NOTE: These minutes are subject to review and modification by the ACSWMD Executive Board at its next regular meeting.

ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT
EXECUTIVE BOARD MEETING MINUTES
Virtual Meeting on ZOOM
March 10, 2021  3:00 PM

1. CALL TO ORDER – Cheryl Brinkman (CB), Board of Supervisors (BOS) Chair, called the meeting of the Executive Board (E.Bd) to order at 3:03 PM. Other E.Bd members present on the call: Bill Munoff (BM), David Olson (DO), Richard Reed (RR), Andy Hooper (AH), Deb Gaynor (DG), and Tim Wickland (TW). Staff present: Teri Kuczynski (TK), District Manager; Don Maglienti (DM), Programs Manager; and Patti Johnson (PJ), Business Manager.

2. APPROVE THE AGENDA –
Motion #1: AH moved to approve the agenda. TW seconded the motion.
Discussion: The Chair would like an addition to the Agenda #10: "Other Business" to add a discussion of the annual nominating committee.
VOTE on Motion #1, as amended: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.

3. APPROVE MINUTES OF FEBRUARY 10, 2021 MEETING –
Motion #2: AH moved to approve the minutes of February 10, 2021. DO seconded the motion.
Discussion: DG asked that the full name (Supplemental Environmental Project) of the "SEP" acronym be spelled out in Agenda #7(d), line #121, on p. 3.
VOTE on Motion #2, as amended: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.

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

5. MANAGER REPORT –
a. Personnel – N/A
b. Health & Safety – TK presented the annual 2020 SWANA Solid Waste Fatality Data. The most common fatal events were single-vehicle accidents and being struck by a vehicle. The solid waste industry continues to be the fifth most dangerous profession in the U.S.

6. FINANCIAL REPORTS –
a. January 2021 Financial Report – PJ presented the January 2021 Financials showing a net loss of ($7,298) for the month. Jan. 2021 tonnage of 1,419 was lower than the 2020 total of 1,542. Jan. 2021 transactions were 3,530, compared to the 2020 total of 3,412. TW asked PJ to adjust the coloring on charts so all years are the same. PJ asked E.Bd if they would like an additional chart showing monthly food scrap tonnage collected at the Transfer Station. The E.Bd agreed.
b. January 2021 Single Stream Recycling Report – In January, the Transfer Station processed a total of 348.69 tons of single stream recyclables. The processing fee was lower at $89/ton, resulting in a YTD net gain of $7,225.51 in single stream recycling, without consideration of overhead costs.
c. Approval of Accessing Organics Contingency Funds (now in General Fund) for 60% matching funds, if Project 2 of the Infrastructure Grant Proposal is awarded – TK explained that the District had submitted an Infrastructure Grant Proposal to the VT DEC by the grant deadline today. Two projects were submitted, with each totaling $100,000 and eligible for a 40% grant with a 60% District match. As discussed with the BOS last month, Priority #1 was purchase of a new 48’ Closed-Top, Walking Floor Recycling Trailer, which was included in the 2021 Adopted Budget. Priority #2 was purchase of food scrap equipment and a stakebody truck. However, these individual expenditures were not in the 2021 Adopted Budget, as we did not have the information in time for the 2021 budget adoption. The BOS did

transfer $100,000 from the Organics Contingency Fund into the General Fund last year rather than leave the entire $200,000 OCF in a CDAR. TK would like the BOS’s approval to use these available Organic Contingency Funds as matching funds.

Motion #3: TW moved to recommend to the full BOS to give Teri approval to access Organics Contingency Funds (now in General Fund) for the 60% matching funds if Project 2 of the Infrastructure Grant Proposal is awarded. RR seconded the motion.

VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.

d. Municipal Diversion Grant Applications – None received.

e. School Diversion Grant Applications – None received.

7. NEW BUSINESS –

a. New Haven Transfer Station Extension Site –
   - Update on site permitting and proposed conceptual design: Shane Mullen, Weston & Sampson is recommending that we proceed with the traffic study first. A minor contract amendment will be needed. The E.Bd asked TK to get the estimated cost for the BOS meeting.
   - Update on land acquisition: TK will discuss with the E.Bd in Executive Session.

b. Call2Recycle Award: “2020 Top 100 Leader in Sustainability” (Battery Collection) – DM reported that the District has received the 2020 Top 100 Leader in Sustainability award, which is given to top performing organizations and businesses who demonstrate a notable commitment to battery collection and recycling.

c. COVID-19 Response Updates – TK informed the E.Bd that District staff continue to abide by all CDC recommended precautions against COVID-19, including the wearing of masks, social distancing and sanitizing common areas. We continue to remind haulers and others who visit the Transfer Station that masks are required when within 6 feet of another person. Nonessential office staff continue to work remotely most of the week on alternate days. With the passage of the new COVID relief package by Congress, the states will receive more funding; however, it remains to be seen whether any of these funds trickle down to municipalities for their COVID-19 related expenses.

d. Legislative Report – TK wrote our County legislators with the BOS’s opinion regarding H.175 Bottle Bill expansion. H.175 was voted out by the House Natural Resources Committee and heads to Ways & Means Committee next.

8. EXECUTIVE SESSION – For the purpose of discussing negotiation of a purchase & sale agreement of property –

   Motion #4: TW moved to enter into Executive Session at 3:53 PM. AH seconded the motion.

   VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.

   The E.Bd came out of Executive Session at 4:20 PM.

9. AGENDA ITEMS FOR MARCH 18, 2021 BOS MEETING – Organic Fund expenditures, traffic study for New Haven site, RFB going out for sewer project, Nominating Committee memo to BOS.

10. OTHER BUSINESS – TW and the Chair volunteered to serve as the Nominating Committee to solicit nominations from the BOS for the offices of Chair and Vice Chair and for four of the seven E.Bd members to be elected at the April 8th organizational meeting. It is also custom at this time to ask current E.Bd members if they are interested in serving on the E.Bd for another year. RR stated that he will be staying on the BOS but will not be seeking reelection for the E.Bd.

11. APPROVAL OF PAYMENTS – The signed lists of payments will be approved by TW on 3/11.

12. ADJOURN –

   Motion #5: BM moved to adjourn the meeting at 4:35 PM. RR seconded the motion.

   VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.

I agree that this is an original of the March 10, 2021 minutes that were considered and approved by the Executive Board at its meeting of ____________________.

Teresa A. Kuczynski, District Clerk