. The next step, per Charter and the Agreement, is for the BOS to adopt resolutions to accept the Town as a member of the ACSWMD. The Resolutions read as follows:

   **“ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT**

   **Resolutions to Accept the Town of Salisbury as a Member of the ACSWMD**

   **WHEREAS,** the Addison County Solid Waste Management District (the “District”) is a union municipal district that was created and exists for the purpose of providing a comprehensive system for managing solid waste generated within its member municipalities; and

   **WHEREAS,** the Town of Salisbury, a municipal corporation of Addison County in the State of Vermont (the “Town”) voted on March 5, 2019 to join the District and to enter into an *Agreement for Admission of the
Town of Salisbury as a Member of the Addison County Solid Waste Management District between the District and the Town dated December 10, 2018 (the “Agreement”); and

WHEREAS, the District Board of Supervisors (the “Board”) has made a determination of satisfactory compliance by the Town with Article II of the Agreement (“Pre-Admission Terms and Conditions”);

NOW, THEREFORE, pursuant to District Charter §52, the Board hereby adopts the following resolutions:

RESOLVED, that the Town of Salisbury has satisfactorily performed the terms and conditions of admission as a member of the District, and

RESOLVED, that the Town of Salisbury shall become and hereafter be a member of the District.”

Motion #5: K. Thomsen moved to adopt the Resolutions to accept Salisbury into the District. R. Orvis seconded the motion.

VOTE on Motion #5: Yes – 23 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

c. Update on Transfer Station Permits & Site Improvements – TK reported that the District has received all permits except for the Stormwater Permit, which is under final review. The BOS had approved postponing the majority of the construction until 2020. We obtained quotes from contractors to construct the concrete bunker and pad for asphalt shingles, and concrete pads for the new drywall roll-off and fuel tank this year. The E.Bd accepted the quote from Multy Builders. DM stated the clean wood pile will need to be chipped more often, since the asphalt shingle bunker in that area had to be moved forward a bit to comply with the 50’ setback from the property line. Regarding the U.S. Forest property, Shane Mullen from Weston & Sampson will come to the next E.Bd meeting with the final evaluation and cost estimate to purchase the USFS property, refurbish the buildings, and construct an access road tying the two properties together. The USFS had recently asked for a response on whether the District would be purchasing the property. TK responded that the evaluation is forthcoming, but that the BOS would not be ready to make a decision until after it had reviewed the final evaluation of the property.

8. DISTRICT MANAGER REPORT – The VT District Managers’ Association met this morning. We discussed updates from the S.113 Task Force that has met once regarding single-use plastics and EPR for packaging. A Task Force report to the Legislature is expected in the next session. TK thinks it would be timely to present to the BOS an update in the near future on the issues with Bottle Bill expansion and the current status of recycling markets.

9. DISTRICT PROGRAMS REPORT –
- JRC and Ollie Cultrara (OC), our AmeriCorps member, hosted two evening Backyard Compost Workshops since the Sept. BOS meeting. Forty-four persons attended our workshops in N. Ferrisburgh and Middlebury. So far this year, we have had 215 attendees. Two more compost workshops are scheduled in the coming weeks, with another 44 participants expected to join us.
- The District is low on SoilSavers and Green Cones given that our workshops and discounts have been popular, and due to high anticipation of the impending food waste landfill ban in July. We are hoping to place another order by the end of the year.
- JRC and OC visited Leicester Central School to discuss decreasing food waste with the entire elementary school. We also assisted their staff by installing hardware cloth around their bins and green cones to deter an issue they were experiencing with burrowing animals. The last update we received from them was that the problem appears to have been resolved.
- OC is busy planning our next Repair Fair at the Hannaford Career Center. Mark your calendars for Thursday, Nov. 14 for another four-hour event emphasizing repair in a throw-away culture.
- Staff is busy finishing the 2019 Annual Report to go out to the towns by the end of the month. We are also
drafting the fall edition of “News to Reuse.” A welcome newsletter to Salisbury will be prepared.
- JRC and OC have been busy scheduling visits with Mary Hogan Elementary School, MUMS and local
businesses requesting outreach support.
- DM mentioned that the final HHW event of the year will be held in Ferrisburgh, which includes Panton. The
new State Materials Management Plan might not require us to provide any HHW events in FY2020-2021. DM
will be presenting at the annual NYSAR conference in Cooperstown, NY in three sessions: EPR for paint,
EPR for primary batteries, and EPR for HHW.

10. OTHER BUSINESS – TK learned this evening that the Rutland MRF is temporarily closed until Monday.
We are almost out of recycling trailers and might have to get our open-top trailer back from Casella and push
recyclables over the tip wall.

11. EXECUTIVE SESSION – District Manager Personnel Evaluation and Contract Renewal -
Motion #6: E.Murray moved to enter into executive session for the purpose of discussion of the
District Manager’s Contract. D.Mott seconded the motion.
VOTE on Motion #6: Yes – 23 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,
Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham,
Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

Motion #7: B.Munoff moved to enter into executive session. D.Mott seconded the motion.
VOTE on Motion #7: Yes – 23 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,
Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham,
Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

The BOS entered into Executive Session at 7:46 PM.

The BOS came out of Executive Session at 8:10 PM.

Motion #8: R.Orvis moved to approve the three-year District Manager contract as discussed w/
accommodation as presented. E.Murray seconded the motion.
VOTE on Motion #8: Yes – 23 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,
Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham,
Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

12. ADJOURN –
Motion #9: B.Finger moved to adjourn at 8:28 PM. E.Murray seconded the motion.
VOTE on Motion #9: Yes – 23 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,
Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham,
Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

I agree that this is an original of the October 17, 2019 minutes that were considered and approved by the
BOS at its meeting of ______________.

Teresa A. Kuczynski, District Clerk

FB October 17, 2019