NOTE: These minutes are subject to review and modification by the
ACSWMD Municipal Drop-off Advisory Committee at its next meeting.

ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT
Municipal Drop-off Advisory Committee Meeting
ACSWMD Office
1223 Route 7 South
Middlebury, VT 05753
October 5, 2017, 5:00 PM
MINUTES

Members Present: Bill Finger (BF); Cheryl Brinkman, Chair (CB); Susan Reit de Salas (SR); Deb Gaynor (DG) (by phone); Richard Reed (RR). Staff: Don Maglienti, Program Manager (DM); Teri Kuczynski, District Manager (TK).

I. Call to Order – The Chair called the meeting of the Municipal Drop-off Advisory Committee (MDAC) to order at 5:05 PM.

II. Edits to Agenda if Needed, and Approve Agenda –

Motion #1: SR moved and RR seconded to accept the agenda as presented.

VOTE: All in favor.

III. Approve Minutes of September 7, 2017 –

Motion #2: SR moved and RR seconded to approve the minutes of September 7, 2017.

VOTE: All in favor.

IV. Revisit Regional Drop-off Option: The Chair reviewed the purpose of the MDAC, and gave a recap of the MDAC’s activities to date, as presented to the Board of Supervisors (BOS) at its Retreat on 9/21/17. First, the MDAC received an overview of the current network of town and private drop-offs in the District. Then the MDAC met with the select boards and Vergennes City Council (and their haulers) to assist them in preparing to collect food scraps at their drop-offs. The last task is to look at the possibility of one or more regional drop-offs, and as part of that, updating the Transfer Station Site Selection and MRF Criteria (Appendix A to the SWIP). SR praised the Chair’s presentation to the BOS on behalf of the MDAC.

- Recap of CSWD Facility Tour and discussion of first impressions: DM presented photos of the three Chittenden Solid Waste District (CSWD) drop-offs that members of the MDAC visited:

1. Williston. This is the largest drop-off site. The facility consists of a line of short tip walls with roll-offs and gates for self-serve; an appliance accumulation area; a reuse shed (same design as ours); food toters; two side-opening roll-offs, painted by artists, with wooden stairs (no handles) leading up to them for self-serve. One suggestion: Do not use long wooden stairs; there is always a gap between the stairs and the roll-offs, and the stairs are very heavy to move. The CSWD is looking at replacing them with a rolling staircase with handles. We like their display showing how to estimate volumes, as they do not have scales. They charge per item for bulky wastes. A shed containing a waste oil tank is there. Signs were everywhere, but not all were up-to-date. A large, modified sea container is used for collecting special wastes, with buckets for mercury-containing devices and batteries. Boxes of various sizes are there for fluorescent lamps. They limit it to 10 lamps per day (we use per visit). Containers are there for oil filters from residential generators only. They store clean gypsum drywall in a bunker in the garage, and dirty stumps in an adjacent bunker. They collect a large pile of brush until a contractor chips it. A maintenance garage is located there.

2. So. Burlington. This smaller facility in the city is very busy. It consists of various short tip walls with roll-offs and gates for self-serve, all under a large canopy. Small stationary compactors accept trash and
recycling. A reuse shed is located in the parking area. The site is too small. The queuing area and the
turnaround at the scalehouse (almost 90°) are too tight for the 400 cars per weekday and 800 cars per
Saturdays. There are no scales at the facility. A line of blue toters are for collecting food scraps and will be
replaced with green toters soon. A large brush pile is onsite. Leaf & yard waste is collected there.

3. Richmond. This smaller facility is more remote, not as busy, although cars can queue up on a
Saturday all the way to the major road. It uses the same type of layout – roll-offs, 2 small compactors, reuse
shed, small scalehouse and no scales. The site is fenced in. One bunker contains tires and the other contains
leaf & yard waste. A small brush pile is on-site.

All sites use a computer with easy-to-use software to record each type of incoming waste. None of the sites
accept credit cards or debit cards. None have scales. Most sites are open to 3:30 p.m.; none are open past 5
p.m. The MDAC asked staff to send a thank-you note to Lee Tuure for his time and advice.

- Draft Regional Transfer Station Siting Criteria in SWIP: TK sent out a second draft of the new
Transfer Station and MRF Site Selection Criteria to the MDAC. DG would like to consider noise level and
light pollution in the criteria. The MDAC decided to table further discussion of the Criteria until the next
meeting. In the meantime, members should send in their comments/suggestions to TK within the next three
weeks so that she can compile all of them prior to the November meeting.

- Survey of Local Residents re: needs, preferences for drop-off services: At the retreat, the BOS had
suggested a new survey to poll residents regarding their satisfaction with the current system of town drop-offs
and to ask whether they had a need or preference for a regional drop-off that accepted more materials and was
open more hours and/or days of the week. DM reviewed the last SWIP survey that we completed in 2016, and
which did contain some questions about how residents manage their waste. This previous postage-paid, mail-
back form cost about $10,000 for 18,000 mailed / 1,800 returned, which is a high rate of response. To go on
the cheaper side and utilize existing mailings/website for this new survey is preferred.

Ideas:
(1) Can a Middlebury student class do a “Random” survey? Maybe, but not until next spring or the
“J-Term” in January.
(2) Can we use our regular newsletter? Yes, but it just went out and is only a twice a year event.
(3) Can we use Front Porch Forum to get folks to go to our website to take a survey (e.g.,
SurveyMonkey)? Yes, but only works for computer savvy people.
(4) Can we supplement the non-computer folks with a telephone survey? Yes, but it will need to
wait until the new Public Outreach Coordinator is hired.

Summary: We could do a multi-prong survey (newsletter, website, Front Porch Forum, Midd. College Class)
but this will all take 3-6 months to tackle. Use the term “full-service drop-off” rather than “regional facility”?
RR - Keep it to one page. SR – Define the period of time in which to respond.

Potential Survey Questions:
How do you rid yourself of trash and recycling?
Do you prefer curbside or Drop-Off options?
Would you like access to a Drop-Off during the week as well as Saturdays?
What would you like to see for convenient hours of operation?
Would you like to be able to dispose of:
  Used oil _____
  Batteries _____
  Electronics _____
  Fluorescent lights _____
  Appliances _____
  Fill in the blank? ______
In what town would you like to see a full-service Drop-Off be located?
The Chair asked what the MDAC wants to do for future meetings. Does it only want to convene when it needs to for a specific issue? If everyone could get their comments/suggestions on the Site Selection Criteria to TK within the next three weeks, we could meet either in November or December.

Motion #3: BF moved and SR seconded to adjourn the meeting at 6:45 p.m.

VOTE: All in favor.

I agree that this is an original of the Oct. 5, 2017 minutes that were considered and approved by the MDAC at its meeting of ____________.

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Teresa A. Kuczynski, District Clerk