

1 **NOTE: These minutes are subject to review and modification by the ACSWMD Executive Board**  
2 **at its next regular meeting.**  
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4 **ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT**  
5 **EXECUTIVE BOARD MEETING MINUTES**

6 **July 13, 2022 4:30 PM**

7 **Virtual Meeting on ZOOM**  
8

9 **1. CALL TO ORDER** – Tim Wickland (TW), Board of Supervisors (BOS) Chair, called the meeting  
10 of the Executive Board (E.Bd) to order at 4:30 PM. Other E.Bd members present on Zoom: Deb Gaynor  
11 (DG), David Olson (DO), Diane Mott (DM), Cheryl Brinkman (CB), Randy Orvis (RO), and Bill Munoff  
12 (BM). Staff present: Teri Kuczynski (TK), District Manager; Don Maglienti (Don), Program Manager;  
13 Patti Johnson (PJ), Business Manager; and Gary Hobbs (GH), Transfer Station Supervisor. Guest: Mark  
14 Sperry, Esq., Langrock, Sperry & Wool, LLP.  
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16 **2. APPROVE THE AGENDA** –

17 **Motion #1: RO moved to approve the agenda. DO seconded the motion.**

18 **VOTE: Yes – 6 (DO, DM, RO, TW, CB, BM). No – 0. Abstain – 0.**  
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20 **3. APPROVE MINUTES OF JUNE 8, 2022, MEETING** –

21 **Motion #2: CB moved to approve the minutes of June 8, 2022. RO seconded the motion.**

22 **VOTE: Yes – 6 (DO, DM, RO, TW, CB, BM). No – 0. Abstain – 0.**  
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24 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.  
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26 **5. MANAGER REPORT** –

27 **a. Personnel** – The District interviewed an Eco AmeriCorps candidate who will hopefully come  
28 on board in the Fall to assist in public outreach and other waste diversion programs for a term of 11  
29 months. We are waiting to hear from AmeriCorps for the applicant’s response to our offer.

30 **b. Health & Safety** – The Transfer Station is currently undergoing a major paving project and a  
31 few other small projects for site improvements. Signs have been posted to warn the public of  
32 possible traffic redirection or delays, with the goal of protecting the safety of employees and  
33 visitors.

34 **c. Amendment to Purchase of Stake Body Truck** – In November 2021, the BOS went out to  
35 bid and approved the purchase of a new stakebody truck from Heritage Ford for \$40,000. The main  
36 purpose of the truck was to transport the new food scrap toter washer system. This purchase was  
37 part of the MMI grant awarded by the VT Department of Environmental Conservation (DEC) on  
38 May 11, 2021. The grant amount earmarked for this truck was 40%, or \$16,000. Since the bid was  
39 awarded, equipment supply shortages have caused a continuous delay in delivery of a new  
40 stakebody truck until 2023, past the March 2023 deadline to submit all invoices to DEC for grant  
41 reimbursement. GH and Heritage Ford have been trying to find another stakebody truck, as the need  
42 is great to have a truck to haul the new food scrap toter washer equipment that arrived in April.  
43 Heritage Ford has a Super Duty 2022 F250 SRW available that would almost fit the original specs.  
44 Unfortunately, due to inflation and a short supply of vehicles in the market, the price is now  
45 \$45,765. We must make a quick decision to purchase, as the vehicle will not be on the lot for long  
46 before selling to another buyer. The extra costs of \$699 for rustproofing and \$3,525 for extended  
47 warranty would have also been extra costs for the stakebody truck. Staff is asking the E.Bd to  
48 authorize an emergency approval of this truck at a higher price than the grant submittal.

49 **Motion #3: RO moved to authorize staff to make an emergency purchase of the Ford**  
50 **pickup truck at an amended purchase price from the prior-approved stakebody truck.**

51 **DO seconded the motion.**

52 **VOTE: Yes – 7 (DO, DM, RO, TW, CB, BM, DG). No – 0. Abstain – 0.**  
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54 **6. FINANCIAL REPORTS** –

55 **a. May 2022 Financial Report** – PJ presented the May Financials showing a (\$146,756) net loss  
56 in the General Fund (GF). The loss was due to the approved transfer of \$200K from the GF into the  
57 Capital Reserve Fund (CRF). The May MSW/C&D tonnage of 2,498 tons was 573 tons higher than  
58 May 2021, and YTD tonnage of 9,006 tons was 646 tons higher than YTD 2021. May 2022  
59 transactions were 5,866, and YTD transactions of 21,082 were 2,386 lower than the YTD 2021. As  
60 for tires, 61.93 tons of tires were disposed of in May, and YTD 144.54 tons was 33.77 tons higher  
61 than YTD 2021. Food waste hauled out in May was 8.78 tons, bringing YTD total to 22.36 tons, or  
62 13.52 tons lower than YTD 2021. The Transfer Station received 351 tons of Single Stream  
63 Recyclables in May, with 1,720 tons YTD.

64 **b. May 2022 Single Stream Recycling Report** – The Transfer Station delivered 351.78 tons to  
65 the Materials Recovery Facility (MRF) in May. The May processing fee was \$57/ton, down from  
66 \$62/ton last month. PJ added a line for “fuel surcharge fees” that are now being charged due to the  
67 high increase in diesel prices, which totaled \$1,181 YTD as of May. YTD net gain was \$26,839.56.

68 **c. Municipal Diversion Grant Applications** – N/A

69 **d. School Diversion Grant Applications** – N/A

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71 **7. NEW BUSINESS –**

72 **a. Proposals for Household Hazardous Waste Services at the District HazWaste Center** –  
73 Don summarized the responses received for the recent request for proposals for transportation and  
74 disposal of household hazardous waste (HHW) and hazardous waste from Very Small Quantity  
75 Generators (VSQGs). The District received four responses, which were relatively competitive with  
76 each other. Don noted that the current contractor has provided reliable service, but there have been  
77 some considerable price increases included within these proposals. Given the variability of pricing  
78 overall, and considering the pricing of certain, more common waste streams, Don suggested that the  
79 BOS consider an approach that has been used successfully in the past by the Chittenden Solid  
80 Waste District, which is to award contracts to two of the respondents. This would allow the District  
81 the opportunity to ship certain larger-quantity waste profiles to the company that offers  
82 substantially lower pricing, effectively splitting the waste shipments between the two companies  
83 and saving the District on overall disposal costs.

84 **Motion #4: DG moved to recommend to the full BOS that Don be given the discretion to**  
85 **split the HHW contract up to 3 separate companies. DM seconded the motion.**

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87 **Motion #5: BM moved to amend Motion #4 to recommend to the full BOS that Don be**  
88 **given the discretion to split different aspects of the HHW contract between US Ecology**  
89 **and Clean Harbors. RO seconded the motion.**

90 **VOTE: Yes – 7 (DO, DM, RO, TW, CB, BM, DG). No – 0. Abstain – 0.**

91 **VOTE on amended Motion #4: Yes – 7 (DO, DM, RO, TW, CB, BM, DG). No – 0.**  
92 **Abstain – 0.**

93 **b. Summary of Findings – 2022 SWIP Report** – DM outlined the recent annual Solid Waste  
94 Implementation Plan (SWIP) Report, which was due to DEC this past July 1. This report was  
95 somewhat simpler to complete in that it did not include the calculation of the District diversion  
96 rate. Although the DEC has removed the diversion rate requirement for all Statewide SWIP  
97 reporting, the District has still committed to calculating this number every other year for planning  
98 purposes. The 2022 SWIP report included the CY2021 per capita disposal rate of 2.11 lbs. per  
99 person per day, and summaries of the District’s efforts toward school outreach, business outreach,  
100 HHW collection, special event recycling, and various additional waste diversion efforts in 2021.

101 **c. Update on Purchase & Sale Agreement, Design & Permitting – New Haven** – The District will  
102 present its Regional Residential Solid Waste Transfer Station application to the New Haven  
103 Development Review Board at the DRB public hearing on Monday, July 18, at 7:30 PM. (Mark  
104 Sperry, Esq. arrived at 5:35.)

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106 **8. EXECUTIVE SESSION – For confidential attorney-client communications made for the**  
107 **purpose of providing legal services to the body.**

108 **Motion #6: DM moved to enter into Executive Session at 5:38 PM.**

109 **VOTE: Yes – 7 (DO, DM, RO, TW, CB, BM, DG). No – 0. Abstain – 0.**

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The E.Bd came out of Executive Session at 6:16 PM.

**9. AGENDA ITEMS FOR JULY 21, 2022 BOS MEETING** – HHW Services Contract Award, New Haven Update & Report on DRB hearing, Green Up Day Update, 2022 SWIP Report Summary, Truck Purchase Update, Recruitment of Field Days volunteers.

**10. OTHER BUSINESS** – CB would like to make a formal acknowledgment and appreciation of Teri Kuczynski’s 20 years of service to the District. The Chair suggested that at the annual retreat in September, the BOS consider ways to honor this achievement.

**11. APPROVAL OF PAYMENTS** –

**Motion #7: CB moved that the E.Bd has reviewed and approved the summary of payments of the District for June 2022. RO seconded the motion.**

**VOTE: Yes – 7 (DO, DM, RO, TW, CB, BM, DG). No – 0. Abstain – 0.**

**12. ADJOURN** –

**Motion #8: BM moved to adjourn the meeting at 6:23 PM. RO seconded the motion.**

**VOTE: Yes – 7 (DO, DM, RO, TW, CB, BM, DG). No – 0. Abstain – 0.**

*I agree that this is an original of the July 13, 2022 minutes that were considered and approved by the E.Bd at its meeting of \_\_\_\_\_.*

\_\_\_\_\_

*Teresa A. Kuczynski, District Clerk*