

**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 Annual Organizational Meeting, No. 310  
Thursday, April 9, 2020, 7:00 PM  
Via Zoom (due to COVID-19)**

**1. OPEN MEETING – ROLL CALL** – The Board of Supervisors (BOS) meeting was called to order by Cheryl Brinkman, Chair at 7:00 PM on April 9, 2020, via Zoom. Present:

Town	Vote	Supervisor/Alternate	Town	Vote	Supervisor/Alternate
Addison	1	Bill Munoff	Orwell	1	Karl Thomsen
Bridport	1	Ed Payne	Panton	1	Paul Sokal
Bristol	2	/Valerie Capels	Ripton	1	Jay Harrington/Steve Zwicky
Cornwall	1	(Vacant)	Salisbury	1	Pedie O'Brien
Ferrisburgh	2	Steve Huffaker	Shoreham	1	Randy Orvis
Goshen	1	Diane Mott	Starksboro	1	Susan Reit de Salas
Leicester	1	Richard Reed	Vergennes	2	Cheryl Brinkman
Lincoln	1	Bill Finger	Waltham	1	
Middlebury	4		Weybridge	1	Tim Wickland
Monkton	1	Deborah Gaynor	Whiting	1	Eric Zuesse
New Haven	1	Patrick Palmer			
Staff:		Teresa Kuczynski (TK), District Mgr.; Patti Johnson (PJ), Business Mgr.; Don Maglienti (DM), Program Manager; Jessie-Ruth Corkins (JRC), Public Outreach Coordinator	Guests:		

**2. APPROVE THE AGENDA** –

**Motion #1: K.Thomsen moved to approve the agenda. R.Reed seconded the motion.**

**VOTE on Motion #1: Yes –20 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Leicester, Lincoln, Monkton, New Haven, Orwell, Panton, Salisbury, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

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

**4. ELECTION OF OFFICERS, APPOINTMENTS OF CLERK AND TREASURER** – The Chair reported that the Nominating Committee received no nominations for the Chair and Vice Chair. C.Brinkman is willing to serve for another year as Chair, and T.Wickland is willing to serve another year as Vice Chair. There being no other nominations from the floor:

**Motion #2: B.Finger moved to accept the slate of officers as written. R.Reed seconded the motion.**

**VOTE on Motion #2: Yes –20 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Leicester, Lincoln, Monkton, New Haven, Orwell, Panton, Salisbury, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

The Chair explained that the Chair and Vice Chair are included as E.Bd members, as is the Supervisor from Middlebury, thereby leaving four seats on the seven-member E.Bd. District Charter states that the E.Bd is established until the BOS changes it. R.Reed, S.Huffaker and B.Munoff are willing to serve another year on the E.Bd. That leaves one vacancy. The Chair asked for any nominations from the floor.

1 **Motion #3: P.Sokal nominated Deb Gaynor to fill the vacancy on the Executive Board. R.Orvis**  
2 **seconded the motion. D.Gaynor accepted the nomination.**

3 **VOTE on Motion #3: Yes –20 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
4 **Leicester, Lincoln, Monkton, New Haven, Orwell, Panton, Salisbury, Shoreham,**  
5 **Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**  
6

7 The Chair explained that the positions of Clerk and Treasurer are appointed by the BOS.

8 **Motion #4: R.Orvis moved to appoint Teri Kuczynski as Treasurer & Clerk. D.Gaynor**  
9 **seconded the motion.**

10 **VOTE on Motion #4: Yes –20 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
11 **Leicester, Lincoln, Monkton, New Haven, Orwell, Panton, Salisbury, Shoreham,**  
12 **Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**  
13

14 5. **MEMBER COMMUNICATIONS** – None.

15  
16 6. **APPROVAL OF MINUTES FROM MEETING NO. 309** –

17 **Motion #5: R.Reed moved to approve the minutes of Meeting No. 309. P.Palmer seconded the**  
18 **motion.**

19 **VOTE on Motion #5: Yes –16 (Addison, Ferrisburgh (2), Goshen, Lincoln, Monkton, New**  
20 **Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge,**  
21 **Whiting). No – 0. Abstain – 5 (Bridport, Bristol (2), Leicester, Salisbury).**  
22

23 7. **BOARD MEMBER ROLES and CONDUCT INTRODUCTION BY CHAIR** – The Chair reviewed  
24 the general rules of conduct and the expectations for BOS members to successfully fulfill their roles as  
25 members of the BOS.  
26

27 8. **FINANCIAL REPORTS** –

28 **a. Review February 2020 Financial Report and Recycling Report**– PJ reported a net loss of (\$14,000)  
29 in the General Fund for the month of Feb. In Feb 2020, we collected 9 less tons of MSW/C&D than Feb  
30 2019. YTD tonnage is 2,928, an increase of 104 tons over last year. In Feb 2020, we received 229 tons of  
31 single stream recyclables. YTD total was 420 tons, 191 tons over the same period last year. Through Feb  
32 2020, recycling processing fees (at \$108/ton) and hauling fees totaled \$52,588 v. \$51,528 in revenues.  
33 Without inclusion of O/H, the District realized a YTD net loss of (\$1,030.52).

34 **b. Municipal Diversion Grant Applications** – None received.

35 **c. School Diversion Grant Applications** – None received.  
36

37 9. **NEW BUSINESS** –

38 **a. Proposed Meeting Schedule and Location, 2020-2021** –

39 **Motion #6: R.Orvis moved to keep the meeting schedule and location the same as the previous**  
40 **year. B.Munoff seconded the motion.**

41 **VOTE on Motion #6: Yes –21 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
42 **Leicester, Lincoln, Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Shoreham,**  
43 **Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**  
44

45 **b. District Legal Representation, 2020-2021** –

46 **Motion #7: R.Reed moved to maintain the legal representation that we have for current year.**  
47 **R.Orvis seconded the motion.**

48 **VOTE on Motion #7: Yes –21 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
49 **Leicester, Lincoln, Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Shoreham,**  
50 **Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**  
51

52 **c. Update on Regional Drop-off Siting Process** – The Chair gave an update on progress siting a regional  
53 drop-off, which is more aptly named a regional “expansion.” Transfer Station Siting Criteria was provided

1 to a real estate agent. Hopefully, despite COVID-19 closures of real estate offices, we will make some  
2 progress in locating some prospective sites to bring to the E.Bd.

3 **d. COVID-19 Response Update** – TK reviewed some of the actions taken in response to the COVID-19  
4 emergency declaration in Vermont. (1) Staff wrote a preparedness plan for continuity of service. Solid  
5 waste collection is designated by state and federal agencies as an "essential service." (2) We closed the  
6 office, with administrative staff and exempt staff working from home. (3) We restricted the Transfer  
7 Station and its programs to commercial businesses, licensed haulers and member town trucks only in order  
8 to reduce traffic and potential exposure to the virus, and to focus on managing the State's three priorities:  
9 MSW, Recyclables and Food Scraps. The only exception to this restriction is that residents may bring their  
10 food scraps to the Transfer Station, as required by statute, and may purchase backyard composting  
11 equipment. Unlike MSW and food scraps, the other special waste materials such as books, fluorescent  
12 lamps, batteries, reuse items, etc. can be stored for a few months. (4) We closed the HazWaste Center,  
13 although staff will remain available by appointment to help if a CEG or an individual has an emergency.  
14 (4) All District events have been cancelled. The composting classes scheduled for this spring/summer will  
15 be taught on-line. All HHW events have been cancelled. (5) We reduced yard staff hours from four  
16 weekdays to three weekdays, with the District paying for the difference in hours. The goal is to reduce  
17 exposure and to give staff a break while tonnages are low. We laid off one part-time staff, and we are  
18 alternating the two Sat. part-timers.  
19

20 The Chair introduced the discussion of the proposed changes to Act 148 by the Leg. TK explained that  
21 language was introduced by ANR, with the support of Casella and others, to amend Act 148 by postponing  
22 the food scrap ban scheduled to take effect on 7/1/2020, and allowing haulers an exemption to offering  
23 curbside collection of mandated recyclables, allowing them to dispose of single stream recyclables in the  
24 trash through the end of the year. The expressed reasons were to address potential staffing shortages and  
25 potential exposure to haulers from touching recyclables, due to Covid-19. Hearings were held in the Senate  
26 Natural Resources & Energy Comm. and the House Comm. on Natural Resources, Fish & Wildlife. The  
27 E.Bd was not in support of these changes. BOS members expressed support for keeping the 7/1/2020 food  
28 ban in place, and continuing to require recyclables collection separate from the waste. Should the Leg.  
29 adopt these or similar changes, the District's Waste Management Ordinance (WMO) would not be in  
30 compliance. Mark Sperry, Esq. and TK drafted the language in the Policy Implementing the WMO, should  
31 the changes to Act 148 be adopted. The last sentence gives authority to the E.Bd to modify the language as  
32 needed, contingent upon changes the Leg. might make prior to the next BOS meeting. T.Wickland  
33 suggested adding a sentence that this is a State emergency policy change. S.Zwicky expressed opposition  
34 to any changes before the Leg. has taken action. P.O'Brien agreed.  
35

36 **Motion #8: T.Wickland moved to accept language changes to the Policy Implementing the  
37 Waste Management Ordinance, as Mark Sperry recommended. R.Orvis seconded the motion.**

38 **VOTE on Motion #8: Yes –17 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Leicester,  
39 Lincoln, Monkton, New Haven, Orwell, Panton, Shoreham, Starksboro, Vergennes (2),  
40 Weybridge). No – 2 (Ripton, Salisbury). Abstain – 0.**

#### 41 **10. DISTRICT MANAGER REPORT –**

- 42 **a. Review of Supervisor Manuals** – TK asked members to check their BOS manuals to see if they are  
43 up-to-date. If any questions, or you need a manual, email C.Bolduc at admin@acswmd.org for assistance.  
44 **b. Act 148 Deadlines that take effect on 7/1/2020** – The 2020 Annual Implementation Report is due  
45 using 2019 data. The draft rewrite of the SWIP is also due by July 1. Public hearings on the SWIP do not  
46 have to be held until after ANR approves the draft SWIP.  
47

48 **11. DISTRICT PROGRAMS REPORT** – DM reported that special wastes are still moving, albeit at a  
49 slower rate due to the closure to residents. Business loads of various special wastes are still allowed to come in,  
50 and at least three of our vendors have indicated that there is no problem with receiving materials. We had  
51 planned for three remote HHW collection events, but all three are now canceled for the time being. DM  
52 expressed concern that special HHW events may be difficult to accomplish in the fall given that all other  
53 planning entities in VT will be attempting to meet their SWIP requirements for HHW collection at the same  
54 time once things open back up. It may be necessary to forgo our events this year, which is allowed by

1 ANR. DM is preparing an RFP for a contractor to service the HazWaste Center, since ENPRO's contract  
2 expires this summer and can't be renewed. DM has been working to set up a stabilization appointment for a  
3 canister of Squibb ether at a residence. The ether is believed to be at least 60 years old, and meets the risk  
4 criteria for being potentially highly explosive. DM has been in communication with Chemcept to perform the  
5 stabilization, which is now delayed due to COVID-19. The VSWDMA approved a grant of \$4,000 from the  
6 High Hazard Fund to pay for it. DM is still open to receiving CEG haz. waste by appointment only, but he is  
7 discouraging CEGs from disposing of haz. waste at this time unless it is an urgent need. DM is still organizing  
8 required staff trainings, and some trainers plan to conduct their day-long classes via on-line platforms like  
9 Zoom. DM is working on State ReTrac reporting for our facility, as well as drafting the District's 2020 Annual  
10 Implementation Report and the SWIP rewrite.

11 – JRC reported that all ACSWMD in-person workshops, events and tours have been canceled through July 1.  
12 We're providing our home compost workshops live over Zoom. Those who are unable to access Zoom may get  
13 in touch with us so that we can send them information in another format, such as links to composting info on  
14 our website or a hard copy of our updated "User's Guide to Backyard Composting" booklet. We're actively  
15 revamping our *News to Reuse* newsletter to advertise our online workshops and reflect the current state of waste  
16 management. We've had to postpone and dial back various initiatives we were planning to introduce this  
17 summer including a Waste Warriors program and a dishware loan kit for events. Finally, we held a successful  
18 business event to explain their roles and responsibilities under Act 148, and to present them with their food  
19 scrap management options. Our outreach and technical support was requested by many businesses following the  
20 workshop, but ACSWMD staff cannot provide any in-person staff trainings, meetings or waste audits until  
21 further notice. We are going to support businesses during this time via email and phone calls.  
22

23 **12. OTHER BUSINESS** – S.Zwicky asked when the District Transfer Station will accept Green Up Day  
24 waste now that VT Green Up has moved the event to May 30<sup>th</sup>. TK responded that the BOS policy is to accept  
25 Green Up Day waste for nine days after Green Up Day. Residents must take the bags to a town or hauler truck,  
26 as we are not accepting residential traffic at the Transfer Station until further notice.  
27

28 **13. ADJOURN** –

29 **Motion #9: B.Finger moved to adjourn the meeting. B.Munoff seconded the motion.**  
30 **VOTE on Motion #9: Yes –19 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Leicester,**  
31 **Lincoln, Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Shoreham, Starksboro,**  
32 **Vergennes (2), Weybridge). No – 0. Abstain – 0.**  
33

34 *I agree that this is an original of the April 9, 2020 minutes that were considered and approved by the BOS*  
35 *at its meeting of \_\_\_\_\_.* *Teresa A. Kuczynski, District Clerk \_\_\_\_\_*