

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. 329
Thursday, October 20, 2022, 7:00 PM
Virtual Meeting on Zoom**

1. OPEN MEETING – ROLL CALL – The Board of Supervisors (BOS) meeting was called to order by Tim Wickland, Chair at 7:03 PM on October 20, 2022. Present:

Town	Vote	Supervisor/Alternate	Town	Vote	Supervisor/Alternate
Addison	1	Bill Munoff	Orwell	1	
Bridport	1		Panton	1	Paul Sokal
Bristol	2	/Valerie Capels	Ripton	1	Jay Harrington
Cornwall	1	(Vacant)/(Vacant)	Salisbury	1	
Ferrisburgh	2		Shoreham	1	
Goshen	1	Annina Seiler	Starksboro	1	Susan Jefferies
Leicester	1	Richard Reed	Vergennes	2	Cheryl Brinkman
Lincoln	1	Bill Finger	Waltham	1	
Middlebury	4	Diane Mott	Weybridge	1	Tim Wickland
Monkton	1	Deborah Gaynor	Whiting	1	Eric Zuesse/ Carolyn Schmidt
New Haven	1				
Staff:		Teresa Kuczynski (TK), District Mgr.; Patti Johnson (PJ), Business Mgr.; Donald Maglienti (DM), Program Mgr.	Guests:		

2. APPROVE THE AGENDA –

Motion #1: S.Jefferies moved to approve the agenda. R.Reed seconded the motion.

VOTE on Motion #1: Yes –16 (Bristol (2), Goshen, Leicester, Middlebury (4), Monkton, Panton, Ripton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

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

4. MEMBER COMMUNICATIONS – C.Brinkman announced that the Vergennes Energy Committee and the Ferrisburgh/Waltham Committee are meeting soon to discuss weatherization tips.

5. APPROVAL OF MINUTES FROM MEETING NO. 328 –

Motion #2: C.Brinkman moved to approve the minutes of meeting No. 328. P.Sokal seconded the motion.

The Chair mentioned that some confusion arose between the correct Sept. 15th BOS meeting minutes mailed to supervisors v. the e-mailed minutes that were actually mislabeled E.Bd minutes of Sept. 7th. C.Brinkman added that TK had just emailed the correct Sept. 15th BOS minutes prior to this meeting.

Motion #3: D.Mott moved to amend Motion #2 to table the minutes of No. 328. E.Zuesse seconded the motion.

VOTE on Motion #3: Yes –14 (Bristol (2), Goshen, Leicester, Middlebury (4), Monkton, Panton, Ripton, Starksboro, Weybridge, Whiting). No – 2 (Vergennes). Abstain – 0.

1 **VOTE on Motion #2, as amended: Yes –14 (Bristol (2), Goshen, Leicester, Middlebury**
2 **(4), Monkton, Panton, Ripton, Starksboro, Weybridge, Whiting). No – 2 (Vergennes).**
3 **Abstain – 0.**
4

5 **6. FINANCIAL REPORTS –**

6 **a. August 2022 Financial Report** – TK presented the August Financials showing a \$30,465 net gain in
7 the General Fund (GF). The August MSW/C&D tonnage of 2,244 tons was 288 tons higher than August
8 2021, and YTD tonnage of 15,696 tons was 773 tons higher than YTD 2021. August 2022 transactions
9 were 5,750, and YTD transactions of 38,271 were 3,055 lower than YTD 2021. As for tires, 21 tons of
10 tires were disposed of in August, and YTD 275 tons was 101 tons higher than YTD 2021. Food waste
11 hauled in August was 8.05 tons, with a YTD total of 36.91, 17.83 tons lower than YTD 2021. The Transfer
12 Station received 376 tons of Single Stream Recyclables in August, with 2,832 tons YTD.

13 **b. August 2022 Single Stream Recycling Report** – The Transfer Station delivered 388.43 tons to the
14 Materials Recovery Facility (MRF) in August. The August processing fee was \$93/ton, up from \$63/ton
15 last month. PJ has added a line for “fuel surcharge fees” that are now being charged due to the high
16 increase in diesel prices, totaling \$2,480.80 YTD as of August. YTD net gain was \$37,008.49.

17 **c. EPA Solid Waste Infrastructure Grant RFP** – TK reported that the EPA Solid Waste Infrastructure
18 Grant RFP was due out in mid-Oct., with a very short turnaround time for proposal submittal. TK plans to
19 submit our future diversion costs depending on the terms of the grant, but may have to submit the proposal
20 prior to the November E.Bd and/or BOS meetings.

21 **Motion #4: D.Gaynor moved to authorize TK to use her judgment and discretion to respond to the**
22 **RFP as she thinks best. P.Sokal seconded the motion.**

23 **VOTE on Motion #4: Yes –16 (Bristol (2), Goshen, Leicester, Middlebury (4), Monkton,**
24 **Panton, Ripton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**
25

26 **d. Municipal Diversion Grant Applications** – None Received.

27 **e. School Diversion Grant Applications** – None Received.
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29 **7. New Business:**

30 **a. Update on New Haven Regional Residential Transfer Facility Permitting** – TK reported that the
31 Act 250 application has been submitted. The stormwater permit application is pending. The wastewater
32 permit should be approved shortly. The Full Certification of a Solid Waste Transfer Facility application is
33 pending with ANR, and a site visit was completed. The First Amendment to the Purchase & Sale
34 Agreement that was approved by the BOS last month has been signed by both parties.

35 **b. Draft 2023 Annual Budget** – TK presented the draft 2023 Annual Budget recommended by the E.Bd
36 for consideration of the full BOS. The E.Bd has proposed rate increases in order to cover a projected deficit
37 in the General Fund in 2023. Vendor costs for transport, disposal, HHW, etc. have increased this year. The
38 AAFM pesticide grant funds are depleted. Recycling processing fees have been on the rise recently, with a
39 projected net loss by the end of CY2022. The E.Bd recommended foregoing a recycling rate increase this late
40 in the year, and will review at the end of CY2022 whether to move any funds from the Recycling Contingency
41 Fund to cover the GF losses. The E.Bd proposed increasing several rates at the Transfer Station to cover
42 costs, including increasing the MSW/C&D tip fee from \$135 to \$140 per ton, increasing the District Fee
43 from \$34 to \$35 per ton, and increasing the Recycling Fee from \$100 to \$120 per ton.

44 **Motion #5: C.Brinkman moved to adopt the 2023 Draft Annual Budget to send to the towns.**
45 **E.Zuesse seconded the motion.**

46 **VOTE on Motion #5: Yes –18 (Addison, Bristol (2), Goshen, Leicester, Lincoln,**
47 **Middlebury (4), Monkton, Panton, Ripton, Starksboro, Vergennes (2), Weybridge,**
48 **Whiting). No – 0. Abstain – 0.**

49 The Chair thanked TK, DM, PJ and staff for their excellent work in preparing the draft budget.
50

51 **8. DISTRICT MANAGER REPORT** – Items were covered in New Business.
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53 **9. PROGRAMS REPORT** – DM gave the following report:
54

1 Emily Johnston (EJ) Visited the Shoreham Elementary School to meet with the Principal and audit their waste
2 system. EJ, Gabriella Stevens (GS), and DM recently hosted a Recycling Workshop via Zoom and will be
3 hosting a backyard composting workshop this coming weekend. EJ recently mailed several brochures and
4 informational guides to 50 businesses in Addison County explaining the services offered by the District. EJ and
5 GS will soon begin calling these businesses to ask if they have questions, as part of the business outreach
6 activity required by our Solid Waste Plan. EJ recently finished a draft of the Fall Newsletter, which should
7 come out in November. EJ worked with EcoPixel to improve some of our website’s accessibility features in
8 order to make the website more ADA compatible, including making improvements to some of our fillable forms
9 on the site. These changes will go live soon when the website is fully updated. EJ continued working on the
10 new facility entrance sign update; we are now awaiting final approval from the Town of Middlebury. EJ
11 worked with MCTV to film the first half of the “Tour of the Transfer Station,” which will be an educational
12 video about our facility. EJ recently conducted outreach to Ilsley Library and will visit the Leicester Elementary
13 School with GS in November to provide educational programming. GS is working on logistics and outreach for
14 our new textiles recycling program, which will be implemented in November. DM is working on our Annual
15 Report, which will be mailed out next week.

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17 **10. EXECUTIVE SESSION** – None needed.

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19 **11. OTHER BUSINESS** – None.

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21 **12. ADJOURN** –

22 **Motion #6: B.Munoff moved to adjourn the meeting at 8:00 PM. E.Zuesse seconded the**
23 **motion.**

24 **VOTE on Motion #6: Yes –18 (Addison, Bristol (2), Goshen, Leicester, Lincoln,**
25 **Middlebury (4), Monkton, Panton, Ripton, Starksboro, Vergennes (2), Weybridge,**
26 **Whiting). No – 0. Abstain – 0.**

27
28 *I agree that this is an original of the October 20, 2022 minutes that were considered and approved by*
29 *the BOS at its meeting of _____.*

30
31 _____
Teresa A. Kuczynski, District Clerk