

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. 315
Thursday, February 18, 2021, 7:00 PM
Virtual Meeting on Zoom**

1. OPEN MEETING – CALL TO ORDER – The Board of Supervisors (BOS) meeting was called to order by Cheryl Brinkman, Chair at 7:05 PM on February 18, 2021 via Zoom. Present:

Town	Vote	Supervisor/Alternate	Town	Vote	Supervisor/Alternate
<i>Addison</i>	1	Bill Munoff	<i>Orwell</i>	1	Karl Thomsen
<i>Bridport</i>	1	Ed Payne	<i>Panton</i>	1	Paul Sokal
<i>Bristol</i>	2	/Valerie Capels	<i>Ripton</i>	1	
<i>Cornwall</i>	1	(Vacant)/(Vacant)	<i>Salisbury</i>	1	/ Pedie O'Brien
<i>Ferrisburgh</i>	2	(Vacant) /David Olson	<i>Shoreham</i>	1	Randy Orvis
<i>Goshen</i>	1		<i>Starksboro</i>	1	
<i>Leicester</i>	1	Richard Reed	<i>Vergennes</i>	2	Cheryl Brinkman
<i>Lincoln</i>	1		<i>Waltham</i>	1	
<i>Middlebury</i>	4	/Andy Hooper	<i>Weybridge</i>	1	Tim Wickland
<i>Monkton</i>	1	/ Jessica Demeritt	<i>Whiting</i>	1	
<i>New Haven</i>	1				
<i>Staff:</i>		Teresa Kuczynski (TK), District Mgr.; Patti Johnson (PJ), Business Mgr.; Don Maglienti (DM), Programs Mgr.	<i>Guests:</i>		Shane Mullen, P.E., CPESC, Weston & Sampson

2. APPROVE THE AGENDA –

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

VOTE on Motion #1: Yes –17 (Addison, Bristol (2), Ferrisburgh (2), Middlebury (4), Monkton, Orwell, Panton, Salisbury, Shoreham, Vergennes (2), Weybridge). 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. 314 –

Motion #2: K.Thomsen moved to approve the minutes of meeting no. 314. B.Munoff seconded the motion.

Discussion – Correction on Line #48, p. 2. P.Sokal asked that we write out the full name of the acronym LGER.

VOTE on Motion #2: Yes –18 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Middlebury (4), Monkton, Orwell, Panton, Salisbury, Shoreham, Vergennes (2), Weybridge). No – 0. Abstain – 0).

6. FINANCIAL REPORTS

a. Dec. 2020 Financial Report and Dec. 2020 Single Stream Recycling Report – PJ presented the Un-Audited, Year End (YE) December 2020 Financials showing a net gain of \$7,146 for December and a YE operations net gain of \$54,266 in the General Fund. Combined with a higher than budgeted Beginning Fund Balance, the total net gain in 2020 was \$306,476 over budget. YE tonnage of 22,197 is 1,163 tons

1 less than the 2019 YE tonnage of 23,360, most likely due to an increase in food scrap diversion and in
2 local business disruptions due to COVID-19. Dec. 2020 transactions continued to be high at 4,694 - 1,378
3 more than the 3,316 in Dec. 2019. The 2020 YE transactions of 61,647 were 2,848 transactions higher
4 than the 2019 total of 58,799 despite the six-week program closures last spring due to COVID-19. Tire
5 tonnage also increased in 2020, with 308.56 tons collected v. 269.68 tons in 2019. Staff has begun to tally
6 up the food scrap tonnage as part of its 2021 SWIP Implementation Report due on July 1. **Recycling**
7 **Report:** In December, the Transfer Station collected a total of 427 tons of single stream recyclables. The
8 2020 YE single stream recycling tonnage of 4,043 tons is a substantial increase over the 2,214 tons in
9 2019. The Dec. processing fee was down to \$92/ton, resulting in a YE net loss of (\$5,897.26) in single
10 stream recycling.

11 **b. 2020 Financial Audit Delay** - The start of the 2020 Financial Audit, originally scheduled to begin in
12 February, is being postponed until March at the request of the District's audit firm of RHR Smith. Due to
13 the wide range of COVID-19 related programs that were established in 2020, including payroll changes,
14 tax cuts, grants and PPP loans, the Auditors are taking time to evaluate the correct process for handling all
15 of these programs as part of their municipal audits.

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

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

18
19 **7. NEW BUSINESS –**

20 **a. Shane Mullen, P.E., Weston & Sampson Presentation – New Haven Transfer Station Extension**
21 **Site –**

22 - **Update on site permitting and proposed conceptual design:** Shane presented a conceptual design
23 and site layout for a regional, residential drop-off at the New Haven site on Rt. 7. Lot 6 is the parcel of
24 interest to the District. Lot 1 has little value to the District due to wetlands located on that parcel.
25 Shane has worked with TK, DM and Gary Hobbs on several conceptual designs over the past year.
26 Shane has also been researching the permitting issues. In speaking with VTrans, we would be required
27 to conduct a traffic study. This study would be the first step to complete. Other permitting – Local
28 Zoning, Act 250, Stormwater, Wastewater, and other miscellaneous permits would be required (e.g.,
29 ANR Full Solid Waste Certification).

30 - **Discussion of Project Phases:** TK reported that the E.Bd asked that an additional phase be added that
31 would not require major infrastructure construction and could begin operation as a mobile facility with
32 packers and other trucks. This would phase in the project costs and would give us valuable information
33 on the number of users and volumes received. T.Wickland noticed that TK's Phase 1 was different
34 than Shane's. TK explained that she had numbered the land acquisition, design and permitting as
35 Phase 1, whereas Shane labeled the next phase as Phase 1. We will make it consistent. BOS members
36 discussed the timing of the project, a Purchase & Sale Agreement, and next steps. The final phase
37 would be the design and permitting of the "church lot" for use as a HHW Center. The BOS would be
38 able to negotiate the purchase of Lot 6 and the church lot this year.

39 **Motion #3: R.Orvis moved to direct the Executive Board to continue to collect information**
40 **about the potential purchase of property in New Haven, and to provide a detailed summary of**
41 **options, with costs, for BOS discussion within executive session next month. K.Thomsen**
42 **seconded the motion.**

43 **VOTE on Motion #3: Yes – 17 (Addison, Bristol (2), Ferrisburgh (2), Middlebury (4),**
44 **Monkton, Orwell, Panton, Salisbury, Shoreham, Vergennes (2), Weybridge). No – 1**
45 **(Bridport). Abstain – 0.**

46
47 **b. Solid Waste Infrastructure Grant Application – Priority Projects** – TK explained that the new
48 ANR Infrastructure Grant RFP allows for the submittal of three projects, to be prioritized by the District.
49 Each project could cost up to \$100,000. Grants for recycling and food scrap diversion are a 40%/60%
50 match. Grants for HHW would be a 60%/40% match. As the District is not in a position to secure the lot
51 for the HHW at this point, it would be a lower Priority 3. TK therefore recommends that we submit a
52 request for the purchase of a recycling trailer (\$110,000 in the budget). Priority 2 would be equipment

1 needed to improve collection of food scraps at the Transfer Station to increase efficiency and protect the
2 safety of staff. Our matching funds would come from the Organics Contingency Fund.

3 **Motion #4: T.Wickland moved to authorize the District Manager to proceed with an**
4 **application for grant funding through the VT DEC with the two priority projects as discussed**
5 **(trailer purchase and equipment for management of food scraps). R.Orvis seconded the motion.**

6 **VOTE on Motion #4: Yes – 18 (Addison, Bridport, Bristol (2), Ferrisburgh (2),**
7 **Middlebury (4), Monkton, Orwell, Panton, Salisbury, Shoreham, Vergennes (2),**
8 **Weybridge). No – 0. Abstain – 0.**

9
10 **8. DISTRICT MANAGER REPORT –**

11 **a. COVID-19 Response Updates** – TK provided an update on COVID-19 precautions at the Transfer
12 Station and office. We are awaiting the availability of the vaccine to our front-line workers.

13 **b. SEP Funds – Possible Uses** – As a result of the CSWD enforcement for the glass incident, the
14 Attorney General is going to allocate \$222,000 toward a positive use of the funds. The solid waste
15 managers have been discussing possible requests for the use of those funds for solid waste diversion.

16 **c. Legislative Report – New Bills Introduced** – DM will discuss the two Bottle Bills in play – one for a
17 new study and one for expansion of the redemption program and an increase in the deposit amounts.

18
19 **9. DISTRICT PROGRAMS REPORT –**

20 **a. General Updates** – DM mentioned that today is National Battery Day, and that staff has been busy
21 putting out daily reminders and tips about battery recycling all this week. Household battery collection
22 remains steady at the Transfer Station. Staff also launched its first Terracycle Brigade, collecting plastic
23 disposable razorblade handles for recycling. Staff is busy collecting data for the 2021 Solid Waste
24 Implementation Plan Report. This year, we are calculating our waste diversion progress, which entails
25 many phone calls and spreadsheet entries. We have been especially busy with conditionally-exempt
26 generator (CEG) hazardous waste volumes so far this year. DM is working on purchasing a toter tipping
27 device for use with food scraps at the Transfer Station. Jessie and Colin, our AmeriCorps member, are
28 preparing to host three virtual blue bin recycling workshops next month. Staff will also be hosting a
29 number of home composting workshops in the spring. Jessie is continuing to conduct business and school
30 outreach either in person or through virtual communication.

31 **b. Bottle Bill Issues** – DM presented an overview of the VT Bottle Bill, and H. 175, which calls for some
32 major changes to the existing program, including expansion of materials accepted and an increase in the
33 deposit amounts. DM reminded the BOS that this was an anti-litter bill and was not intended to replace the
34 recycling materials recovery facilities (MRFs). TK added that the sale of valuable materials is needed to
35 offset the cost of other materials with little value in order for the MRFs to survive and to make the
36 processing fee affordable for our residents and businesses.

37 **Motion #5: T.Wickland moved to direct the District Manager to write a letter on behalf of the**
38 **BOS supporting legislative reform of Vermont’s Bottle Bill that does not cause economic**
39 **hardship for the State’s materials recovery facilities. P.Sokal seconded the motion.**

40 **VOTE on Motion #5: Yes – 17 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Middlebury**
41 **(4), Orwell, Panton, Salisbury, Shoreham, Vergennes (2), Weybridge). No – 1 (Monkton).**
42 **Abstain – 0.**

43
44 **10. OTHER BUSINESS** – None.

45 **11. EXECUTIVE SESSION** – None.

46 **12. ADJOURN –**

47 **Motion #6: T.Wickland moved to adjourn the meeting at 9:03 PM. B.Munoff seconded the**
48 **motion.**

49 **VOTE on Motion #6: Yes –18 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Middlebury**
50 **(4), Monkton, Orwell, Panton, Salisbury, Shoreham, Vergennes (2), Weybridge). No – 0.**
51 **Abstain – 0.**

52
53 *I agree that this is an original of the February 18, 2021 minutes that were considered and approved by the*
54 *BOS at its meeting of _____.* *Teresa A. Kuczynski, District Clerk _____*