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
October 13, 2021 4:30 PM
ACSWMD Office Conference Room
1223 Rt. 7 South, Middlebury, VT 05753
AND Virtual Meeting on ZOOM

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

2. APPROVE THE AGENDA –
   Motion #1: DO moved to approve the agenda. CB seconded the motion.
   VOTE: Yes – 4 (BM, DO, CB, TW). No – 0. Abstain – 0.

3. APPROVE MINUTES OF SEPTEMBER 8, 2021 MEETING –
   Motion #2: CB moved to approve the minutes of September 8, 2021. DO seconded the motion.
   VOTE: Yes – 4 (BM, DO, CB, TW). No – 0. Abstain – 0.

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

5. MANAGER REPORT –
   a. Personnel – The District has hired Gene Pouliot for the Transfer Station Operator II position. The priority will be training Gene in the HazWaste Center. Also, the District has a full schedule of training coming up for staff, including RCRA, Fire Prevention and HAZWOPER.
   b. Health & Safety – COVID-19 Response Updates, MBI Damage Claims – COVID-19. We are continuing to require nonvaccinated visitors to wear a mask and for anyone with symptoms to avoid the office. We are also asking yard staff and customers to wear a mask when within six feet of others. TK encouraged staff to obtain a booster shot when they are available, and that the District will give them time off to get the shot and to stay home the day after if they do not feel well. MBI. MBI has begun a new policy in its new subcontract with Casella (CWM) that the District must pay for damages to any of its new trailers, including normal wear and tear that results from loading the trailers with trash and C&D. MBI has invoiced us for about $1K for alleged damage in Sept. In a conference call with Randy Dapron and Bill Hubbard of CWM, TK protested MBI’s giving us new 53’ trailers that do not fit correctly in our tip building bays and asked for 48’ trailers. TK instructed yard staff to take photos of each empty trailer when it arrives before filling the trailer, and to be more focused on avoiding damage v. focusing on maximizing the trailer weights.
   c. Casella acquisition of Grow Compost on 9/1/21 – On 9/1/2021, CWM purchased Grow Compost’s food scrap collection routes in Addison County. Grow Compost has asked to be removed from the District’s licensed hauler list.
   d. Board of Supervisors – death of former New Haven rep., Board vacancies – TK regretfully reported the passing of Megan Battey, the former Alternate from New Haven on the BOS. The Chair will mention it at the BOS meeting. BOS Supervisor vacancies: Cornwall and Salisbury (Jonathan Blake resigned but might consider serving as an alternate).

6. FINANCIAL REPORTS –
   a. August 2021 Financial Report – PJ presented the August Financials showing a net gain of $37,801. August tonnage of 1,956 was 135 tons lower than the 2020 total of 2,100. Total YTD tonnage of 14,923 is 289 tons higher than YTD tonnage in August 2020. August 2021 received
5,726 transactions, fewer than in August 2020, but overall YTD transactions are higher at 41,576 v.
37,438 in August 2020. We disposed of 21.67 tons of tires v. the 40 tons in August 2020. Food scraps
continued to increase from 7.41 tons in August 2020 to 15 tons in August 2021. YTD food scrap
tonnage was 60.49 tons, much higher than the 28.70 YTD tons in 2020.

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

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

d. Municipal Diversion Grant Applications – None received.

e. School Diversion Grant Applications – None received.

7. NEW BUSINESS –

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

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

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

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

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

Motion #4: RO moved to recommend to the full BOS to amend its draft 2022 Annual
Budget at the Oct. 21st meeting. BM seconded the motion.
Due to the substantial increases mentioned above, TK is asking the E.Bd to consider amending the CY2022 Draft budget, originally approved by the BOS on 9/19/2021, to include the extra costs the District will incur. The BOS can make these changes next week or wait until its November public hearing on the budget. From a hauler and a member town’s perspective, it might be better to have more notice of the rate increase as they prepare their budgets. The proposed MSW/C&D disposal rate at the Transfer Station would increase from $131/ton to $134/ton, and the minimum fee would be raised from $8/load to $9/load, to cover the additional expenses. The E.Bd recommends increasing the disposal rate to $135/ton. TK will make the change in the proposed draft budget for the BOS consideration at its Oct. 21st meeting.

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

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

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


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

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

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

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

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

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

10. OTHER BUSINESS – None.

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

12. ADJOURN –

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

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

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

_____________________________
Teresa A. Kuczynski, District Clerk