ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT EXECUTIVE BOARD MEETING MINUTES August 9, 2023, 4:30 PM 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 4:30 PM. Other E.Bd members present on Zoom: Bill Munoff (BM), Deb Gaynor (DG), David Olson (DC) and Cheryl Brinkman (CB), Present in person: Diane Mott (DM). Staff present: Teri Kuczynski (TK), District Manager; Patti Johnson (PJ), Business Manager. 4. APPROVE THE AGENDA – Motion #1: DO moved to approve the agenda. DM seconded the motion. VOTE: Yes – 5 (BM, DM, DO, CB, TW), No – 0. Abstain – 0. 3. APPROVE MINUTES OF JULY 12, 2023 MEETING – Motion #2: DO moved to approve the minutes of July 12, 2023. DM seconded the motion. VOTE: Yes – 5 (BM, DM, DO, CB, TW), No – 0. Abstain – 0. 4. PUBLIC COMMENT PERIOD – The Chair opened the public comment period. 5. MANAGER REPORT – Randy Orvis, BOS Rep. for the Town of Shoreham and E.Bd member will be missing meetings for some time into the future due to illness. There is no alternate for the Town. Legislative Update – The legislative session is over; no new action to report. 6. FINANCIAL REPORTS – a. June 2023 Financial Report – PJ presented the June Financials showing a net gain of \$57,760. June 2023 tonnage of 2,208 was 232 tons below June 2022. YTD tonnage was 351 tons lower than YTD2022. The total of 6,261 transactions in June 2023 was 292 higher than in 2022, and YTD 2023 transactions of 30,215 were 3,164 higher than YTD2022. The tons were 41 tons higher than YTD2022. The 10 man, 38 tons of tires were hauled, and YTD2023, the 188 tons collected were 44 tons lower than YTD2022. Port tons higher than June 2023, the Transfer Station in June, 2033 were 12 tons higher than June 2022. The 141 YTD tons were 41 tons higher than YTD2022. The man, 38 tons of tires were hauled, and YTD2023, the 188 tons of single stream recyclables to the CWM MKF in Ru	1 2	NO	TE: These minutes are subject to review and modification by the ACSWMD Executive Board at its next regular meeting.
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53 VOTE: YES – 6 (BM, DO, DM, DG, CB, TW) No – 0. Abstain – 0. 54			
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	55		b. Request for Bids Issued for Single-Stream Recyclables Transport to MRF-

- 56 TK issued a Request for Bids (RFB) for the transport of single stream recyclables from the District 57 Transfer Station to the Chittenden SWD for CY2024. Their Materials Recovery Facility (MRF) 58 processing fee is \$85/ton. Bids are due on Sept. 8. 59 c. New Haven Regional Residential Transfer Station Updates – No updates due to weather. The 60 site is simply too wet due to the torrential downpour in Addison County last week. 61 d. Preliminary Discussion - CY2024 Annual Budget - Current assumptions: 62 - Compensation: 1.8% COLA (CPI-U New England Division) and 2.5% merit. E.Bd would like to see 63 a new job classification scale created. TK will include some funds to complete that task in CY2024. 64 (Discuss individual employee salaries in executive session). No new positions will be added. Benefits: 65 13.3% BC/BSVT increase. Reduce HRA to match the plan deductible, **HHW** financial relief from the 66 Extended Producer Responsibility (EPR) law passed this session should be coming at the end of CY2024. **Pesticide grant**: The new AAFM grant just received will continue until 6/30/2024 (State 67 68 fiscal year). We are assuming that some type of grant will be provided on 7/1/2024. **New Haven** 69 **Regional Residential Transfer Station**: Phase 1 will be staffed by a private hauler in CY2024. Phase 70 2, and possibly Phase 3, construction will begin in CY2025. Engineer final design & permitting of 71 Phase 2 and Phase 3 will be budgeted at \$160,000 in CY2024. Staff will look into a bond vote for Phase 72 2 and Phase 3 using the engineer's estimate of probable cost. 73 e. Annual BOS Retreat on Sept. 21 at Middlebury VFW – This will be the first in-person BOS 74 retreat since 2020. Dinner will be provided. The meeting will begin at 4:00 PM, with a break for dinner. 75 Assuming the E.Bd is able to reach a quorum at its Sept. meeting, the first draft of the CY2024 Annual 76 Budget will be ready for the BOS meeting. The BOS also has Oct. to adopt a draft budget. 77 78 8. **EXECUTIVE SESSION -**79 Motion #4: DM moved to enter into executive session for the purpose of discussing personal 80 employee compensation information. DO seconded the motion. 81 VOTE: YES -6 (BM, DO, DM, DG, CB, TW) No -0. Abstain -0. 82 Motion #5: BM moved to enter into executive session for the stated purpose. CB seconded 83 the motion. 84 VOTE: YES -6 (BM, DO, DM, DG, CB, TW) No -0. Abstain -0. 85 The E.Bd entered into executive session at 5:06 PM and exited executive session at 5:20 PM. 86 87 9. AGENDA ITEMS FOR AUGUST 17, 2023, BOARD OF SUPERVISORS MEETING -88 Motion #6: BM moved to cancel the August BOS meeting due to lack of business, DO 89 seconded the motion. 90 VOTE: YES -6 (BM, DO, DM, DG, CB, TW) No -0. Abstain -0. 91 92 OTHER BUSINESS -10. 93 94 nothing we can do until we know the vacancy is permanent. If so, the BOS is obligated to fill the position as 95 96 town drop-offs and volumes received. 97 98 11. APPROVAL OF PAYMENTS FOR JUNE – CB would like the E.Bd to consider having the full 99 E.Bd review the invoices prior to the Chair signing off on them. The Chair thought this might be 100 101 the original invoices. BM added that he calls the office if he has any questions on the copies. 102 Motion #7: DO moved to approve the June payments. DG seconded the motion. 103
 - **CB Vacancy policy CB** referred to the BOS Charter. With respect to a vacancy on the E.Bd, there is soon as possible. **DG re Town Drop-offs** – DG would like to add to the Sept. agenda a discussion of the cost of
 - cumbersome, with so many invoices. He suggested that individual E.Bd members visit the office to review

VOTE: Yes -5 (BM, DO, DM, DG, TW). No -0. Abstain -1 (CB).

12. ADJOURN -

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Motion #8: BM moved to adjourn the meeting at 5:40 PM. DO seconded the motion. **VOTE:** Yes -6 (BM, DO, DM, DG, CB, TW). No -0. Abstain -0.

I agree that this is an original of the August 9,2023 minutes that were considered and approved by the E.