

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 **March 8, 2023, 4:30 PM**
7 **Virtual Meeting on ZOOM**
8

- 9 **1. CALL TO ORDER** – Bill Munoff, Board of Supervisors (BOS) Vice Chair, called the meeting of
10 the Executive Board (E.Bd) to order at 4:30 PM. Other E.Bd members present on Zoom: David Olson
11 (DO), Diane Mott (DM), Randy Orvis (RO), Cheryl Brinkman (CB), and Deb Gaynor (DG). Staff present:
12 Teri Kuczynski (TK), District Manager; Don Maglienti (Don), Program Manager; Emily Johnston (EJ),
13 Public Outreach Coordinator. Guests: Josh Pepin and Anthony McGill, Tech Group, Inc.
14
- 15 **2. APPROVE THE AGENDA** –
16 **Motion #1: DG moved to approve the agenda. RO seconded the motion.**
17 **VOTE: Yes – 5 (DO, DG, BM, RO, CB). No – 0. Abstain – 0.**
18
- 19 **3. APPROVE MINUTES OF FEBRUARY 8, 2023, MEETING** –
20 **Motion #2: CB moved to approve the minutes of February 8, 2023. RO seconded the**
21 **motion.**
22 **VOTE: Yes – 5 (DO, DG, BM, RO, CB). No – 0. Abstain – 0.**
23
- 24 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.
25
- 26 **5. MANAGER REPORT** –
27 **a. Personnel** –
28 - TK highlighted Don Maglienti’s 20-year anniversary with the District. E.Bd members
29 congratulated Don and thanked him for his excellent work for the past 20 years.
30 - EJ reported on the success of the Feb. 23^d Textiles Repair Fair & Swap in Vergennes.
31 **b. Health & Safety** – The 3/8/2023 SWANA Report on 2022 Fatalities in SW Industry showed a
32 drastic increase in 2022 fatalities following a plummet in 2021. There were 46 solid waste industry
33 worker fatalities in 2022 compared to 28 in 2021, a 65% increase. Public sector workers comprised a
34 larger percentage (35%) of fatalities in 2022 compared to a 21% average over the past four years.
35 **c. Legislative Update - H.67 passes House, heading to SNR&E Comm.** – **H.67**, the EPR for
36 HHW bill has passed the House and is on its way to the Senate Natural Resources & Energy
37 Committee. Don was instrumental in preparing a summary of H.67 that was sent to the House reps.
38 In support of the bill. **H.158**, Bottle Bill expansion has been recommended in a 10-1 vote by the
39 House Comm. on Environment & Energy. H.158 would expand the redemption program to include
40 most beverages (including wine) except for dairy products, plant-based beverages, infant formula,
41 meal replacement drinks and nonalcoholic cider. H.158 also includes measures to assist redemption
42 centers, including increasing the handling fee from 4 cents to 5 cents a bottle. Testimony included
43 opposition from the MRF owners/managers, who are concerned that more valuable recyclables
44 would be diverted into the Bottle Bill, leaving the MRFs with lower revenues that would result in
45 higher processing fees for customers.
46 **d. Call2Recycle Top 100 Leader in Sustainability Award for 2022** – The District received a
47 sustainability award from Call2Recycle in 2022 as a Top 100 leader in the recycling of batteries.
48
- 49 **6. FINANCIAL REPORTS** –
50 **a. January 2023 Financial Report** – TK presented the January 2023 Financials showing a net loss
51 of (\$43,352) in the General Fund. Jan. tonnage of 1,656 was 254 tons higher than in Jan. 2022. The
52 4,160 transactions in Jan. 2023 exceeded the 2,853 transactions in Jan. 2022 by 1,307. Jan. revenues
53 exceed budgeted revenues by \$13,334, while Jan. expenses exceeded budgeted expenses by \$23,256.
54 The Transfer Station received 385 tons of single stream recyclables in Jan. 2023, or 41 tons more
55 than in Jan. 2022. Tire disposal tonnage doubled in Jan. 2023, 42 tons v. 21 tons in Jan. 2022. Jan.

March 8, 2023 – Exec. Bd. Mins.

56 2023 food waste continued to decline to 7.12 tons v. 7.87 tons in Jan. 2022. We will learn more
57 about the cause when staff completes its diversion report currently underway.

58 **b. January 2023 Single Stream Recycling Report** – In January, the Transfer Station delivered 405
59 tons of single stream recyclables to the MRF. With a higher processing fee of \$142/ton, the District
60 lost (\$17,142) in SS Recycling. The Vice Chair asked if losses will be higher than anticipated in the
61 2023 budget despite our rate increases. TK responded that it would depend on the trend in recycling
62 market prices in the coming months, and the cost of diesel fuel. We will follow it closely.

63 **c. Municipal Diversion Grant Applications** – None were received. DG mentioned a local Girl
64 Scout gold project that might make recommendations for upgrades to some of the Monkton Drop-off
65 equipment.

66 **d. School Diversion Grant Applications** – None were received.

67
68 **7. NEW BUSINESS –**

69 **a. Meeting with Tech Group, Inc. re More on Cloud Conversion** – Josh Pepin and Anthony
70 McGill of Tech Group met with the E.Bd to follow up on some of their questions regarding a
71 conversion to the cloud. Discussion focused on the use of Sharepoint and its complexity. CB agreed that
72 moving to the next level beyond the server is a good idea; however, it would be helpful to obtain
73 references from some of the smaller communities that use it. Josh has provided some client names for
74 Patti Johnson to call for references. Anthony reviewed the pros and cons of other software programs.
75 RO suggested that Tech Group put together the Sharepoint costs v. others. Andy will provide that as
76 well as a demo on Sharepoint for mgmt.

77
78 **b. Update on Purchase & Sale Agreement, Design & Permitting – New Haven** – TK updated the
79 E.Bd: The purchase and sale of Lot 6 and the Church Lot was closed and recorded on Feb. 27, 2023. All
80 permits are in hand. Documents were signed, and the ALTA survey completed. The church provided a
81 letter stating that they will vacate the property on April 13, 2023. Seller will provide liability insurance
82 until then. Title insurance was obtained. TK will provide a copy of the site location and layout for
83 Phase 1 to the BOS. In order to confirm that the Church Lot had adequate capacity for construction of a
84 HazWaste Building prior to purchase, Don and TK worked with consultants to prepare a preliminary
85 design of the HazWaste Building, with Phase 3 construction to be scheduled in 3-4 years. The next step
86 is to remove the trees on Lot 6 prior to the end of March. Shane Mullen obtained quotes and is going to
87 work with Lathrop on a date for removal. Shane has marked the area of trees that will remain.

88
89 **c. Draft Weston & Sampson Construction Phase Service contract for 2023** – Shane has been
90 spending extra hours on working with Mark Sperry, Esq. to resolve some permitting issues, and in
91 preparing for tree removal and construction of Phase 1. Those are incorporated into the proposed
92 contract, which will include the following scope: Task 1. Bid Phase & Preconstruction Services. Task
93 2. Construction Admin. & Commissioning. Task 3. Construction Observation. Task 4. Project Closeout
94 & Certification.

95 **Motion #3: DG moved to recommend to the full BOS that the Weston & Sampson**
96 **contract be approved and \$57,500 be allocated to it. CB seconded the motion.**

97 **VOTE: Yes – 6 (DO, DM, DG, BM, RO, CB). No – 0. Abstain – 0.**

98
99 **d. Establish a Nominating Committee for Election of Officers, Executive Board** – CB offered to
100 serve once again on the Nominating Committee. T.Wickland was volunteered in absentia. TK will
101 prepare a request for nominations to go out with the BOS mailing.

102
103 **8. EXECUTIVE SESSION** – None.

104
105 **9. AGENDA ITEMS FOR MARCH 16, 2023, BOARD OF SUPERVISORS MEETING –**
106 Nominating Committee memo, Update on New Haven Project, Weston & Sampson Construction Phase
107 Service contract for 2023, and staff reports.

108
109 **10. OTHER BUSINESS** – None.

111 11. APPROVAL OF PAYMENTS – February invoices will be approved at the April.5th meeting.

112

113 12. ADJOURN –

114 Motion #4: RO moved to adjourn the meeting at 5:48 PM. DO seconded the motion.

115 VOTE: Yes – 6 (DO, DM, DG, BM, RO, CB). No – 0. Abstain – 0.

116

117 *I agree that this is an original of the March 8, 2023 minutes that were considered and approved by the E.*

118 *Bd at its meeting of _____.*

119

120

121

Teresa A. Kuczynski, District Clerk