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 Organizational Meeting No. 295
Thursday, April 12, 2018, 7:00 PM
Addison County Regional Planning Commission Office Conference Room
14 Seminary Street, Middlebury, VT 05753

1. OPEN MEETING – ROLL CALL. The Board of Supervisors (BOS) annual organizational meeting was called to order by Timothy Wickland, Chair at 7:00 PM on April 12, 2018, in the ACRPC Conference Room, 14 Seminary Street, Middlebury, VT. Present:

<table>
<thead>
<tr>
<th>Town</th>
<th>Vote</th>
<th>Supervisor/Alternate</th>
<th>Town</th>
<th>Vote</th>
<th>Supervisor/Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Addison</td>
<td>1</td>
<td>Bill Munoff</td>
<td>New Haven</td>
<td>1</td>
<td>Patrick Palmer</td>
</tr>
<tr>
<td>Bridport</td>
<td>1</td>
<td>Ed Payne</td>
<td>Orwell</td>
<td>1</td>
<td>Vacant/Vacant</td>
</tr>
<tr>
<td>Bristol</td>
<td>2</td>
<td>Joel Bouvier/Valerie Capels</td>
<td>Panton</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Cornwall</td>
<td>1</td>
<td>William Kernan</td>
<td>Ripon</td>
<td>1</td>
<td>Steven Zwicky</td>
</tr>
<tr>
<td>Ferrisburgh</td>
<td>2</td>
<td>Steve Huffaker</td>
<td>Shoreham</td>
<td>1</td>
<td>Randy Orvis</td>
</tr>
<tr>
<td>Goshen</td>
<td>1</td>
<td>Diane Mott</td>
<td>Starksboro</td>
<td>1</td>
<td>Susan Reit de Salas</td>
</tr>
<tr>
<td>Leicester</td>
<td>1</td>
<td>Richard Reed</td>
<td>Vergennes</td>
<td>2</td>
<td>Cheryl Brinkman</td>
</tr>
<tr>
<td>Lincoln</td>
<td>1</td>
<td>Bill Finger</td>
<td>Waltham</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Middlebury</td>
<td>4</td>
<td>Eric Murray</td>
<td>Weybridge</td>
<td>1</td>
<td>Tim Wickland</td>
</tr>
<tr>
<td>Monkton</td>
<td>1</td>
<td>Deborah Gaynor</td>
<td>Whiting</td>
<td>1</td>
<td>Eric Zuesse</td>
</tr>
<tr>
<td>Staff:</td>
<td></td>
<td>Teresa Kuczynski (TK), District Mgr.; Don Maglienti (DM), Program Mgr.; Patti Johnson (PJ), Business Mgr.</td>
<td>Guests:</td>
<td></td>
<td></td>
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</tbody>
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2. APPROVE THE AGENDA –
Motion #1: C.Brinkman moved to approve the agenda. S.Huffaker seconded the motion.
VOTE on Motion #1: Yes – 21 (Addison, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

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

4. ELECTION OF OFFICERS, AND APPOINTMENTS – The Chair called attention to the slate of officers presented by the Nominating Committee. First up is the election of the BOS Chair for 2018-2019. The Nominating Committee received nominations for two candidates, Cheryl Brinkman and Bill Munoff. The Chair asked for any other nominations from the floor for the office of Chair. There being none, ballots were passed out to the BOS members. The Chair pointed out that a blank line is also available on all of the ballots for write-in candidates. The ballots were collected and counted by TK.

Nomination of Cheryl Brinkman and Bill Munoff as Chair:
VOTE for Chair: 12 votes for Cheryl Brinkman and 3 votes for Bill Munoff.

The Nominating Committee only received one nomination for Vice Chair, Tim Wickland. The Chair asked for any other nominations from the floor for Vice Chair. There being none:

Nomination of Tim Wickland as Vice Chair:
VOTE on Vice Chair: 14 votes for Tim Wickland and 1 write-in vote for Eric Murray.

The Chair explained that four out of seven Executive Board (E.Bd) slots are up for election. The BOS Chair and Vice Chair are on the E.Bd (by Charter), so BOS members were instructed to cross off Cheryl Brinkman and Tim Wickland from the ballots and to vote for four others. The Middlebury Supervisor is a member of the E.Bd by Host Community Agreement. Bill Munoff, Ed Payne, Paul Sokal, Richard Reed and Bill Kernan expressed an interest in serving this year on the E.Bd. Each candidate present gave a short description of why they would like to be on the E.Bd. The Chair asked if there were any nominations from the floor. There being none, the Chair asked for a vote on all four nominees:

VOTE on Executive Board Members: Richard Reed, Bill Munoff, Paul Sokal, and Bill Kernan received the most votes.

The Chair explained that the BOS must appoint a Clerk and a Treasurer. Both positions have been served by Teri Kuczynski in the past. There being no other names offered from the floor:

Motion #2: J.Bouvier moved to appoint Teri Kuczynski as Clerk and Treasurer. D.Mott seconded the motion.

VOTE on Motion #2: Yes – 23 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

The Chair handed over the meeting to the new Chair, Cheryl Brinkman.

5. MEMBER COMMUNICATIONS – The Chair introduced Randy Orvis, the new Supervisor for Shoreham. J.Bouvier introduced Valerie Capels, the new Alternate and Town Administrator of Bristol. E.Murray thanked Tim Wickland for his past three years of dedicated service as Chair. E.Payne just returned from a trip to Hawaii and related how impressed he was that they allow no plastic bags there.

6. APPROVAL OF MINUTES FROM MEETING NO. 294 –

Motion #3: R.Reed moved to approve the minutes of meeting #294. S.Huffaker seconded the motion.

VOTE on Motion #3: Yes – 23 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

7. Board Member Roles and Conduct Introduction – The Chair reviewed the Roles and Conduct of the BOS members as described in their BOS Manuals. The ACSWMD is a government entity, and the BOS is therefore subject to the VT Open Meeting Law. It is important for BOS members to communicate with their town selectboards and to ask for time on the agenda. The Chair reviewed the BOS Conflict of Interest Policy and how a BOS member should recuse him/herself from certain discussions and votes that create a conflict of interest or the appearance of a conflict of interest.

8. DISTRICT MANAGER REPORT – TK handed out a copy of the recent BioCycle article that featured the VT Natural Ag Products Compost Facility in Middlebury. TK was quoted at the end of the article. TK also provided an updated BOS List of Acronyms & Definitions that will help members identify common industry abbreviations for solid waste terms. TK gave an update on the two solid waste bills still in play in the Legislature: S.285 – Now in the House Natural Resources Comm. the bill includes some amendments to Act 148 that were proposed by the Senate Natural Resources & Energy Comm. including changes to the curbside food scrap collection requirement and a late amendment to the Bottle Bill introduced on the Senate floor by Sen. Pollina to provide the unclaimed deposits or “escheats” from the Bottle Bill to the State of Vermont. Many
districts have advocated for placing the $1-2 M from escheats into the Solid Waste Management Assistance Fund to help fund Act 148 infrastructure, but proposals are also on the table for moving the funds to the General Fund. TK wrote Sen. Bray, Chairman of the SNR&E Comm., asking that they delay discussion of the escheats until a later date when a more comprehensive analysis of the entire Bottle Bill could be considered, that it was too important a topic to discuss as a last-minute amendment to Act 148. The E.Bd agreed with this opinion.

**H.560** – The extended producer responsibility bill for mfgs. to take back HHW and CEG hazardous waste was taken up by the SNR&E Comm. last week. The HNR Comm. Chairman spoke regarding support of the bill, and Legislative Counsel walked the SNR&E Comm. through the bill. Votes – TK reported no changes to the voting allocations for member towns of the ACSWMD. The vote allocations are, per District Charter, based on one vote per 2,500 pop. or a portion thereof. **Award** – The District has received its second Call2Recycle Sustainability Award for our battery collection program and congratulated staff. **Board Manual** – TK reviewed the Board Manual with the BOS, which includes the District Charter, our two Ordinances (Waste Management and Illegal Burning/Dumping), as well as the various BOS policies. The Policy Table of Contents lists the latest dates for each policy – BOS members should check to see that they have the most recent versions. If any BOS members need staff to update their manuals, please give them to staff, and we will check them.

9. **DISTRICT PROGRAMS REPORT** – DM gave the following report:

- The E.Bd approved a grant to Addison Central School District for 6 water bottle refill stations (MUHS, Ripton, Shoreham, Bridport, Weybridge and Cornwall) and 3 sorting tables (Bridport, Shoreham and Ripton). Work will be completed before the end of the school year.
- Sarah and Annina are with Leicester Elementary School to complete a grant application for a school composting system. They already have a sorting table in place. Sarah and Annina will be giving 3 presentations at Orwell school on waste reduction, recycling and composting.
- We are working with Hannaford Career Center’s Diesel Tech & Automotive programs to supply much needed small engines for student training. They have provided a wish list of items they are looking for and will be picking up from the Transfer Station. We are starting this month with 4 push mowers and 1 riding mower.
- We hosted a group of MUHS AP Environmental Studies students, and provided a Transfer Station tour and short presentation.
- DM assisted the Middlebury College Environmental Studies class in working with MUHS to reduce contamination of their food scraps. The class wrote an excellent report on the project, which DM will try to post on our website.
- The District will be tabling for Earth Day at Porter Hospital (April 18th) and the Northlands Job Corps (April 25th); and for Green Up Day at Middlebury Co-op (May 5th).
- Other News:
  - (i) Summer Compost Workshop Series is underway –10 are planned throughout the county, starting with 2 this month;
  - (ii) Gave a presentation at Eastview on Act 148, recycling and food scrap diversion.
  - (iii) Repair Café – We’ve confirmed the date and location - MUHS cafeteria on Sat., June 16th;
  - (iv) HazWaste Collection Events from 8 AM-Noon – Dates/locations are finalized: Whiting (includes Goshen & Orwell) on 4/14, Ferrisburgh (includes Panton) on 5/19, and Starksboro (includes Monkton & Lincoln) on 6/2.

10. **FINANCIAL REPORTS** –

a. **Review February 2018 Financial Report** – The bottom line this February, which is a slow month, was a loss of ($27,576). Tonnage is in line with 2017, only seven tons less than the same time last year. The average commodity revenue (ACR) in our recycling contract with Casella continues to decline. We paid $4,917 for recycling processing in Feb., and with the hauling costs, the total cost for recycling was $57.44/ton, not including O/H, which is more than the $50/ton we charge at the District Transfer Station. To date, we have lost ($1,722) on recycling.

b. **Municipal Diversion Grant Applications** – None received.
c. **School Diversion Grant Applications** – As detailed in the Programs Report, the E.Bd awarded a grant to the ACSD for $6,750, or 75% of the $9,000 total. TK reminded the BOS that funds are still available.

11. **NEW BUSINESS** –
   a. **Proposed Meeting Schedule and Location, 2018-2019 –**

   Motion #4: T.Wickland moved to accept 2018-2019 meeting schedule. J.Bouvier seconded the motion.

   VOTE on Motion #4: Yes – 22 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge). No – 0. Abstain – 0.

   b. **District Legal Representation, 2018-2019 –**

   Motion #5: J.Bouvier moved to accept the staff’s recommendation of legal counsel that will be able to represent the District. E.Murray seconded the motion.

   VOTE on Motion #5: Yes – 22 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge). No – 0. Abstain – 0.

   c. **2017 Annual Financial Audit, Tom Telling & Associates** – The Chair asked if there were any questions regarding the final audit. TK stated that the audit will also be included in the District’s Annual Report that is sent out to the towns by Nov. 1 of each year.

   Motion #6: B.Finger moved to accept the audit. E.Murray seconded the motion.

   VOTE on Motion #6: Yes – 22 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge). No – 0. Abstain – 0.

12. **OTHER BUSINESS** – Green Up Day reminder – the District is serving as county coordinator again this year. Contact Chantel Bolduc if your town needs anything. TK was asked about the status of the draft Salisbury Agreement to join the District. She reported that the Town did not warn the two votes to join the District at Town Meeting due to lack of time; however, negotiations will continue. The votes might be scheduled for Nov. 6th. J.Bouvier asked if there was any discussion of reimbursement to the Town of Bristol of a portion of their legal costs paid to the District when they became a member, now that the BOS has used their agreement as a template for the Salisbury agreement. TK and BOS members could not recall receiving that request for an agenda item in the past. The Chair invited J.Bouvier to contact TK and the E.Bd if the Town would like to include such a request on a future agenda.

13. **EXECUTIVE SESSION** – None.

14. **ADJOURN** –

   Motion #7: B.Finger moved to adjourn at 8:41PM. J.Bouvier seconded the motion.

   VOTE on Motion #7: Yes – 22 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge). No – 0. Abstain – 0.

   I agree that this is an original of the April 12, 2018 minutes that were considered and approved by the BOS at its meeting of ______________._

   Teresa A. Kuczynski, District Clerk