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 Retreat, Meeting No. 284
Thursday, September 15, 2016, 4:00 PM
Middlebury VFW Post 7823, 530 Exchange Street, Middlebury, VT 05753

1. OPEN MEETING – ROLL CALL – The Board of Supervisors (BOS) meeting was called to order by Timothy Wickland, Chair at 4:10 PM on September 15, 2016, in the VFW Hall, 530 Exchange 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/Megan Battey</td>
</tr>
<tr>
<td>Bridport</td>
<td>1</td>
<td>Ed Payne (4:21 p.m.)</td>
<td>Orwell</td>
<td>1</td>
<td>Bob Fields</td>
</tr>
<tr>
<td>Bristol</td>
<td>2</td>
<td>Joel Bouvier (4:18 p.m.)</td>
<td>Panton</td>
<td>1</td>
<td>Paul Sokal</td>
</tr>
<tr>
<td>Cornwall</td>
<td>1</td>
<td></td>
<td>Ripton</td>
<td>1</td>
<td>Steven Zwicky (6:15 p.m.)</td>
</tr>
<tr>
<td>Ferrisburgh</td>
<td>2</td>
<td>Vacant/vacant</td>
<td>Shoreham</td>
<td>1</td>
<td>Conrad Waite</td>
</tr>
<tr>
<td>Goshen</td>
<td>1</td>
<td>Diane Mott (4:36 p.m.)</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></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>Carolyn Schmidt</td>
</tr>
</tbody>
</table>

Staff: Teresa Kuczynski (TK), District Mgr.
       Don Maglienti (DM), Program Mgr.
       Patti Johnson (PJ), Business Mgr.
       Gary Hobbs (GH), Tr. Station Mgr.
       Chantel Stearns (CS), Admin. Assist.
       Jaclyn Hochreiter (JH), Public Outreach Coordinator

Guests: Michael Smith, Weston & Sampson
        Robert and Jim Foster, VNAP

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

3. MEMBER COMMUNICATIONS – None.

4. APPROVAL OF MINUTES FROM MEETING NO. 283 –
   Motion #1: R.Reed moved to approve the minutes of meeting #283. C.Schmidt seconded the motion.

   VOTE on Motion #1: Yes – 12 (Addison, Leicester, Lincoln, Monkton, New Haven, Orwell, Panton, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 1 (Shoreham).

5. FINANCIAL REPORTS –
a. Review July 2016 Financial Report – PJ reported that July was a good month with a net gain of $54,260. Tonnage for July was 2,443, up from 1,883 tons last year. July has been a very busy month. B.Fields asked if there were any surprises coming up; PJ reported no anticipated issues with the remainder of the calendar year. The ACR, which is a variable rate

FB September 15, 2016
in the Casella recycling contract, increased to $68.05/ton. The construction loan obtained from NBM in 2014 will be paid off within 18 months, as we have increased our payments to $15,000/month to pay it off sooner. B.Fields asked who authorized that, and PJ stated that the BOS voted for it as part of the 2016 Annual Budget.

b. Vote to Transfer $100,000 from the General Fund to the Organics Rate Stabilization Fund (E.Bd recommendation) – TK asked the BOS to approve a transfer of $100,000, from a 2015 surplus rolled over into the 2016 General Fund, to the Organics Rate Stabilization Fund, bringing the ORSF balance to $200,000. The Executive Board (E.Bd) recommended that these funds be used for capital and other expenses to be incurred in implementing Act 148 mandates regarding food scrap collection and management.

Motion #2: C.Brinkman moved to approve the transfer of $100,000 from the General Fund to the Organics Rate Stabilization Fund. C.Schmidt seconded the motion.

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

c. Municipal Diversion Grant Applications – None received.

d. School Diversion Grant Applications – None received.

6. ANNUAL RETREAT –

TOPIC: Planning for Expanded Organics Diversion in the ACSWMD

a. Staff Introduction, Overview of Act 148 and MMP Mandates for Organics

Diversion – TK introduced Michael Smith from Weston & Sampson and Robert and Jim Foster from VT Natural Ag Products (VNAP). TK, DM and JH gave a presentation on Act 148 deadlines and landfill bans, the District’s food scrap pilot programs, a summary of other district activities, and current and proposed public outreach efforts to businesses.

b. Guided Discussion with Moderator, Michael Smith, P.E., Weston & Sampson –

M.Smith introduced himself as a professional engineer who has worked with the District in design/construction of its 2014-15 transfer station expansion and in planning for organics management. M.Smith summarized the purpose of tonight’s retreat: to examine the role of the District and ideas for the collection and diversion of food scraps. The four elements for the District are: education, collection, disposal and enforcement. Education is already underway, within well-defined guidelines from the State. Enforcement will be a future concern. The more immediate need is to understand what to do with collection and diversion of food scraps and to prepare the District for the July 1, 2017 Act 148 deadline, when trash haulers and facilities have to begin offering collection of food scraps. For one, does the District want to maintain local control, or send the food scraps to an out-of-District facility? M.Smith presented a quick summary of the pros and cons of organics composting v. anaerobic digestion. The goals of these diversion techniques are: (1) stabilization of material; (2) reduction of vector attraction (no birds, rats, flies, etc.); (3) pathogen reduction; and (4) conversion to a beneficial soil amendment and/or capturing heat and energy.

[Break for dinner at 6:00 p.m.]
Jim and Robert Foster were invited to comment on VNAP’s ability and willingness to accept food scraps from District member towns. M. Smith broke the BOS members into four groups for discussion of organics diversion. The basis of discussion was the District’s role with regard to haulers, town drop-offs, businesses and residents.

Discussion Group Comments on the District’s Role with Regard to:

Group #1 - Haulers:
- Best option is to keep it local and do not process organics, just collect and distribute to a facility;
- Educate and empower haulers to enforce at the curb in order to prevent contamination;
- Meet with the haulers to discuss their concerns and needs;
- Do not pay for haulers’ equipment, but help them in other ways, such as offering advice and a drop-off option;
- Look at criteria for exemption of rural residential collection.

Group #2 – Town Drop-Offs:
- Best option is partnering with a local company to give the District some control, and share expenses and benefits;
- Need to recognize that some haulers are pulling out of the town drop-offs;
- Additional regulatory burden on member towns and city;
- District Investment:
  - We could purchase a truck or roll-off and provide staffing;
  - Figure out how to distribute the costs.
- Keep local haulers in business;
- Perhaps each town could collect organics for the District to collect.

Group #3 - Businesses:
- Do it locally;
- Do what we do best / stick to what we do;
- Do whatever falls into the realm of solid waste management;
- Do more education;
- Management / enforcement;
- Choices for collecting food scraps ourselves, or entering into a local contract (RFP, RFB).

Group #4 - Residents:
- Education is key: show how food waste is actually a resource;
  - Separate residents into groups and focus on the groups that are most resistant;
  - School education is important.
- Pay for outside contractor, and increase the tipping fee;
- Make residents responsible for cleaning their own food scrap toters;

Return to agenda # 6(b) at 6:50 p.m.

FB September 15, 2016
• The District should sell Bio-bags at the Transfer Station at a profit (the cost can go towards the price for hiring an outside contractor);
• Repeal Act 148.

The Chair thanked the Fosters and Michael Smith for their valuable insight into organics management options for the District and their willingness to work with us on finding a solution. The BOS will continue to discuss this topic at future meetings.

7. DRAFT #1 – 2017 ANNUAL BUDGET – The Chair asked the BOS if they cared to table the discussion of the draft budget until the next meeting, due to the late hour. B. Finger moved to approve the draft budget, and P. Sokal seconded the motion. The Chair confirmed that the motion was facetious. PJ stated that if there were any questions, feel free to call or e-mail her, as she will not be able to attend the BOS meeting in October. PJ mentioned a few highlights:
  • The State is showing overall declines in MSW disposal of 5% since mandatory recycling took effect, so we estimated a 5% decrease in MSW tonnage in 2017;
  • C&D tonnage was reduced by 10% in anticipation of more opportunities to recycle source-separated C&D;
  • Personnel costs increased due to the addition of two new full-time employees - the Public Outreach Coordinator and a Transfer Station Operator II - this year;
  • An anticipated increase in health insurance was budgeted, as BCBS/VT was granted a 7.3% rate increase by the State regulatory board; and
  • Program expenses were increased substantially to provide for additional public outreach, education, materials and training surrounding the Act 148 Food Waste mandates.

TK added that the draft budget includes the $100,000 transfer from the General Fund into the ORSF in 2016. The Chair stated that the E. Bd will go over the details of the draft budget at its next meeting on Oct. 12 and will bring a final draft to the BOS at its meeting on Oct. 20.

8. OTHER BUSINESS – None.

9. ADJOURN –
   Motion #3: B. Finger moved to adjourn the meeting at 8:21 PM. B. Munoff seconded the motion.
   VOTE on Motion #3: Yes – 18 (Addison, Bridport, Bristol (2), Goshen, Leicester, Lincoln, 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 September 15, 2016 minutes that were considered and approved by the BOS at its meeting of _____________.

Teresa A. Kuczynski, District Clerk