

**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. 319  
Thursday, June 17, 2021, 7:00 PM  
ACSWMD Office Conference Room, 1223 Rt. 7 So., Middlebury, VT  
and Virtual Meeting on Zoom**

**1. OPEN MEETING – CALL TO ORDER** – The Board of Supervisors (BOS) meeting was called to order by Tim Wickland, Chair at 7:00 PM on June 17, 2021 via Zoom. Present:

<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>	<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>
<i>Addison</i>	1	Bill Munoff	<i>Orwell</i>	1	Sarah Harris
<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	
<i>Ferrisburgh</i>	2	David Olson	<i>Shoreham</i>	1	Randy Orvis
<i>Goshen</i>	1	Annina Seiler	<i>Starksboro</i>	1	Susan Jefferies
<i>Leicester</i>	1		<i>Vergennes</i>	2	Cheryl Brinkman
<i>Lincoln</i>	1	Bill Finger	<i>Waltham</i>	1	
<i>Middlebury</i>	4	Andy Hooper / Diane Mott	<i>Weybridge</i>	1	Tim Wickland
<i>Monkton</i>	1	Deborah Gaynor	<i>Whiting</i>	1	Eric Zuesse
<i>New Haven</i>	1	Pat Palmer			
<i>Staff:</i>		Teresa Kuczynski (TK), District Mgr.; Patti Johnson (PJ), Business Mgr; Donald Maglienti (DM), Program Manager	<i>Guests:</i>		

**2. APPROVE THE AGENDA –**

**Motion #1: A.Hooper moved to approve the agenda. R.Orvis seconded the motion.**

Discussion: The Chair asked that Item # 7(e) be removed from the agenda, as it pertains to the Executive Board (E.Bd) schedule and should not be taken up by the BOS.

**VOTE on Motion #1 as amended: Yes –22 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

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

**4. MEMBER COMMUNICATIONS –**

**5. APPROVAL OF MINUTES FROM MEETING NO. 318 –**

**Motion #2: D.Gaynor moved to approve the minutes of meeting no. 318. R.Orvis seconded the motion.**

Discussion: The Chair pointed out that on p. 2, Line #4, it should read that the audit was presented on May 12th, not March 12th.

**VOTE on Motion #2 with correction noted: Yes –22 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

**6. FINANCIAL REPORTS –**

1 **a. April 2021 Financial Report** – PJ presented the April 2021 Financials showing a net gain of \$36,941.  
2 April tonnage of 2,009 tons was higher than the 2020 total of 1,687 tons. Total YTD tonnage of 6,435 tons  
3 is 167 tons more than in April 2020. The total of Transfer Station transactions in April was 6,068 v. 2,080  
4 in April 2020. YTD transactions were 17,586 v. 12,218 YTD transactions in 2020. In April, the Transfer  
5 Station received 375 tons of single stream recyclables v. 341 tons in April 2020. YTD tonnage of tires was  
6 68.72 tons v. YTD tonnage of 39.47 in 2020. April food scrap total is zero, as the food scrap roll-off box was  
7 hauled in the first week of May and will be in May's totals.

8 **b. April 2021 Single Stream Recycling Report** – PJ stated that 380.39 tons of single stream recyclables  
9 were hauled to the MRF for processing at a decreased fee of \$74/ton, resulting in a YTD net gain of  
10 \$47,464.30 (without overhead costs included). Staff was asked to calculate the total cost per ton with  
11 overhead for BOS discussion in July of a possible single stream recycling rate reduction.

12 **c. Municipal Diversion Grant Applications** – None Received

13 **d. School Diversion Grant Applications** – None Received

14  
15 **7. NEW BUSINESS –**

16 **a. Orwell Drop-off Closure at end of June** – TK reported that Seguin Hauling has given notice that it  
17 will discontinue operating the its Orwell (private) Drop-off on Saturdays at the end of June. The Town of  
18 Orwell does not provide a town drop-off. S.Harris wanted to know what the BOS's or her role would be in  
19 addressing this lack of drop-off. TK will talk with S.Harris about possible options for the town, such as  
20 speaking with another town or private hauler about using their drop-offs at least until a solution can be  
21 found. Some of the towns subsidize their drop-offs; their drop-offs might not be open to non-residents.

22  
23 **b. New Haven Transfer Station Extension Site –**

- 24 - **Paul Sokal questions, map of gross tonnage per town:** P.Sokal provided a handout showing  
25 the percentage of District tonnage from each town at the District Transfer Station. TK pointed  
26 out that the total 21,676 tons included C&D, which the New Haven site would not be accepting.  
27 P.Sokal raised the concern about competition with existing town drop-offs. B.Finger asked why  
28 the District did not approach the Town of Middlebury for permission to allow its Transfer  
29 Station to accept bagged waste & recyclables. TK reminded him that the Town's major issue  
30 has always been the limited queuing area for vehicles. We considered purchasing the U.S. Park  
31 Service property, but tying the two sites together with a longer queuing area and bag drop was  
32 not feasible. A.Hooper just toured the Transfer Station and witnessed the lack of operational  
33 space on the site, despite the District having modified the site to improve traffic flow and  
34 capacity over the years. He did speak with the Town Manager, and prospects are not great for  
35 modifying the facility to accept bagged waste & recyclables.
- 36 - **General Update:** After the Traffic Study is finalized, the next step is for the BOS to decide if  
37 it going to offer a purchase price to the owner, and if it would be just for Lot 6, or for Lot 6 and  
38 the Church lot. Then a purchase & sale agreement would be drafted.
- 39 - **Weston & Sampson Traffic Study:** The first draft of the Traffic Study in New Haven  
40 concluded that a left turn lane should not be required. However, based on the projected PM  
41 peak hour trips and the VTrans impact fee rate of \$810/each, it appears that an impact fee of  
42 approx. \$13,000 would apply due to the proximity of the site to the proposed roundabout on Rt.  
43 7 and Exchange Street in Middlebury. The final report will go to VTrans for their  
44 consideration.

45 **Motion #3: C.Brinkman: "Given the staff's assurance of suitability and dedicated monies**  
46 **already in the current budget, I make a motion to proceed with an offer, to be determined in**  
47 **Executive Session, for the acquisition of both the New Haven Lot #6 for immediate use and the**  
48 **Church Lot for future use, in order to consolidate the permitting and Act 250 processes for**  
49 **both, contingent upon approval of all required permits and Act 250."** D.Gaynor seconded the  
50 **motion.**

51 **VOTE on Motion #3: Yes –21 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
52 **Lincoln, Middlebury (4), Monkton, Orwell, Panton, Shoreham, Starksboro, Vergennes**  
53 **(2), Weybridge, Whiting). No – 1 (New Haven). Abstain – 0.**

1 **c. Ratify – Executive Board Sewerage Construction Bid Award** – The Chair reported that after  
2 receiving two bids for sewerage construction project at the Transfer Station/Office, the E.Bd voted to  
3 award the bid to Champlain Construction. Due to a series of delays in this project, including a one-year  
4 delay due to COVID-19, and the limited window of time for completing construction by the end of Sept.,  
5 the E.Bd voted to award the bid as an emergency purchase.

6 **Motion #4: P.Sokal moved to ratify the E.Bd’s decision to award the sewerage construction**  
7 **bid. A.Hooper seconded the motion.**

8 **VOTE on Motion #4: Yes –22 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
9 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Pantan, Shoreham, Starksboro,**  
10 **Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

11  
12 **d. Ratify – Executive Board Extension, ENPRO Agreement for Hazardous Waste Services** – DM  
13 explained that the ENPRO Agreement allows for a one-year extension upon one-month notice by the  
14 District, which was June 13th. The District has had very good service with ENPRO, and all conditions of  
15 the Agreement, including rates, will remain the same.

16 **Motion #5: R.Orvis moved to ratify the E.Bd’s decision to extend the current Hazardous Waste**  
17 **Disposal contract to ENPRO. A.Hooper seconded the motion.**

18 **VOTE on Motion #5: Yes –22 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
19 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Pantan, Shoreham, Starksboro,**  
20 **Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

21  
22 **e. (Removed from Agenda)**

23  
24 **f. Adopt Change to Hybrid Meeting Format for both BOS and Executive Board (Physical meeting**  
25 **room as well as Zoom option)**

26 **Motion #6: R.Orvis moved to approve that the BOS adopt a Hybrid Meeting Format for**  
27 **members to attend via in person or via ZOOM. E.Zuesse seconded the motion.**

28 **VOTE on Motion #6: Yes –22 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
29 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Pantan, Shoreham, Starksboro,**  
30 **Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

31  
32 **8. DISTRICT MANAGER REPORT –**

33 **a. COVID-19 Response Update** – The District office and Transfer Station will follow the VOSHA  
34 guidelines as they are amended.

35 **b. New Auditor, for auditing facilities/haulers to confirm District Fee collection** – Carl Mitchell, the  
36 auditor for the solid waste districts and the State for many years who tracked District Fees and the VT  
37 Franchise Tax, is retiring at the end of the month. The State is going to use its own auditor for the  
38 Franchise Tax. The solid waste districts will share a new auditor. The hourly rate will increase for the  
39 service, but the districts/ alliances will see their VT Solid Waste District Managers Assoc. dues reduced.

40 **9. DISTRICT PROGRAMS REPORT – Addison County Fair & Field Days:** Staff is continuing  
41 preparations for the Fair, which includes recruiting Waste Warrior volunteers to help fairgoers sort food scraps  
42 and to staff a booth. **SWIP:** We're in the final stages of submitting our annual SWIP Implementation Report to  
43 the State, which summarizes our programs, outreach and disposal rate in CY2020. **Compost classes:** Staff  
44 wrapped up our Spring Backyard Compost workshop series on June 1st. Our next workshop series will focus on  
45 educating residents on food waste source reduction. **Signage:** In response to requests from Town Drop-offs for  
46 signage on proper blue-bin recycling, we have made up large 2'x3' coroplast signs. So far, Monkton, Bridport,  
47 Shoreham, and Lincoln have taken us up on the signs. We have more available along with a 2021 edition of the  
48 State Landfill Ban sign, which is required to be posted at each Drop-off. If your local Drop-off would like or  
49 needs a copy of the 2021 edition, we have it printed on coroplast and can work with you or your hauler to get it  
50 delivered and posted. **Drywall and Asphalt Shingles:** We've shipped our first loads of new construction  
51 drywall (about 7,000 lbs) and asphalt shingles (about 25,000 lbs) for recycling. Both are going to the Myers

1 recycling facility in Colchester. Drywall is sent from there to be made into a fertilizer product, and shingles are  
2 sent out of state to a facility that processes them into a construction material.

3 **10. OTHER BUSINESS** – None.

4  
5 **11. EXECUTIVE SESSION** – For the purpose of discussing negotiation of a purchase & sale agreement  
6 of property –

7 **Motion #7: R.Orvis moved that the BOS enter Executive Session for the purpose stated in the**  
8 **agenda. D.Gaynor seconded the motion.**

9 **VOTE on Motion #7: Yes –22 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
10 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Shoreham, Starksboro,**  
11 **Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

12  
13 **Motion #8: A.Hooper moved that the BOS enter into Executive Session at 8:45 p.m. D.Olson**  
14 **seconded the motion.**

15 **VOTE on Motion #8: Yes –22 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
16 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Shoreham, Starksboro,**  
17 **Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

18  
19 The BOS came out of Executive Session at 9:08 p.m.

20  
21 **12. ADJOURN** –

22 **Motion #9: B.Finger moved to adjourn the meeting at 9:09 p.m. R.Orvis seconded the motion.**

23 **VOTE on Motion #9: Yes –21 (Addison, Bridport, Bristol (2), Ferrisburgh (2), Goshen,**  
24 **Lincoln, Middlebury (4), Monkton, Orwell, Panton, Shoreham, Starksboro, Vergennes**  
25 **(2), Weybridge, Whiting). No – 0. Abstain – 0.**

26  
27 *I agree that this is an original of the June 17, 2021 minutes that were considered and approved by the BOS*  
28 *at its meeting of \_\_\_\_\_.*

29  
30 *Teresa A. Kuczynski, District Clerk \_\_\_\_\_*