1. OPEN MEETING – ROLL CALL. The Board of Supervisors (BOS) meeting was called to order by Timothy Wickland, Chair at 7:00 PM on November 16, 2017, 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>
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<tbody>
<tr>
<td>Addison</td>
<td>1</td>
<td>Bill Munoff</td>
<td>New Haven</td>
<td>1</td>
<td>Patrick Palmer/Megan Battey</td>
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<tr>
<td>Bridport</td>
<td>1</td>
<td>Edward Payne (7:09pm)</td>
<td>Orwell</td>
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<tr>
<td>Bristol</td>
<td>2</td>
<td>Joel Bouvier</td>
<td>Panton</td>
<td>1</td>
<td>Paul Sokal</td>
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<tr>
<td>Cornwall</td>
<td>1</td>
<td>William Kernan</td>
<td>Ripton</td>
<td>1</td>
<td>Steven Zwicky (8:02pm)</td>
</tr>
<tr>
<td>Ferrisburgh</td>
<td>2</td>
<td>Steve Huffaker</td>
<td>Shoreham</td>
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<td>Goshen</td>
<td>1</td>
<td>Diane Mott</td>
<td>Starksboro</td>
<td>1</td>
<td>Susan Reit de Salas</td>
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<tr>
<td>Leicester</td>
<td>1</td>
<td>Richard Reed</td>
<td>Vergennes</td>
<td>2</td>
<td>Cheryl Brinkman</td>
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<tr>
<td>Lincoln</td>
<td>1</td>
<td>Bill Finger (7:04pm)</td>
<td>Waltham</td>
<td>1</td>
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<tr>
<td>Middlebury</td>
<td>4</td>
<td>Eric Murray</td>
<td>Weybridge</td>
<td>1</td>
<td>Timothy Wickland</td>
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<tr>
<td>Monkton</td>
<td>1</td>
<td></td>
<td>Whiting</td>
<td>1</td>
<td>Eric Zuesse</td>
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</tbody>
</table>

Staff: Teresa Kuczynski (TK), District Mgr.; Don Maglienti (DM), Program Mgr.; Gary Hobbs (GH), Transfer Station Mgr.; Patti Johnson (PJ), Business Mgr.

Guests:

2. APPROVE AGENDA –

Motion #1: E.Murray moved to approve the agenda. E.Zuesse seconded the motion.

VOTE on Motion #1: Yes – 19 (Addison, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Middlebury (4), New Haven, Panton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

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

4. MEMBER COMMUNICATIONS – There were no member communications.

5. APPROVAL OF MINUTES FROM MEETING NO. 291 –

Motion #2: P.Sokal moved to approve the minutes of meeting #291. C.Brinkman seconded the motion.

VOTE on Motion #2: Yes – 19 (Addison, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Middlebury (4), New Haven, Panton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

6. 7:00 PM: Public Hearing on Draft 2018 Annual Budget, and Vote to Adopt 2018 Annual Budget –

PJ presented two changes to the Draft Budget that was approved by the BOS in Sept. and sent to the towns as part of the 2017 Annual Report. An additional expense of $10,500 was added to the District’s Public
Outreach Budget to allow for the revamping of the District’s website, which is old and in need of updating, especially to allow interactive features such as surveys. The other change was a reduction of $975 in Revenue to correct a duplicate entry under Ballast revenue. The Chair asked for a motion to approve these changes and to adopt this final version of the 2018 District Budget.

**Motion #3: E.Murray moved to approve the 2018 Budget as corrected. J.Bouvier seconded the motion.**

**VOTE on Motion #3: Yes - 21 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), New Haven, Panton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

C.Brinkman asked if staff had received any feedback from towns. TK has not received any.

### 7. DISTRICT MANAGER REPORT

TK explained that the recycling market prices are down again, and the District has to pay the difference for its recyclables. Recyclers are also dealing with a recent initiative by China to lower its contamination standard. It has raised the 0.3% contamination level to 0.5%, but it is still unattainable. The MRFs and industry groups are working on obtaining more reasonable standards and focusing more on preventing contamination in recyclables. They are also seeking more domestic markets, as the China market has been the predominant one for many years.

### 8. DISTRICT PROGRAMS REPORT

DM updated the BOS on a number of programs and outreach activities: He is working with a Middlebury College class doing a study on food systems. This class is working with Middlebury High School to optimize and improve their food scrap diversion program, and will be applying for grant funds from ACSWMD to help with this. District Staff toured CSWD recycling drop-offs with the MDAC committee on 9/29. The Summer/Fall Compost Classes have wrapped up. We held 10 workshops between June and October. 140 residents participated, and we sold dozens of compost bins and Green Cones at a discounted rate thanks to an ANR grant we received. We’re looking at holding additional classes in Weybridge, Orwell, and Middlebury during the winter months. Jac and Sarah (our AmeriCorps Member) tabled at Dead Creek Wildlife Day on 10/7. Various safety trainings have been taking place this fall, both onsite with staff and specialty training offsite for HAZWOPER. On 10/30, DM presented at the Middlebury Condominium Association to discuss food scrap diversion and Act 148. On 10/31, DM hosted a tour of the Transfer Station for about 20 Japanese students through the Green Across the World program.

Sarah and DM taught four classes at Bridge School from November 6 - 9. Also on November 6, DM and Sarah met with Northlands Job Corp to discuss waste diversion. On 11/7, DM and Sarah conducted a waste sort at MUHS with a Middlebury College class. On 11/13 and 11/14, Sarah & DM attended the NERC conference in Amherst, MA. Nov.15 was America Recycles Day, and DM and Sarah hosted a table at Hannaford supermarket where they promoted recycling, distributed reusable shopping bags, and offered a free raffle for a “recycled items” prize. TK, DM, and PJ have been conducting interviews for a new Public Outreach Coordinator. DM gave a brief update on what is going on with recycling of plastic bags and other film plastic.

### 9. FINANCIAL REPORTS

a. **September Financial Report** – PJ reported that Sept. 2017 was a good month, with net revenues of $31,000. Overall, tonnage this year is down a few hundred tons from last year.

b. **Municipal Diversion Grant Applications** – None received.

c. **School Diversion Grant Applications** – The E.Bd approved the following grants: (1) Middlebury Union High School for $1,400 to construct a food sorting station at the school; and (2) Orwell Village School for $1,183 to construct a food sorting station at their school. The Chair reminded BOS members to reach out to schools and select boards to remind them of the availability of District grant monies for both schools and municipalities.

### 10. MUNICIPAL DROP-OFF ADVISORY COMMITTEE REPORT

C.Brinkman, MDAC Chair, gave an update. One of the MDAC’s goals was to gather info for a potential regional drop-off. At its retreat,
the BOS mentioned polling residents to ask their opinions on the topic. The MDAC decided to do this poll in January after a new Public Outreach Coordinator is hired. In the next month, the MDAC will be revising the Transfer Station Siting Criteria, an attachment to the SWIP, which will require a SWIP amendment. P. Palmer asked if this would be another full-service transfer station. C. Brinkman explained that the facility would be similar to the CSWMD’s regional drop-offs. The drop-off, while not a full-service transfer station, would accept more waste types than typical drop-offs from any member towns. The goal is to address customer complaints of a lack of convenience, particularly the option to drop off bagged waste and recyclables during the week as well as on Saturdays. The Chair asked if the original MDAC goal was to help towns handle their own drop-offs. C. Brinkman responded that the MDAC made it a priority to prepare towns to begin accepting organics. However, the idea of a regional drop-off has been floating around for years and is something the BOS has discussed before. J. Bouvier asked if this would be competition for small haulers who operate the town drop-offs now. C. Brinkman – It may be necessary to provide an option if no haulers want to service some of the town drop-offs. The District could also contract with private haulers to operate the regional drop-off. E. Zuesse: This discussion is premature while the MDAC is studying options; he would prefer the MDAC only report to the BOS when they have a final report of their recommendations.

11. NEW BUSINESS  
   a. Award Bid for Used Yard Truck – The District sent out a RFB to purchase a used, non-DOT yard truck to replace an aging yard truck used in daily operations at the Transfer Station. GH presented his recommendation for a Used Yard Truck from House of Trucks and asked the BOS to approve the purchase of the truck pending an inspection of the truck upon delivery. The purchase price of $50,000 (plus the addition of a $5,000 wet system) is within the District’s $55,000 budget.
   
   Motion #4: B. Finger moved to award the bid for a used yard truck to House of Trucks.  
   J. Bouvier seconded the motion.
   
   VOTE on Motion #4: Yes – 21 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), New Haven, Panton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

   b. VLCT Proposal for Worker’s Comp, General Liability Insurance – PJ stated that the District issued a RFP for General Liability/Vehicle and Worker’s Compensation Insurance for 2018. We received only one bid from VLCT, the carrier the District has been using for several years. PJ asked the BOS to approve VLCT continuing to carry our insurance for 2018.
   
   Motion #5: E. Zuesse moved to approve the VLCT PACIF proposal. E. Murray seconded the motion.
   
   VOTE on Motion #5: Yes – 21 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), New Haven, Panton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

   c. Weston & Sampson Proposal for Sewerage Evaluation at District Transfer Station & Office Property – TK informed the BOS that this project was part of the initial design of the Transfer Station in 2005, and Weston & Sampson upgrades in 2014, but had to be postponed for lack of funds. The evaluation is for two purposes: First, the District septic systems are nearing capacity and need to be evaluated for replacement with a lift station and a connection to the Town’s sewage lines on Rt. 7. We would then be able to do away with two large and one small leachfields that take up valuable land space that could be utilized for future expansion. Secondly, Weston & Sampson will evaluate whether the District could also tie in its Transfer Station effluent (leachate) v. continuing to pump the 2500-gallon tank about every two weeks, incurring almost $1k a month.
   
   Motion #6: B. Munoff moved to approve Weston & Sampson project proposal of $14,500. E. Murray seconded the motion.
   
   VOTE on Motion #6: Yes – 22 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), New Haven, Panton, Ripton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

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d. Town of Salisbury Letter Requesting Membership in ACSWMD – TK presented a revised, signed letter from the Salisbury Selectboard delivered by their Chair, Martha Sullivan, this week. It is similar to the prior letter we received from the Selectboard. Both requested membership in the ACSWMD; membership would be contingent upon closure of Salisbury’s unlined landfill. The next step would be to begin negotiating an agreement with the Town. The Town would then have to hold two votes: (1) for acceptance of the negotiated agreement; and (2) for joining the ACSWMD. E.Murray: Let the Town work out their own issues first, and we will offer the same template/terms as Bristol.

Motion #7: B.Finger moved to approve allowing the District Manager and E.Bd to enter into negotiations with the Town of Salisbury Selectboard to possibly join the District.

B.Munoff seconded the motion.

VOTE on Motion #7: Yes – 21 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), New Haven, Panton, Ripton, Starksboro, Vergennes (2), Weybridge). No – 1 (Whiting). Abstain – 0.

E. Zuesse questioned whether it was wise to proceed with accepting a town with so much controversy. The Chair explained that the District has a policy in place for towns joining our District.

e. Reminder – December 6, 2017 Hauler Dinner – TK reminded BOS members to RSVP to Chantel Bolduc if they plan to attend the annual Hauler Dinner on Dec. 6. Due to capacity constraints of the room at Rosie’s Restaurant, only Supervisors are invited to attend this year. If capacity remains at the time we provide a final headcount to the restaurant, we will notify those who wish to bring a guest. This optional meeting is a chance to touch base with the haulers, to listen to their concerns, to express our appreciation for their services, and to inform them about State and District news.

12. OTHER BUSINESS – J.Bouvier asked if the E.Bd had looked at the U.S. Forest Station for sale. TK stated that District staff was provided a thorough tour of the site. It would be difficult to connect the two sites, as a large bedrock ledge and gully divide our properties. If the sites cannot be connected, it would require two left turns off of Rt. 7 for customers. The site is also in need of extensive upgrading for our purposes. TK will continue to examine alternatives.

13. EXECUTIVE SESSION – None needed.

14. ADJOURN –

Motion #8: B.Finger moved to adjourn the meeting at 8:22 PM. E.Murray seconded the motion.

VOTE on Motion #8: Yes – 22 (Addison, Bridport, Bristol (2), Cornwall, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), New Haven, Panton, Ripton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

I agree that this is an original of the November 16, 2017 minutes that were considered and approved by the BOS at its meeting of ______________.

______________________________
Teresa A. Kuczynski, District Clerk

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