

**NOTE: These minutes are subject to review and modification by the ACSWMD Board of Supervisors at its next Board meeting.**

**Addison County Solid Waste Management District  
Minutes**

**Board of Supervisors Meeting No. 337**

**Thursday, October 19, 2023, 7:00 PM**

**District Conference Room, 1223 Rte. 7S, Middlebury, VT 05753  
and Virtual Meeting on Zoom**

**1. OPEN MEETING – ROLL CALL** – The Board of Supervisors (BOS) meeting was called to order by Tim Wickland, Chair at 7:00 PM on October 19, 2023. Present:

<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>	<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>
<i>Addison</i>	1	Bill Munoff	<i>Orwell</i>	1	Bill Goddard (in person)
<i>Bridport</i>	1	Edward Payne	<i>Panton</i>	1	Paul Sokal
<i>Bristol</i>	2	Valerie Capels	<i>Ripton</i>	1	Jay Harrington/Steve Zwicky
<i>Cornwall</i>	1	Jean Raymond	<i>Salisbury</i>	1	
<i>Ferrisburgh</i>	2	David Olson	<i>Shoreham</i>	1	
<i>Goshen</i>	1	Annina Seiler	<i>Starksboro</i>	1	Susan Jefferies
<i>Leicester</i>	1		<i>Vergennes</i>	2	Cheryl Brinkman
<i>Lincoln</i>	1	Bill Finger	<i>Waltham</i>	1	
<i>Middlebury</i>	4	Diane Mott/Richard McKerr (in person)	<i>Weybridge</i>	1	Tim Wickland
<i>Monkton</i>	1	Deborah Gaynor	<i>Whiting</i>	1	Eric Zuesse
<i>New Haven</i>	1	Patrick Palmer (in person)			
<i>Staff:</i>		Teresa Kuczynski (TK), District Mgr.; Patti Johnson (PJ), Business Mgr.; Don Maglienti (DM), Program Manager	<i>Guests:</i>		

**2. APPROVE THE AGENDA –**

**Motion #1: B.Finger moved to approve the agenda. D.Olson seconded the motion.**

**VOTE on Motion #1: Yes –17 (Bridport, Cornwall, Ferrisburgh (2), Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Starksboro, Vergennes (2), Weybridge).  
No – 0. Abstain – 0.**

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

**4. MEMBER COMMUNICATIONS** – C.Brinkman announced that TK was invited to attend the Vergennes City Council meeting on Oct. 24 to update them on the New Haven Regional Residential Transfer Station.

**5. APPROVAL OF MINUTES FROM MEETING NO. 336 –**

**Motion #2: B.Finger moved to approve the minutes of meeting No. 336. C.Brinkman seconded the motion.**

**VOTE on Motion #2: Yes –20 (Addison, Bridport, Cornwall, Ferrisburgh (2), Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Starksboro, Vergennes (2), Weybridge). No – 0. Abstain – 0.**

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4 **6. FINANCIAL REPORTS –**

5 **a. August 2023 Financial Report** – PJ presented the August Financials showing a net gain of \$62,497.  
6 Aug. 2023 tonnage of 2,682 was 438 tons higher than Aug. 2022, mostly due to storm damage debris.  
7 YTD tonnage of 15,905 was 209 tons higher than YTD2022. The total of 6,871 transactions in Aug. 2023  
8 was 1,121 higher than in Aug. 2022, and YTD transactions of 43,257 were 4,986 higher than YTD2022.  
9 The 430 tons of single stream recyclables received at the Transfer Station in Aug. 2023 were 54 tons  
10 higher than Aug. 2022. The 2,957 YTD tons were 125 tons higher than YTD2022. In Aug., 39 tons of tires  
11 were hauled, and YTD2023, the 227 tons collected were 48 tons lower than YTD2022. The 9.30 tons of  
12 Food Waste collected in Aug. 2023 were 1.25 tons higher than Aug. 2022. The 34.31 YTD tons were 2.6  
13 tons lower than YTD2022.

14 **b. August 2023 Recycling Report** – In August, the Transfer Station delivered 433 tons of single stream  
15 recyclables to the Casella Waste Management (CWM) Materials Recovery Facility (MRF) in Rutland.  
16 With the processing fee remaining high at \$154/ton, the District has lost (\$119,810) in SS Recycling as of  
17 August.

18 **c. Municipal Diversion Grant Applications** – None Received

19 **d. School Diversion Grant Applications** – None Received.  
20

21 **7. NEW BUSINESS:**

22 **a. Fairbanks 5-yr. Guardian Service Agreement – scale maintenance** - PJ presented the proposal from  
23 Fairbanks Scales to renew its Guardian Service Agreement with the District for the maintenance and repair of  
24 the Transfer Station Upper and Lower Fairbanks truck scales for another five years at a total cost of \$43,425  
25 (\$8,685/yr.).

26 **Motion #3: B.Finger moved to approve the Fairbanks 5-yr. Guardian Service Agreement –**  
27 **scale maintenance. D.Gaynor seconded the motion.**

28 **VOTE on Motion #3: Yes –22 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2),**  
29 **Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton,**  
30 **Starksboro, Vergennes (2), Weybridge). No – 0. Abstain – 0.**  
31

32 **b. Updates, Phase 1 Construction, New Haven Residential Transfer Station** – Champlain  
33 Construction has begun construction of Phase 1 this week after weather-caused delays, including flood  
34 recovery projects elsewhere in VT. They hope to complete most of the work this calendar year, but some  
35 work such as road paving might be delayed to CY2024.  
36

37 **c. Draft CY2024 Annual Budget for Distribution to Member Municipalities** – TK reported that the  
38 E.Board recommended that the District increase the Transfer Station MSW/C&D Disposal tip fee by  
39 \$3/ton, for a total of \$148/ton (\$113/ton + the \$35/ton District Fee). Total revenue would be \$4,765,103, a  
40 2.52% increase. We recommend adding \$1,532 to expenses to cover a recent correct in benefits, for total  
41 expenditures of \$4,718,679, or 2.43% increase. The Chair asked for a motion to approve the draft budget  
42 as revised by staff.  
43

44 **Motion #4: B.Finger moved to approve the Draft CY2024 Annual Budget for Distribution to**  
45 **Member Municipalities. E.Zuesse seconded the motion.**

46 **VOTE on Motion #4: Yes –23 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2),**  
47 **Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton,**  
48 **Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**  
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50 **8. DISTRICT MANAGER REPORT** – TK informed BOS we will soon begin advertising for a new  
51 Admin. Assistant in the office.

52  
53 **9. PROGRAMS REPORT** – DM mentioned that staff has been very busy with outreach activities in

1 recent weeks with more than 10 events during the months of October and November. Staff exhibited at Dead  
2 Creek Wildlife Day and the Middlebury Car Show, and will be working with Robinson Elementary School this  
3 month. Staff will be hosting a tour with Green Across the World tomorrow, which is bringing a large group of  
4 students from Japan to learn about food scrap management in Addison County. Staff will be hosting 3  
5 workshops this fall, including vermicomposting workshops at Ilsley and Bixby libraries, and a workshop on  
6 plastics at the Middlebury EMS in November. Staff is also working on this year's annual report, which must be  
7 completed by the end of this month. Staff also recently completed a month-long project to replace the entrance  
8 sign at the Transfer Station to improve visibility and traffic safety.  
9

10 **10. EXECUTIVE SESSION – N/A**

11  
12 **11. OTHER BUSINESS –** V.Capels mentioned that she had not received a copy of the latest newsletter. DM  
13 explained that the newsletter is delivered by the post office to all mailing addresses in Addison County, and the  
14 copy most likely went to the Bristol Town Offices. DM will send out an email copy to all BOS members even  
15 though a copy went to their home addresses.  
16

17 **12. ADJOURN –**

18 **Motion #5: B.Finger moved to adjourn the meeting at 8:02 PM. E.Zuesse seconded the motion.**  
19 **VOTE on Motion #5: Yes – 23 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2),**  
20 **Goshen, Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton,**  
21 **Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**  
22

23 *I agree that this is an original of the October 19, 2023, minutes that were considered and approved*  
24 *by the BOS at its meeting of \_\_\_\_\_.*  
25

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27 \_\_\_\_\_  
28 *Teresa A. Kuczynski, District Clerk*  
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