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
September 7, 2022, 4:30 PM
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: Deb Gaynor (DG), David Olson (DO), Cheryl Brinkman (CB) and Bill Munoff (BM). Staff present: Teri Kuczynski (TK), District Manager; Patti Johnson (PJ), Business Manager; Don Maglienti (DM), Program Manager. Guest: Mark Sperry, Esq. District Legal Counsel.

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

3. APPROVE MINUTES OF AUGUST 10, 2022, MEETING –
   Motion #2: CB moved to approve the minutes of August 10, 2022. BM seconded the motion.
   VOTE: Yes – 4 (DO, BM, TW, CB). No – 0. Abstain – 0.

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

5. MANAGER REPORT –
   a. Personnel – TK reminded the E.Bd that the 3rd year of her District Manager contract ends on 12/31/2022. The contract provides for the BOS to notify the District Manager at the end of September of whether to renew the contract. The E.Bd asked TK to draft a renewed contract to bring to the next E.Bd meeting for their review in October.
   b. Health & Safety – General - TK reviewed the Waste Today ranking of the largest haulers in North America with respect to the largest revenues in 2021. Casella Waste Mgmt. is now in the top 10. TK informed the E.Bd that the Blackrock Real Assets fund has purchased Vanguard Renewables, including the local anaerobic digester in Salisbury. The District will be hosting the Annual Compost Association of Vermont (CAV) meeting here in October after their tour of the Vanguard A/D. CAV is also interested in touring the food management area in our Transfer Station. DM mentioned that a loss control officer from VLCT visited the Transfer Station, at our request, to go over the eye wash stations we currently have at the station. Changes in regulations from OSHA/VOSHA may make it necessary for us to upgrade current units to stay in compliance.

6. FINANCIAL REPORTS –
   a. July 2022 Financial Report – PJ presented the July Financials showing a $13,196 net gain in the General Fund (GF). The July MSW/C&D tonnage of 2,006 tons was 378 tons lower than July 2021, and YTD tonnage of 13,452 tons was 485 tons higher than YTD 2021. July 2022 transactions were 5,470, and YTD transactions of 32,521 were 3,329 lower than YTD 2021. As for tires, 42 tons of tires were disposed of in July, and YTD 254 tons was 101 tons higher than YTD 2021. Food waste was not hauled in July. The Transfer Station received 356 tons of Single Stream Recyclables in July, with 2,456 tons YTD.
   b. July 2022 Single Stream Recycling Report – The Transfer Station delivered 364.19 tons to the Materials Recovery Facility (MRF) in July. The July processing fee was $63/ton, up from $57/ton last month. PJ added a line for “fuel surcharge fees” that are now being charged due to the high increase in diesel prices, which totaled $2,190 YTD as of July. YTD net gain was $41,690.69.
   c. Municipal Diversion Grant Applications – N/A
   d. School Diversion Grant Applications – N/A
7. **NEW BUSINESS** –
   a. Preliminary estimates and questions on Draft 2023 Annual Budget – TK requested input from the E.Bd on several issues in the upcoming 2023 annual budget, including rate increases and COLA for staff. The first draft 2023 annual budget will be presented to the E.Bd at its Oct 12th meeting. The full BOS will have to adopt the draft budget at its Oct. 20th meeting in order to include it in the 2022 Annual Report that has to be sent out to the member municipalities by Nov. 1.
   b. Update on Purchase & Sale Agreement, Design & Permitting – New Haven – TK reported that the New Haven Development Review Board granted the application for conditional use for the ACSWMD Regional Residential Solid Waste Transfer Facility on 8/1/2022, and the appeal period ended 30 days after 8/1/2022. The Full Certification Application for a solid waste permit from the Agency of Natural Resources (ANR) was submitted on 8/24/2022. ANR reps will be visiting the site in the next few weeks.

8. **EXECUTIVE SESSION** – For the purpose of meeting with Mark Sperry, Esq. re: confidential attorney-client communications made for the purpose of providing legal services to the body.
   
   Motion #3: CB moved to go into Executive Session at 5:12 PM for the purpose of meeting with Mark Sperry, Esq. re: confidential attorney-client communications made for the purpose of providing legal services to the body.
   
   VOTE: Yes – 5 (DO, BM, TW, CB, DG). No – 0. Abstain – 0.

   The E.Bd. exited Executive Session at 6:03 PM.

9. **AGENDA ITEMS FOR SEPTEMBER 15, 2022, BOS MEETING AND RETREAT** –
   Overview of current events affecting the New Haven Purchase & Sale Agreement in Executive Session, program report on events such as ACF&FD, Discussion of Permit applications, update on COVID, recognition of TK for her 20 years of service to the District.

10. **OTHER BUSINESS** – N/A

11. **APPROVAL OF PAYMENTS** – Payments were approved at last month’s meeting.

12. **ADJOURN** –
   
   Motion #4: BM moved to adjourn the meeting at 6:15 PM. CB seconded the motion.
   
   VOTE: Yes – 5 (DO, BM, TW, CB, DG). No – 0. Abstain – 0.

I agree that this is an original of the September 7, 2022 minutes that were considered and approved by the E. Bd at its meeting of __________.

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Teresa A. Kuczynski, District Clerk