

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

3
4 **ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT**
5 **EXECUTIVE BOARD MEETING MINUTES**

6 **October 13, 2021 4:30 PM**

7 **ACSWMD Office Conference Room**

8 **1223 Rt. 7 South, Middlebury, VT 05753**

9 **AND Virtual Meeting on ZOOM**

10
11 **1. CALL TO ORDER** – Tim Wickland (TW), Board of Supervisors (BOS) Chair, called the meeting
12 of the Executive Board (E.Bd) to order at 4:32 PM. Other E.Bd members present on the call: Bill Munoff
13 (BM), Cheryl Brinkman (CB), Randy Orvis (RO), and David Olson (DO). Staff present: Teri Kuczynski
14 (TK), District Manager; Patti Johnson (PJ), Business Manager; Don Maglienti, Program Manager (DM);
15 and Gary Hobbs (GH), Transfer Station Supervisor.

16
17 **2. APPROVE THE AGENDA –**

18 **Motion #1: DO moved to approve the agenda. CB seconded the motion.**

19 **VOTE: Yes – 4 (BM, DO, CB, TW). No – 0. Abstain – 0.**

20
21 **3. APPROVE MINUTES OF SEPTEMBER 8, 2021 MEETING –**

22 **Motion #2: CB moved to approve the minutes of September 8, 2021. DO seconded the**
23 **motion.**

24 **VOTE: Yes – 4 (BM, DO, CB, TW). No – 0. Abstain – 0.**

25
26 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.

27
28 **5. MANAGER REPORT –**

29 **a. Personnel** – The District has hired Gene Pouliot for the Transfer Station Operator II position.
30 The priority will be training Gene in the HazWaste Center. Also, the District has a full schedule of
31 training coming up for staff, including RCRA, Fire Prevention and HAZWOPER.

32 **b. Health & Safety – COVID-19 Response Updates, MBI Damage Claims – COVID-19.** We
33 are continuing to require nonvaccinated visitors to wear a mask and for anyone with symptoms to
34 avoid the office. We are also asking yard staff and customers to wear a mask when within six feet
35 of others. TK encouraged staff to obtain a booster shot when they are available, and that the District
36 will give them time off to get the shot and to stay home the day after if they do not feel well. **MBI.**
37 MBI has begun a new policy in its new subcontract with Casella (CWM) that the District must pay
38 for damages to any of its new trailers, including normal wear and tear that results from loading the
39 trailers with trash and C&D. MBI has invoiced us for about \$1K for alleged damage in Sept. In a
40 conference call with Randy Dapron and Bill Hubbard of CWM, TK protested MBI's giving us new
41 53' trailers that do not fit correctly in our tip building bays and asked for 48' trailers. TK instructed
42 yard staff to take photos of each empty trailer when it arrives before filling the trailer, and to be
43 more focused on avoiding damage v. focusing on maximizing the trailer weights.

44 **c. Casella acquisition of Grow Compost on 9/1/21** – On 9/1/2021, CWM purchased Grow
45 Compost's food scrap collection routes in Addison County. Grow Compost has asked to be
46 removed from the District's licensed hauler list.

47 **d. Board of Supervisors – death of former New Haven rep., Board vacancies** – TK regretfully
48 reported the passing of Megan Battey, the former Alternate from New Haven on the BOS. The
49 Chair will mention it at the BOS meeting. BOS Supervisor vacancies: Cornwall and Salisbury
50 (Jonathan Blake resigned but might consider serving as an alternate).

51
52 **6. FINANCIAL REPORTS –**

53 **a. August 2021 Financial Report** – PJ presented the August Financials showing a net gain of
54 \$37,801. August tonnage of 1,956 was 135 tons lower than the 2020 total of 2,100. Total YTD
55 tonnage of 14,923 is 289 tons higher than YTD tonnage in August 2020. August 2021 received

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56 5,726 transactions, fewer than in August 2020, but overall YTD transactions are higher at 41,576 v.
57 37,438 in August 2020. We disposed of 21.67 tons of tires v. the 40 tons in August 2020. Food scraps
58 continued to increase from 7.41 tons in August 2020 to 15 tons in August 2021. YTD food scrap
59 tonnage was 60.49 tons, much higher than the 28.70 YTD tons in 2020.

60 **b. August 2021 Single Stream Recycling Report** – In August, the Transfer Station received 395.59
61 tons of single stream recyclables. The August 2021 YTD tonnage was 3,047.78. The single stream
62 recycling processing fee decreased to \$25/ton, resulting in a YTD net gain of \$128,938.34.

63 **c. Recycling Market News** – There have been several misleading online posts recently, not
64 necessarily targeting the District, but spreading false information about how recyclables are being
65 landfilled and not recycled. The District will continue to dispute these claims through education and
66 information posts. Staff will share with the BOS Michelle Morris’s presentation re: the CSWD’s
67 MRF, refuting those false rumors.

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

69 **e. School Diversion Grant Applications** – None received.

70
71 **7. NEW BUSINESS** –

72 **a. Recommendation to Switch from Complete Recycling to Veolia for recycling of covered**
73 **lamps under the VT Mercury Lamp Law** – DM outlined the details of an upcoming change in the
74 District’s method for managing mercury-containing fluorescent lamps. Since the product
75 stewardship program for lamps began in VT in 2012, we have been sending all lamps, including
76 both “covered” and “non-covered” lamps, to Complete Recycling Solutions (CRS). Once we
77 receive the invoice, we are required to send a reimbursement request to the product stewardship
78 organization (PRO) so that we can recover the cost of accepting the covered lamps from the public
79 at no charge. With this arrangement, the District cannot recover the cost of packaging or the
80 transportation fees for covered lamps. DM is preparing to begin sending all covered lamps to
81 Veolia, which is the PRO-selected contractor under the VT lamp program. This would save the
82 District the cost of purchasing packaging for covered lamps, since Veolia provides this at no
83 charge, and would also reduce the cost of stop-fees, since fewer pick-ups from CRS would be
84 required. All non-covered lamps would continue to be picked up by CRS.

85 **Motion #3: BM moved to authorize staff to switch from Complete Recycling to Veolia**
86 **for recycling of covered lamps under the VT Mercury Lamp Law. CB seconded the**
87 **motion.**

88 **VOTE: Yes – 5 (BM, DO, RO, CB, TW). No – 0. Abstain – 0.**

89
90 **b. Notification of rate increases in CY2022: Casella disposal/hauling rate increase for**
91 **MSW/C&D disposal, US Ecology (formerly ENPRO) rate increase for HHW disposal – Casella**
92 **Rate Increase**. On Oct. 15th, CWM proposed a 6.5% increase to the District in CY2022 for a new
93 MSW/C&D transport and disposal agreement. The District had budgeted 4.3% based on the current
94 Bureau of Labor Statistics Solid Waste year-over-year price increases. CWM has been absorbing a
95 14% increase in 2021, the last year of our transport & disposal agreement, due to higher tip fees at the
96 landfill and rising fuel prices, as costs continue to rise across the nation for goods and services. **US**
97 **Ecology Notice of Price Increase**. DM described a recent notification from US Ecology that all
98 disposal pricing within their company will be increasing by 9.5% for all its customers. This notice
99 was received after the draft budget had already been approved. The District is currently under
100 contract with US Ecology until July 2022, and DM confirmed that the company will continue to
101 honor this contract pricing until it expires next year. DM estimated a potential budget impact during
102 CY2022 of approximately \$10,000 if the District were to continue with US Ecology with this mid-
103 year price increase applied to a new contract. DM mentioned that he will begin negotiating contract
104 terms with US Ecology early next year and will provide an update to the BOS at that time about
105 possible contract extension options or the issuance of another RFP.

106
107 **c. Decision on Recommendation to BOS to amend its draft 2022 Annual Budget at the Oct. 21st**
108 **meeting –**

109 **Motion #4: RO moved to recommend to the full BOS to amend its draft 2022 Annual**
110 **Budget at the Oct. 21st meeting. BM seconded the motion.**

111
112 Due to the substantial increases mentioned above, TK is asking the E.Bd to consider amending the
113 CY2022 Draft budget, originally approved by the BOS on 9/19/2021, to include the extra costs the
114 District will incur. The BOS can make these changes next week or wait until its November public
115 hearing on the budget. From a hauler and a member town's perspective, it might be better to have
116 more notice of the rate increase as they prepare their budgets. The proposed MSW/C&D disposal
117 rate at the Transfer Station would increase from \$131/ton to \$134/ton, and the minimum fee would
118 be raised from \$8/load to \$9/load, to cover the additional expenses. The E.Bd recommends
119 increasing the disposal rate to \$135/ton. TK will make the change in the proposed draft budget for
120 the BOS consideration at its Oct. 21st meeting.

121 **VOTE: Yes – 5 (BM, DO, RO, CB, TW). No – 0. Abstain – 0.**

122
123 **d. Review of credit system at Transfer Station for licensed commercial haulers and contractors**
124 – TK showed the E.Bd where language in the Policy Implementing the Waste Management
125 Ordinance, Section D, "Establishment and Payment of Fees and Surcharges" could be clarified. Also,
126 the period for paying to replenish funds in a hauler or contractor's draw-down account at the Transfer
127 Station would be increased to 7 days.

128 **Motion #5: CB moved to recommend to the full BOS to amend its Policy Implementing**
129 **the Waste Management Ordinance with the proposed modifications to the credit and**
130 **collection policy. BM seconded the motion.**

131 **VOTE: Yes – 4 (BM, DO, CB, TW). No – 0. Abstain – 1 (RO).**

132
133 **e. Discussion of Policy Reviews needed: Personnel Policies; Conflict of Interest Policy;**
134 **Purchasing Policy; Policy Implementing the Waste Management Ordinance** – TK asked the E.Bd
135 how they would like to consider a review and updates to some of its policies, i.e., whether a Policy
136 Committee is needed or the E.Bd would have time to review. E.Bd members were of the opinion that
137 the E.Bd could handle review of these policies, one at a time.

138
139 **8. EXECUTIVE SESSION – For the purpose of discussing negotiation of a purchase & sale**
140 **agreement of property –**

141 **Motion #6: CB moved to enter into executive session for the purpose stated above in the**
142 **agenda at 5:50 PM. RO seconded the motion.**

143 **VOTE: Yes – 5 (BM, DO, RO, CB, TW). No – 0. Abstain – 0.**

144 The E.Bd came out of executive session at 6:49 PM.

145
146 **9. AGENDA ITEMS FOR OCTOBER 21, 2021 BOS MEETING** – August financials, recycling
147 market presentation (Program Manager), proposed amendment to draft 2022 annual budget, and proposed
148 amendment of Section D of the Policy Implementing the WMO.

149
150 **10. OTHER BUSINESS** – None.

151
152 **11. APPROVAL OF PAYMENTS** – The lists of payments, signed by the Chair, were approved.

153
154 **12. ADJOURN** –

155 **Motion #7: BM moved to adjourn the meeting at 6:08 PM. RO seconded the motion.**

156 **VOTE: Yes – 5 (BM, DO, RO, CB, TW). No – 0. Abstain – 0.**

157
158 *I agree that this is an original of the October 13, 2021 minutes that were considered and approved by the*
159 *E.Bd at its meeting of _____.*

160
161 _____
Teresa A. Kuczynski, District Clerk