

1 **NOTE: These minutes are subject to review and modification by the ACSWMD Executive Board at**  
2 **its 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 **November 13, 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 3:01 PM. Other E.Bd members present: Bill  
13 Munoff (BM), Bill Kernan (BK), Richard Reed (RR), Steve Huffaker (SH), Eric Murray (EM)  
14 and Tim Wickland (TW). Staff present: Teri Kuczynski (TK), District Manager; Don Maglienti  
15 (DM), Programs Manager; Patti Johnson (PJ), Business Manager. Guest: Shane Mullen from  
16 Weston & Sampson.

17  
18 **2. APPROVE THE AGENDA –**

19 **Motion #1: RR moved to approve the agenda. EM seconded the motion.**

20 **VOTE: Yes – 7 (BM, BK, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**  
21

22 **3. APPROVE MINUTES OF OCTOBER 9, 2019 MEETING –**

23 **Motion #2: EM moved to approve the minutes of October 9, 2019. RR**  
24 **seconded the motion.**

25 **VOTE: Yes – 7 (BM, BK, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**  
26

27 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.  
28

29 **5. MANAGER REPORT –**

30 **a. Personnel** – No news to report.

31 **b. Health & Safety – Rising BLS injury/illness rate for waste collection workers in**  
32 **2018** – TK will bring the statistics to the next meeting.  
33

34 **6. FINANCIAL REPORTS –**

35 **a. September 2019 Financial Report** – September showed a net loss of (\$6,855) in the  
36 General Fund. The Transfer Station collected 2,073 tons in September, an increase of 234  
37 tons over Sept 2018. YTD accumulated is 17,380 tons, an increase of 1,018 tons over this  
38 time last year. There were 5,381 transactions at the Tr. St. – 196 higher than Sept 2018, but  
39 313 fewer YTD in 2019.  
40

41 **b. September Single Stream Recycling Report** – The September processing fee at the  
42 MRF remained steady at \$105/ton. With a record YTD high of 1,661 tons of single stream  
43 recyclables at the Transfer Station, the District's YTD net loss was (\$43,248).  
44

45 **c. Approve Overage in “Programs” for Bulk Order of Compost Bins & Green Cones –**  
46 **Motion #3: BM moved to approve authorizing the District Manager to spend**  
47 **overage on Compost Bins in the approved Programs budget. EM seconded the**  
48 **motion.**

49 **VOTE: Yes – 7 (BM, BK, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**  
50

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

52 **e. School Diversion Grant Applications** – None received.  
53

54 **7. NEW BUSINESS –**

November 13, 2019 – Exec. Bd. Mins.

55 **a. Report on Investigation of USFS property – presentation by Shane Mullen, Weston**

56 **& Sampson** – Shane Mullen presented a summary of the investigation of the US Forest  
57 Service property. They partnered with Weimann Lamphere Architects to examine the  
58 buildings on the site. The office building has a potential for a variety of uses such as a  
59 conference room for meetings and classes for the public. Another building has the potential  
60 for use as a HazWaste Center. The third structure is a pole barn with storage capacity. The  
61 site contains an entrance onto Rt. 7, although we would require a ROW on the Town’s  
62 driveway to the north to allow for exiting of large tractor-trailers if the volume of HazWaste  
63 warrants use of a larger truck. TK reminded the E.Bd that the 2020 Annual Budget includes  
64 funds for the design of a HazWaste Center by an expert in the field who could provide a  
65 conceptual design with more accurate cost estimates. Shane said that after the design is  
66 completed, the existing building on the USFS property might be razed and a new building  
67 constructed in its place. The main cost will be with an access road that would require blasting  
68 bedrock to get from the USFS property to the Transfer Station. TK mentioned that the site  
69 could have potential uses as a stand-alone property without connecting the two sites. She told  
70 the E.Bd that although this work was low-priority in the sewerage reconstruction contract,  
71 Shane was able to complete it for the BOS this year. The Chair thanked Shane and asked the  
72 E.Bd about next steps. It was agreed that the E.Bd was not yet ready to present this to the full  
73 BOS and would like to explore other options that might be more cost-effective.  
74

75 **b. Casella Waste Management Draft Agreement for Transport & Recycling, CY 2020–**

76 TK is awaiting clarification on the Consumer Price Index (CPI) Table used to establish the  
77 increase in the draft Transport & Recycling Agreement, and the reason why it is so much  
78 higher than the CPI Table used to adjust the Transport & Disposal Agreement. TW clarified  
79 that this is a new agreement, not an extension of the 2019 agreement. The E.Bd tabled the  
80 discussion until they received an explanation of the proposed CPI rate increases.  
81

82 **c. Draft Police Service Contract with Addison County Sheriff’s Dept. for CY2020 –**

83 This contract is for enforcement of the District’s Illegal Burning & Disposal Ordinance. TK  
84 reported that the maximum value of the contract will remain at \$8,000, even with the addition  
85 of Salisbury to the service area. The Sheriff increased the hourly rate from \$40/hr to \$42/hr  
86 and changed the \$0.58/mile rate for mileage reimbursement to “the IRS per-mile rate in effect  
87 on January 1, 2020 for mileage . . .” The protocols will remain the same for 2020.

88 **Motion #4: RR moved to recommend to the full BOS to approve the Sheriff’s**  
89 **contract for 2020. EM seconded the motion.**

90 **VOTE: Yes – 7 (BM, BK, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**

91  
92 **d. Proposed Adjustments to 2020 Annual Budget for Public Hearing on 11/21/19 –**

93 TK explained the handout of possible changes to the 2020 Annual Budget for the E.Bd’s  
94 recommendation to the full BOS on 11/21/19. One of the adjustments would be to add a  
95 new rate for baled film plastic. DM reported that District staff has been working with  
96 Cabot in Middlebury to improve diversion of their waste materials, and there have been  
97 ongoing discussions about recycling the thin-film plastic that they generate. Their hauler is  
98 offering to sell them a baler in order to manage the amount of film plastic they generate  
99 per month. Cabot inquired about the possibility of sending these finished bales to the  
100 Northwest Solid Waste District along with our film recycling program. Since the material  
101 would be transported in the District box truck, we would need a rate established for baled  
102 product of this type. DM proposed a rate of \$50 per bale delivered to our facility to cover  
103 the cost of adding these bales to existing loads of material headed north. Green cone prices  
104 have gone up; we therefore propose increasing the rate from \$125/each to \$135/each. The  
105 major increase in cost will be for food scrap collection and recycling transport.  
106

107 **e. Agricultural Plastic Recycling Pilot Project, AAFM –** DM described a new  
108 statewide initiative, begun in mid-October, to gain an understanding of the issues around  
109 recycling or otherwise diverting various types of agricultural (Ag) plastic from the

110 landfill. The initiative created an Ag Plastics Working Group, which was convened at the  
111 instruction of the VT Agency of Agriculture, Food and Markets (AAFMD) Deputy  
112 Secretary Alyson Eastman. Included within the Working Group of roughly 15 people from  
113 government and industry are three Solid Waste Districts: the Northeast Kingdom District,  
114 the Northwest District, and ACSWMD. Of note, according to the AAFMD, the ACSWMD  
115 is the second highest generator of bale wrap plastic in the State (at around 330 tons per  
116 year). The Group is tasked with developing a strategy to move forward with diverting  
117 more Ag plastics, including bale wrap, silage covers and maple sap tubing. The Group will  
118 produce a report of recommendations to legislators for the 2020 session. The Group will  
119 also be evaluating the use of funding from the VT Working Lands Grant Program. TK  
120 included this item on the agenda to let the E.Bd know that the ACSWMD may want to be  
121 involved in a potential pilot collection program or other local Ag film initiative, provided  
122 that there is no funding required from the District at this time. TK will come back to the  
123 E.Bd for any approvals for funding prior to making a financial commitment.

124  
125 **f. RSVP Reminder: Annual Hauler Dinner on 12/3/19** – To be held at the American  
126 Legion on Boardman Street in Middlebury, Tuesday, Dec. 3d at 5:00 PM – 7:00 PM. Josh  
127 Kelly, Materials Management Section Chief and Emma Stuhl of the DEC Solid Waste  
128 Program will be providing updates on solid waste regulatory changes/ deadlines and will  
129 be available to answer questions that the haulers, BOS members and staff may have.

130  
131 **8. EXECUTIVE SESSION** – None required.

132  
133 **9. AGENDA ITEMS FOR NOVEMBER 21, 2019 BOS MEETING** – Public Hearing on  
134 2020 Annual Budget, with E.Bd recommendation for changes. AC Sheriff's Contract for 2020.  
135 Update on Transfer Station permitting and construction project.

136  
137 **10. OTHER BUSINESS** – None.

138  
139 **11. APPROVAL OF PAYMENTS** – Invoices paid in October 2019 were reviewed and  
140 approved.

141  
142 **12. ADJOURN** –

143 **Motion #5: EM moved to adjourn the meeting at 4:30 PM. RR seconded the**  
144 **motion.**

145 **VOTE: Yes – 7 (BM, BK, SH, RR, EM, TW, CB). No – 0. Abstain – 0.**

146  
147 *I agree that this is an original of the November 13, 2019 minutes that were considered and*  
148 *approved by the E.Bd at its meeting of \_\_\_\_\_.*

149  
150  
151 \_\_\_\_\_  
152 *Teresa A. Kuczynski, District Clerk*  
153  
154