

1 **NOTE: These minutes are subject to review and modification by the ACSWMD Executive Board at its**
2 **next regular meeting.**
3

4 **ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT**
5 **EXECUTIVE BOARD MEETING MINUTES**

6 **ACSWMD Office**

7 **1223 Route 7 South**

8 **Middlebury, VT 05753**

9 **December 11, 2019 3:00 PM**
10

11 **1. CALL TO ORDER** – Cheryl Brinkman, Board of Supervisors (BOS) Chair, called the
12 meeting of the Executive Board (E.Bd) to order at 3:00 PM. Other E.Bd members present: Bill
13 Munoff (BM), Richard Reed (RR), Steve Huffaker (SH), Eric Murray (EM) and Tim Wickland (TW).
14 Staff present: Teri Kuczynski (TK), District Manager; Don Maglienti (DM), Program Manager; Patti
15 Johnson (PJ), Business Manager. Guests: Mike Psaros, Business Development Manager,
16 DominionTech Computer Services; Todd Deuso from Casella Construction; and Tom Donahue,
17 CEO, BROCC Community Action.
18

19 **2. APPROVE THE AGENDA –**

20 **Motion #1: TW moved to modify the agenda to allow visitors to present first. SH**
21 **seconded the motion.**

22 **VOTE: Yes – 6 (BM, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**
23

24 **7. NEW BUSINESS –**

25 **a. Meeting with Todd Deuso, Casella Construction re: Tire Reuse Collection Program:**

26 Todd spoke about the “Wheels for Warmth” tire reuse collection program that was established
27 years ago by now Gov. Phil Scott. The annual program works by customers bringing in old tires
28 and charged \$4/each for disposal of tires. If the tires have enough tread for at least one year of
29 driving, they would be resold at a low cost. All money is donated back to local charities for home
30 heating assistance. Todd would like the ACSWMD to consider serving as a host site for
31 collection of tires for two-three days next October 2020, hand out flyers to help with collection
32 and possibly provide staff to assist (although they will provide staff if we need help). Casella
33 would provide roll-off containers, pay all costs and haul all tires back to Rutland. E.Bd members
34 had questions on logistics, the price differential between our \$2.25/ea. rate for tire disposal and
35 concerns of hosting this event on a busy Saturday. Todd responded that the District has the option
36 to collect the tires on Thursday and Friday, and Casella will haul them away on Saturday. Tom
37 Donahue of BROCC gave an overview of how Wheels for Warmth allows for the distribution of
38 fuel funds to people in crisis who might not qualify for federal assistance, or whose assistance has
39 run out, especially during long winters. A standard grant is 125 gallons, distributed by local
40 dealers who are paid directly by the fund. The Chair stated that the program is worthy, and staff
41 discussion of working out the logistics should begin.

42 **Motion #2: EM moved to authorize TK to work out the logistics with staff to be a**
43 **part of Wheels for Warmth. TW seconded the motion.**

44 **VOTE: Yes – 6 (BM, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**
45

46 **b. Meeting with Mike Psaros, DominionTech Security Services Contract:** PJ explained to
47 the E.Bd that, after hearing Mike’s presentation to municipalities, it became clear that the District
48 needs to upgrade its cybersecurity. TK added that we are trying to be proactive rather than
49 reactive as online security risks have grown, and our local computer repair technician may not be
50 able to provide the level of protection we need. Mike presented the E.Bd with a proposal of the
51 services his company can provide to assist in better securing the networks and proprietary
52 information held by the District. The E.Bd agreed this was a critical issue and would like the
53 District to go out to bid for computer security services such as those provided by DominionTech

54 and to investigate purchasing a server firewall right away. TW suggested asking Comcast and
55 router manufacturer about providing a firewall.

56 **Motion #3: EM moved to authorize TK to explore and purchase, within**
57 **expenditure limit, a firewall ASAP. BM seconded the motion.**

58 **VOTE: Yes – 6 (BM, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**
59

60 **3. APPROVE MINUTES OF NOVEMBER 13, 2019 MEETING –**

61 **Motion #4: TW moved to approve the minutes of Nov. 13, 2019. EM seconded the**
62 **motion.**

63 **VOTE: Yes – 6 (BM, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**
64

65 **4. PUBLIC COMMENT PERIOD –** The Chair opened the public comment period.
66

67 **5. MANAGER REPORT –**

68 **a. Personnel –** Annual Staff Evaluations are being done now.

69 **b. Health & Safety – Rising BLS injury/illness rate for waste collection workers in 2018**

70 – BLS published its 2018 survey of injury, illness rates in the waste industry. The 5.5 incidents
71 per 100 F/T employees was double the national rate of 2.8 for all occupations. Waste collection
72 workers saw an increase from 5.1 to 5.9, with vehicles the most common source of injury. This
73 was despite national campaigns to raise awareness such as Slow Down to Get Around laws.
74 The good news is that the rates for landfills and MRFs declined.
75

76 **6. FINANCIAL REPORTS –**

77 **a. October 2019 Financial Report –** PJ reported that October was another busy month, with a
78 net gain of \$30,748 in the General Fund. The Transfer Station collected 2,345 tons in October, an
79 increase of 178 tons over Oct 2018. YTD accumulated is 19,725 tons, an increase of 1,810 tons
80 over this time last year. There were 5,864 transactions at the Tr. St. - 438 higher than Oct 2018.
81 However, there were 125 fewer transactions YTD in 2019. Staff also reported several
82 unanticipated increases in expenses recently received after the adoption of our CY2020 budget.
83 DM reported a \$2.00 per unit increase from Interstate to process units with CFCs; and a \$20/ton
84 increase from BDS to haul our tires for use as TDF. Our adopted 2020 rates should barely cover
85 these new expenses. PJ added that we have just received notice of an increase of over \$8,000 in our
86 Workers' Comp Insurance.
87

88 **b. October Single Stream Recycling Report –** The October processing fee at the MRF held
89 steady at \$105/ton. With a record YTD high of 1,976 tons of single stream recyclables, the
90 District's YTD net loss was (\$49,888) on transport and recycling.
91

92 **c. NEMA Nonpayment for Mercury Lamp Collection in 2019 –** Staff informed the E.Bd of
93 the difficulty we were having in getting reimbursed by NEMA, the State's product stewardship
94 organization for this program, for our lamps covered under the Mercury-Lamp Law. However,
95 after many phone calls to NEMA and to Karen Knaebel at ANR to intervene for us, a check for the
96 first three quarters was just received by NEMA. We also discovered we weren't the only District
97 that NEMA had not paid. DM will explore the possibility of managing the "covered" mercury
98 lamps using Veolia, NEMA's contractor, and the "uncovered" lamps through Complete Recycling.
99 Currently, we only use Complete Recycling. We would save some money on the boxes, but a new
100 system for two vendors would have to be implemented, and staff would have to be trained in
101 sorting the lamps.

102 **d. Municipal Diversion Grant Applications –** None received.

103 **e. School Diversion Grant Applications –** None received.
104

105 **7. NEW BUSINESS (cont'd) –**

106 **c. Casella Waste Management Draft Agreement for Transport & Recycling, CY2020 –**

107 Casella (CWM) has informed us that they are switching from the "Urban Consumers – Northeast
108 Region" CPI to their own "Garbage and Trash" CPI for all new contracts, as they believe that it

109 tracks the ebb and flow of the waste industry better than the old CPI. The CPI increase for hauling
110 in the 2020 Transport & Recycling Agreement will therefore be 2.5%, for a new total of \$301/haul.
111 CWM also asked for Exhibit A, Para. B “Rate Escalator” to be deleted, as it pertains to a renewal
112 option using the old CPI. However, the CPI in the MSW Transport & Disposal Agreement will
113 continue to use the existing CPI formula, as it is bound by contract for two more years.

114 **Motion #5: TW moved to accept the one-year Casella Recycling Contract. BM**
115 **seconded the motion.**

116 **VOTE: Yes – 6 (BM, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**

117
118 **d. Amendment #2 to VT Standard Plan – NCER for Collection of E-Waste, CY2020 – TK**
119 **reported that no terms have changed; this is a one-year extension to the existing NCER contract.**

120 **Motion #6: TW moved to approve Amendment #2 to the VT Standard Plan - NCER**
121 **E-Waste Contract. SH seconded the motion.**

122 **VOTE: Yes – 6 (BM, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**

123
124 **e. ANR Asphalt Shingles Grant RFP – TK reported that we just received an application for a**
125 **new ANR grant for 60% of the cost of implementing asphalt shingle collection for recycling; the**
126 **deadline for applying is 12/18/19.**

127 **Motion #7: BM moved to authorize TK to apply for the ANR Asphalt Shingles**
128 **Grant. RR seconded the motion.**

129 **VOTE: Yes – 6 (BM, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**

130
131 **f. Report on 12/3/19 Annual Hauler Dinner – Attendance was low, despite Josh Kelly from**
132 **ANR presenting on critical recycling issues. It could be due to the earlier date during hunting**
133 **season. Some may have been busy plowing after the Monday snowstorm. We will reconsider how**
134 **to get haulers to attend this important event, which gives them a forum to discuss critical issues**
135 **happening in the solid waste industry. Perhaps a change in season or venue would help.**

136
137 **8. EXECUTIVE SESSION – None required.**

138
139 **9. CANCEL DECEMBER 19, 2019 BOARD OF SUPERVISORS MEETING –**

140 **Motion #8: TW moved to cancel the December 19th BOS meeting due to lack of**
141 **business. EM seconded the motion.**

142 **VOTE: Yes – 6 (BM, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**

143
144 **10. OTHER BUSINESS – None.**

145
146 **11. APPROVAL OF PAYMENTS – Invoices paid in November 2019 were reviewed and**
147 **approved.**

148
149 **12. ADJOURN –**

150 **Motion #9: EM moved to adjourn the meeting at 4:31 PM. SH seconded the motion.**

151 **VOTE: Yes – 6 (BM, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**

152
153 *I agree that this is an original of the December 11, 2019 minutes that were considered and approved*
154 *by the E.Bd at its meeting of _____.*

155
156
157 _____
158 *Teresa A. Kuczynski, District Clerk*
159
160