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. 311
Thursday, June 18, 2020, 7:00 PM
Via Zoom

1. OPEN MEETING – CALL TO ORDER – The Board of Supervisors (BOS) meeting was called to order by Cheryl Brinkman, Chair at 7:00 PM on June 18, 2020, via Zoom. Present:

<table>
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<tr>
<th>Town</th>
<th>Vote</th>
<th>Supervisor/Alternate</th>
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<tbody>
<tr>
<td>Addison</td>
<td>1</td>
<td>Bill Munoff</td>
<td>Orwell</td>
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<td>Paul Sokal</td>
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<td>Bridport</td>
<td>1</td>
<td>Ed Payne / Andrew Manning</td>
<td>Panton</td>
<td>1</td>
<td>Jay Harrington/Steve Zwicky</td>
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<td>Bristol</td>
<td>2</td>
<td>/Valerie Capels</td>
<td>Ripton</td>
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<td>Cornwall</td>
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<td>(Vacant)</td>
<td>Salisbury</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</td>
<td>Starksboro</td>
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<td>Susan Reit de Salas</td>
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<td>Leicester</td>
<td>1</td>
<td>Richard Reed</td>
<td>Vergennes</td>
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<td>Cheryl Brinkman</td>
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<td>Lincoln</td>
<td>1</td>
<td>Bill Finger / Sally Ober</td>
<td>Waltham</td>
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<td>Middlebury</td>
<td>4</td>
<td></td>
<td>Weybridge</td>
<td>1</td>
<td>Tim Wickland</td>
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<td>Monkton</td>
<td>1</td>
<td>Deborah Gaynor / Jessica Demeritt</td>
<td>Whiting</td>
<td>1</td>
<td>Eric Zuesse</td>
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<td>New Haven</td>
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Staff: Teresa Kuczynski (TK), District Mgr.; Patti Johnson (PJ), Business Mgr.; Don Maglienti (DM), Program Manager

Guests: Tim Jones & Eric Fitch from Tech Environmental

2. APPROVE THE AGENDA –

Motion #1: R. Orvis moved to approve the agenda. T. Wickland seconded the motion.

VOTE on Motion #1: Yes – 14 (Bristol 2), Ferrisburgh (2), Goshen, Leicester, Monkton, Panton, Ripton, Shoreham, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

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

4. MEMBER COMMUNICATIONS – The Chair announced the death of former longtime BOS member, Robert Peisch, and a moment of silence was held in his memory.

5. APPROVAL OF MINUTES FROM MEETING NO. 310 –

Motion #2: R. Orvis moved to approve the minutes from meeting no. 310. D. Gaynor seconded the motion.

VOTE on Motion #2: Yes – 16 (Bristol 2), Ferrisburgh (2), Goshen, Leicester, Lincoln, Monkton, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

6. FINANCIAL REPORTS –

a. Review April 2020 Financial Report and Recycling Report – PJ reported a net gain of $5,692 in the General Fund for the month of April. We collected 328 fewer tons of MSW/C&D than in April 2019. A downturn was to be expected, as the Transfer Station was closed to residents for the month of April due to COVID-19. YTD tonnage is 6,268, a decrease of 251 tons v. last year. In April 2020, we received 341 tons of single stream recyclables, more than double last year’s total. YTD total of single stream recyclables was 1,054 tons, 391 tons over last year. YTD recycling processing fees of $116,321 (at $112/ton) + hauling
fees of $19,565 totaled $135,886, v. $124,293 in revenues. Without inclusion of O/H, the District realized a YTD net loss of ($11,593).

b. Municipal Diversion Grant Applications – TK informed the BOS that the E.Bd had approved a $1,900 grant award to the Town of Starksboro for the repair of their Recycling Roll-Off.

c. School Diversion Grant Applications – None received.

7. NEW BUSINESS –

a. Middlebury Resource Recovery Center (MRRC) request for inclusion of Anaerobic Digester in ACSWMD draft 2020 SWIP – Tim Jones, of Tech Environmental, Inc. (Tech), presented a draft Full Certification Application on behalf of Middlebury Resource Recovery Center, LLC (MRRC)'s proposed Anaerobic Solid Waste Digestion Facility in Middlebury. MRRC would construct and operate a 1,014 kW biogas plant at 183 Industrial Avenue in Middlebury. Eric Fitch from MRRC was also present. They are seeking approval of the application and inclusion in the ACSWMD SWIP. They explained that the Facility will produce biogas by the anaerobic digestion of food and beverage manufacturing residuals and processed materials. All food processing residuals will be received as a slurry, mixed in the holding tanks and fed into the three digesters. Only liquid loads will be received and stored in tanks; no waste staging or transfer operations will occur. The goal of the Facility is to accept high-quality feedstock streams to maximize biogas production with little contamination. The Facility will not be open to the public, and all haulers using the Facility will be pre-approved by MRRC. The Facility will have an approved feedstock materials list, excluded materials lists and develop a pre-and post-processing testing program that will net consistent feedstock materials and preserve downstream/secondary markets for the digested solids. Tim explained that because one of the proposed feedstock components will be de-packaged food waste derived from a supplier that processes pre-consumer packaged food waste, the Facility requires a Full Solid Waste Certification, and inclusion in the District's SWIP. TK stated that she has reviewed the application and that it is complete. She also mentioned that any solid waste residuals for disposal would have to go to the District Transfer Station for transfer to the landfill, or, with the District's permission, hauled directly to the landfill. Recyclables, if any, would have to go to a Materials Recovery Facility. Q: Would the Middlebury WWTF have the capacity to manage the processed wastewater from the Facility? A: Yes. Q: If contamination is detected in the system, or if maintenance is needed, would the Facility have to close down temporarily? What would happen to the residuals? A: Because the Facility is designed with up to 180,000 gallons of liquid/slurry storage capacity consisting of three 60,000-gallon flow equalization tanks, the Facility would be able to use the extra tanks while the tank involved is being cleaned/repaired. And there are other facilities that could assist in an emergency.

Motion #3: T.Wickland moved to give TK authority to add the MRRC project to our SWIP when she is satisfied with it. R.Orvis seconded the motion.

VOTE on Motion #3: Yes – 17 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Lincoln, Monkton, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge). No – 1 (Whiting). Abstain – 0.

The Chair thanked Tim and Eric for their presentation.

b. Hazardous Waste RFP Proposals – Award Contract - DM reported that the District had received a total of three proposals for the recent RFP for HazWaste Transportation & Disposal at the District HazWaste Center. Proposals were received from ENPRO/EVI, Clean Harbors and Tradebe. DM had to verify the details of the pricing for the proposals. It appeared that the low bidder would be either Clean Harbors or Tradebe. However, after further analysis and taking into consideration a variety of factors, especially the stress on HazWaste Center staff (including training of a new staff member) in adapting to new lab packing systems - in the middle of the COVID-19 pandemic - DM recommended awarding the contract to ENPRO/EVI for the next calendar year.

Motion #4: R.Orvis moved to approve staff recommendation to award HHW contract to Enpro for one year. B.Munoff seconded the motion.

VOTE on Motion #4: Yes – 18 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Leicester, Lincoln, Monkton, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

Motion #5: R.Orvis moved to approve the audit report. E.Zuesse seconded the motion.

VOTE on Motion #5: Yes –18 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Leicester, Lincoln, Monkton, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No –0. Abstain –0.

d. Update on Offsite Land Acquisition for expansion purposes – The Chair summarized current options being pursued. R.Orvis asked to please give us some details of property next time.

8. DISTRICT MANAGER REPORT

a. Legislative Changes – S.227, a bill that bans single use personal care products in lodging, passed. It includes language giving authority to the ANR Secretary to temporarily suspend services affected by COVID-19. It also provides for a potential discussion of an EPR bill for packaging. S.349 - The State received federal funds that could be used for reimbursing local governments' COVID-19 expenditures. Despite the solid waste districts having provided essential services throughout the pandemic, the draft of S.349 left out solid waste districts from the list of eligible governments. The VSWMMA members then tallied up their YTD costs to submit to the Govt. Ops Comm. Our District estimate was $11,000. Some of us provided testimony at two hearings, where we asked the Comm. to consider adding $200,000 for the solid waste districts, which was added to the bill. S.113 - The ban on plastic bags and single use plastic containers takes effect on 7/1. ANR will reach out to the Grocers’ Association to prepare. ANR is getting the word out to retailers that reusable bags are safe to use. Some retailers had temporarily banned their use due to COVID-19. Paper bags will also be sold for 10 cents each. Bottle Bill - The COVID-19 exemption for Redemption Centers to accept bottles/cans expires on 6/22.

b. COVID-19 Response Update – The Transfer Station reopened to residential customers on 5/17. All staff were provided with COVID-19 Emergency Precautions & Precautionary Guidelines for All Visitors on 5/15, consistent with CDC & State guidelines. Staff health screening and temperatures will be taken at the beginning of each shift. Staff has been busy with the increased traffic and volumes since reopening to residents. The Reuse It or Lose It! sheds remain closed for now. Callers with items to donate are given info on other reuse options. Customers have been cooperative. R.Orvis praised the staff for the great job they did in keeping the Transfer Station open for haulers and businesses. The office will remain closed, and exempt office staff will work at home. For essential work that can't be done at home, office staff are rotating visits to the office.

9. DISTRICT PROGRAMS REPORT (DM) – Food Scraps: Compost bin sales have been heavy, and we are expected to run out of SoilSavers soon. A new order for 108 more units has been placed, but will likely not arrive for 3-4 weeks. We are also currently out of Green Cones and seeking to do a combined order with another District. We recently received a large order of green 5-gallon food scrap pails, which we are giving away free to residents and haulers again. We also continue to give away biodegradable toter liners and rubber bands to haulers for their commercial customers. We continue to sell the Kitchen Collectors as well. Our Spring home composting workshops are about to come to a close, with our 5th and final one scheduled for this Saturday morning. Jessie and Ollie have completed four online composting classes, which were very popular, drawing 25-75 registrants per event. BOS members are invited to view a YouTube recorded version of one of our workshops, accessible on our website by clicking on the green apple for “Food Scraps and Composting,” and then clicking on “Home Composting Workshops.” SWIP: Staff continues to work on the 2019 SWIP Report and 2020 SWIP rewrite, both due by 7/1/2020.

10. OTHER BUSINESS – V.Capels asked about the format of future meetings considering the ongoing COVID-19 pandemic. After discussion, it was agreed that the ZOOM platform was working well for now, and the BOS would not be able to meet in person for the foreseeable future. V.Capels mentioned that it would be preferable to receive further BOS packets via email rather than mailing, and suggested the District adopt PDF
formatting using Optical Character Recognition. PJ stated she would look into whether our scanned PDFs use OCR. TK asked BOS members to send her an email indicating their preference for emailed BOS mailings.

11. ADJOURN –

Motion #6: B. Finger moved to adjourn the meeting at 8:53 p.m. B. Munoff seconded the motion.

VOTE on Motion #6: Yes – 15 (Addison, Bristol (2), Ferrisburgh (2), Leicester, Lincoln, Monkton, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge). No – 0.

Abstain – 0.

I agree that this is an original of the June 18, 2020 minutes that were considered and approved by the BOS at its meeting of ______________.

Teresa A. Kuczynski, District Clerk ______________