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. 285
Thursday, October 20, 2016, 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) meeting was called to order by Timothy Wickland, Chair at 7:01 PM on October 20, 2016, 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>Edward Payne (7:10)</td>
<td>Orwell</td>
<td>1</td>
<td>Bob Fields</td>
</tr>
<tr>
<td>Bristol</td>
<td>2</td>
<td>Joel Bouvier</td>
<td>Panton</td>
<td>1</td>
<td>Paul Sokal</td>
</tr>
<tr>
<td>Ripton</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shoreham</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Starksboro</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Susan Reit de Salas (7:05)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vergennes</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td>Cheryl Brinkman</td>
</tr>
<tr>
<td>Lincoln</td>
<td>1</td>
<td></td>
<td>Waltham</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Weybridge</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>Tim Wickland</td>
</tr>
<tr>
<td>Monkton</td>
<td>1</td>
<td>Teresa Kuczyinski (TK), District Mgr. Don Maglienti (DM), Program Mgr. Jac Hochreiter (JH), Public Outreach Coordinator. Carlie Wright (CW), ECO AmeriCorps Member</td>
<td>Whiting</td>
<td>1</td>
<td>Carolyn Schmidt</td>
</tr>
<tr>
<td>Weybridge</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weybridge</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

3. MEMBER COMMUNICATIONS – None.

4. APPROVAL OF MINUTES FROM MEETING NO. 284 –
   Motion #1: R. Reed moved to approve the minutes of meeting #284. P. Sokal seconded the motion.
   VOTE on Motion #1: Yes – 14 (Addison, Bristol (2), Goshen, Leicester, Monkton, New Haven, Orwell, Panton, Shoreham, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

5. DISTRICT MANAGER REPORT –
   a. Personnel – TK introduced Carlie Wright, who is our ECO AmeriCorps member. Carlie will assist us with the Materials Management Plan (MMP) for the period Sept. 12, 2016 to mid-Aug. 2017, working with DM and JH on school outreach. It was a competitive selection process, and we are happy to have her assistance.
   b. General –
• The Transfer Station received another inspection from ANR. TK reminded supervisors to notify their town selectboards and the District if they see incorrect procedures at the town drop-offs. TK stressed that each town drop-off should have a landfill ban sign posted.

• TK met with the Salisbury Landfill Committee last night. The Town is moving toward the closure of its unlined landfill, and is working on a closure plan. The Committee had met with Therese Kirby, Bristol Town Manager, to learn about how Bristol closed its landfill and joined the District. The process to become a member would begin with a letter of interest from the Town selectboard. Then the BOS would draft an agreement for approval by the voters of Salisbury. The Town would warn two votes: one to accept the agreement and the second to join the District. The BOS would then vote to accept the Town. If Salisbury votes to join, the Town would have to demonstrate that the landfill is closed before the BOS would accept the Town as a member. The vote would therefore have to happen when the landfill can be closed and capped, most likely in spring–fall 2017.

6. PROGRAM MANAGER REPORT –
   a. General Updates –
      • DM reported that the HazWaste Center recently started collecting cooking oil for biodiesel, and sending it to Black Bear Biodiesel. This is a higher use than disposing of it as hazardous waste, and it is working quite well so far. They provided us with a drum to pump out when full. We will do a soft opening, with limited advertising at first.
      • DM has been working on the quarterly report, and JH has finished the newsletter, which will be a full color issue. Next week we will all be working on the Annual Report.
      • DM scheduled staff trainings over the next couple of months, including: CPR, Fire Safety, Hazardous Communication, Bloodborne Pathogens, and RCRA/DOT hazardous waste training.
      • JH and CW hosted a booth at Dead Creek Wildlife Day and sold out of kitchen collectors.
   b. Business Outreach Report – Food Scrap Diversion – JH reported that business outreach is going well thus far; 55 businesses in our District currently divert food scraps in some way, and 14 businesses have expressed interest in conducting a waste assessment as the first step toward creating a food scrap diversion program. C.Schmidt asked if any issues came up that we could not answer thus far. JH mentioned that packaged food disposal has come up a few times and that ANR would like us to keep them informed if many businesses have an issue properly disposing of packaged foods.

7. FINANCIAL REPORTS –
   a. August 2016 Financial Report – The Capital Reserve Fund expenditures are still incorrect in the breakdown of Capital Acquisitions v. Capital Development. For some reason, the formulas are still not carrying forward and continue to switch lines. TK will meet with the Business Manager when she returns from leave to resolve this issue. Despite it being a busy month, August realized a net gain of only $2,407 in the General Fund because of extra expenses in August totaling $41,300: $30,000 extra payroll period; $6,300 bulk purchase of blue bins for recycling; and $5,000 wood chipping. Transfer Station transactions reached the 50,000 mark for the first time, which the BOS will see in the 2016 Annual
Report. D.Gaynor and P.Sokal suggested using line graphs, or a combination of both line
and bar graphs, as lines more clearly show the trend over time.

b. Municipal Diversion Grant Applications – None received.
c. School Diversion Grant Applications – None received.

8. NEW BUSINESS –

a. High Meadows Fund Grant Application for Purchase of Food Scrap Toters – JH
reported that the District is considering applying for a High Meadows Fund Grant that
would provide funds to establish food scrap collection at member town drop-offs. The grant
application is due on Nov. 18, and encourages providing education to residents, as well as
collaboration with volunteer groups. The District would like to use the funds, if granted, to
provide bear-resistant toters to each town drop-off, and set up educational booths at each
drop-off for four weeks, utilizing volunteers from the Master Composter course. The
volunteers could provide brochures, sell kitchen collectors and answer questions or concerns
regarding food scrap diversion. J.Bouvier asked what kind of collection truck would be
used, and TK mentioned that certain details such as trucks and toter servicing would be
based on forthcoming draft rules from ANR. A discussion ensued about toter size and usage.

Motion #2: C.Brinkman moved to authorize District staff to apply for the High
Meadows Fund grant, with staff discretion on purchase of type of food scrap
toters. D.Gaynor seconded the motion.

VOTE on Motion #2: Yes – 17 (Addison, Bridport, Bristol (2), Goshen,
Leicester, Monkton, New Haven, Orwell, Panton, Ripton, Shoreham,
Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

b. ANR Hauler Meeting on 11/15/16, 6 PM at Brandon Town Hall – The Agency of
Natural Resources (ANR) will be holding meetings around the state with waste haulers to
share Act 148 information, answer questions and receive comments. They have scheduled a
hauler meeting in Brandon on Nov. 15, 2016, at 6 PM at the Brandon Town Hall for waste
haulers from the Rutland County Solid Waste District, the Rutland County Solid Waste
Alliance Communities and our District. BOS members may attend, but must RSVP to TK
because space might be limited. P.Palmer and D.Sabatini volunteered to attend.

c. ACSWMD Annual Hauler Dinner on 12/8/16, 5 PM at Middlebury VFW – The
District will be holding its own Annual Hauler Dinner Meeting, catered by Susan Pratt, at
the VFW on Exchange Street in Middlebury, 12/8/16 at 5 PM. All BOS members are
welcome, and each may bring a guest at no charge. Additional guests will be $35 per
person. We do not plan to have a guest presenter this year, so it will just be a chance for area
haulers, District staff, and interested BOS members to get together. The Annual Hauler
Dinner Meeting is in lieu of the regular December BOS meeting.

d. C&D Diversion – C&D Sorting Facilities, Residuals, Source Separation – DM
visited the Casella C&D sorting facility at 1496 Redmond Rd. in Williston (formerly the
CSWD-owned Burlington Area Transfer Station) to confirm that the facility is bringing
source-separated C&D to C&D recyclers, including Tria in Canada. After research, District
staff has determined which portion of the C&D will be subject to the District Fee and which
will be exempt. TK says that it is the District mission to promote C&D recycling, as long as
it is legitimate recycling of source-separated C&D and not loads of C&D mixed in with
trash. Contractors also have to separate out recyclables such as cardboard from the C&D
portion that is sent for disposal, per state law and District ordinance. Staff would like to visit
Tria to learn more about their recycling process. P.Sokal suggested developing an
educational program for contractors, to help prevent recyclables in C&D loads.

e. Amend Policy Implementing the Waste Management Ordinance to add exemption
for tires used as tire-derived fuel – TK has received tire company inquiries as to whether
our District will also charge the District fee of $33.40/ton in addition to the $6/ton franchise
tax, now that BDS confirmed they are sending all shredded tires for use as tire-derived fuel
(TDF) at paper mills and cement kilns, instead of for use in civil engineering projects. TDF
is not considered recycling or reuse under the VT Solid Waste Rules or the District's Waste
Management Ordinance (WMO). The Chittenden Solid Waste District has added their
District fee to tire disposal. The District will have to begin charging tire dealers and others
the District Fee if the Policy is not amended to exempt tires used as TDF. Staff mentioned a
lack of non-TDF tire recycling markets, while the landfill ban on tires still requires the
District to divert them. TK explained that this amendment was a specific exemption for
TDF, not for disposal in a Waste-to-Energy facility. B.Munoff questioned the difference
between burning in a paper mill and a WTE facility. C.Schmidt does not want to encourage
burning of any tires for any purpose due to the health and environmental impacts. D.Gaynor
agreed, adding that all of the waste districts should be unified in charging the district fees
for tires disposed of as TDF in order to more accurately reflect the environmental costs of
burning tires, and to push businesses to find other alternatives. C.Brinkman mentioned that
this is their only alternative to landfilling. A discussion ensued regarding whether ground-up
tires could be landfilled and whether this was a better alternative to TDF. TK will send the
BOS a copy of the Tire Study Committee report, and advocated for an extended-producer-
responsibility law for mfgs. to take back tires, placing the burden on them to come up
recycling solutions. R.Reed suggested voting on the amendment at hand and saving a
discussion on what to do with the tires for another time. C.Brinkman commended TK on
trying to research different options for tire recycling.

Motion #3: B.Fields moved to amend the Policy Implementing the Waste
Management Ordinance, to add an exemption for tires used as tire-derived fuel.
P.Sokal seconded the motion.

VOTE on Motion #3: Yes – 0. No – 17 (Addison, Bridport, Bristol (2),
Goshen, Leicester, Monkton, New Haven, Orwell, Panton, Ripton,
Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). Abstain – 0.

f. Draft #2 of 2017 Annual Budget and Adopt Budget for Distribution to Member
Municipalities – TK reviewed the changes since Draft #1, including a lower estimated 2017
year-end balance in the General Fund. This is due to a lower anticipated 2016 year-end
balance after August numbers were added. The $123/ton tip fee at the Transfer Station, and
the $33.40/ton and $10/ton District Fees will remain the same. District staff proposed
several rate increases at the Transfer Station in response to rising program costs for certain
materials such as motor oil, oil filters, tires and clean wood. Staff also requested that we
lower the minimum MSW/C&D rate from $6.15/load to $6.00/load to avoid the amount of

FB October 20, 2016
change made in the scale house. D.Gaynor expressed concern that a budgeted five percent tonnage reduction in 2017 would result in a reduction of various program efforts. TK responded that the 5% reduction would not result in reductions in service in 2017, but noted that expenses would exceed revenues in 2017. This reliance on 2016 surplus in 2017 was an intentional effort to lower year-end surpluses. The rate per gallon for commercial food scrap collection was discussed, and B.Munoff suggested waiting to discuss rate changes until staff develops a plausible plan for collection of food scraps. TK mentioned the need for more research regarding food scraps from both the haulers’ and the District's perspectives.

Motion #4: C.Brinkman moved to amend the budget to adjust the tire recycling rates to include the District fee of $33.40/ton. B.Munoff seconded the motion.

VOTE on Motion #4: Yes – 17 (Addison, Bridport, Bristol (2), Goshen, Leicester, Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

Motion #5: J.Bouvier moved to approve the amended draft 2017 budget for distribution to member municipalities. C.Brinkman seconded the motion.

VOTE on Motion #5: Yes – 17 (Addison, Bridport, Bristol (2), Goshen, Leicester, Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

9. OTHER BUSINESS –

- C.Schmidt recalled that when B.Fields sent out a group e-mail with ideas regarding food scrap collection, C.Brinkman wrote that a discussion via e-mail could be a violation of VT’s Open Meeting Law. C.Schmidt is researching whether the discussion could continue if we provide a read-only version of the conversation on the District website.
- J.Bouvier mentioned that Bristol received their $145,000 reimbursement from the State for the closing of their unlined landfill, thanks to the help of local legislators.
- S.Reit de Salas reported that Starksboro moved its town drop-off to a new location, just north of the town center by the town garage.

10. EXECUTIVE SESSION – None needed.

11. ADJOURN –

Motion #6: B.Munoff moved to adjourn the meeting at 9:16 PM. J.Bouvier seconded the motion.

VOTE on Motion #6: Yes – 17 (Addison, Bridport, Bristol (2), Goshen, Leicester, Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

I agree that this is an original of the October 20, 2016 minutes that were considered and approved by the BOS at its meeting of _______.

_____________________________
Teresa A. Kuczynski, District Clerk

FB October 20, 2016