NOTE: These minutes are subject to review and modification by the ACSWMD Executive Board at its next regular meeting.

ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT
EXECUTIVE BOARD MEETING MINUTES
ACSWMD CONFERENCE ROOM
1223 Rt. 7 South, Middlebury, VT 05753
Wednesday, October 11, 2017, 3:00 PM

1. CALL TO ORDER – Tim Wickland (TW), Board of Supervisors (BOS) Chair, called the meeting of the Executive Board (E.Bd) to order at 3:02 PM. Other E.Bd members present: Bill Munoff (BM), Ed Payne (EP) (3:30pm), Richard Reed (RR), Eric Murray (EM), Paul Sokal (PS) and Cheryl Brinkman (CB) (3:07pm). Staff present: Teresa Kuczynski (TK), District Mgr.; Don Maglienti (DM), Program Mgr.; Patti Johnson (PJ), Business Mgr.

2. APPROVE THE AGENDA –
   Motion #1: PS moved to approve the Agenda as presented. EM seconded the motion.
   VOTE: Yes – 5 (TW, BM, EM, RR, PS). No – 0. Abstain – 0.

3. MINUTES OF SEPTEMBER 13, 2017 MEETING –
   Motion #2: EM moved to approve the minutes from September 13, 2017. RR seconded the motion.
   VOTE: Yes – 5 (TW, BM, EM, RR, PS). No – 0. Abstain – 0.

4. PUBLIC COMMENT PERIOD – The Chair opened the Public Comment Period.

5. MANAGER REPORT –
   a. Personnel – Our Public Outreach Coordinator, Jac Hochreiter’s, last day is Oct. 12th. The position has been advertised in several places, and we already received 18 applications in the first week. We have reviewed those and short-listed some for interviews. We will wait a second week for more applications to arrive.
   b. Health & Safety – Heidi from VLCT PACIF visited the District to perform a health & wellness check-up session for interested employees. This was a follow-up to her last visit in May when each employee set target goals for improving their health.

6. FINANCIAL REPORTS –
   a. August Financial Report – PJ presented August Financials. Tonnage is relatively stable in comparison to previous year. We finished the month with (-$2,500) balance, due to the three paycheck periods. The ACR dipped a bit below $75/ton, but steel prices remain favorable.
   b. Municipal Diversion Grant Applications – No new applications received.
   c. School Diversion Grant Applications – Orwell Village School has applied for a grant to educate students on the benefits of composting by establishing a composting and recycling station within the lunchroom, as well as a fully functioning compost bin in the school yard. They also wish to purchase two green cones to begin composting the meat & bones. Discussion followed to approve the Grant on condition that we offer to sell them the Green Cones at our reduced price rather than the higher price they have listed in their proposal.
      Motion #3: PS moved to approve the grant application from Orwell Village School with an adjustment that the District will provide the green cone digesters at our reduced price. RR seconded the motion.
      VOTE: Yes – 6 (TW, BM, EM, RR, PS, CB). No – 0. Abstain – 0.

7. NEW BUSINESS –
a. **Reject Bids and Issue New RFB for Used Yard Truck** – Only two bids were received for a used DOT-legal yard truck, and neither bid met the required specs in the RFB. The DOT-legal yard trucks would allow staff to haul trailers to the garage without having to pay for hauling or towing. TK and Gary Hobbs recommended that the E.Bd reject the current bids and issue a new RFB for a used non-DOT legal yard truck. EM asked if it would be a conflict of interest if he were to submit a bid. The E.Bd agreed that he could bid as long as he informed them he was bidding and recused himself of any discussion or vote on the bids.

b. **Town of Salisbury Letter to Join ACSWMD** – TK reported that the Town of Salisbury Selectboard had approved a letter to the ACSWMD stating an interest in closing their landfill and joining the District. TK was supposed to have received the letter in time for tonight’s meeting. The Selectboard Chair was to sign the letter, but would not sign it. She was reportedly going to send her own modified letter. The E.Bd agreed that they would entertain a letter from the Selectboard as long as it was signed by the members who voted to approve the letter.

c. **Meeting with Legislators, URL Stakeholder Meeting on Organics Collection** – TK reported on the Universal Recycling Law (URL) Stakeholder meeting on organics collection, which was well attended by many interest groups including waste haulers. TK asked for guidance on discussing the URL with all Addison County legislators. The E.Bd preferred that TK contact the legislators who serve on the committees that would review any proposed amendments to the URL. TK mentioned the hauler dinner coming up on Dec. 6th.

8. **EXECUTIVE SESSION** – None.

9. **AGENDA ITEMS for October 19, 2017** – TK recommended that the E.Bd cancel the Oct. 19th BOS meeting due to lack of business.

   Motion #4: CB moved to cancel the October BOS Meeting. BM seconded the motion.


10. **OTHER BUSINESS** – TK mentioned that State penalties (10 VSA Chapter 159 Section 6612(d)(2)) for operating a solid waste facility in Vermont without a permit are serious: a criminal penalty not to exceed $250,000, or imprisonment for not more than five years, or both, for the transport, treatment, storage, or disposal of more than one cu.yd or more than 275 lbs of solid waste. In the case of a continuing violation, each day it continues may be considered a separate and distinct offense. The law applies to public and private operations.

11. **APPROVAL OF PAYMENTS** – Invoices paid in the month of September 2017 were reviewed/approved.

12. **ADJOURN** –

   Motion #5: EM moved to adjourn the meeting at 4:07 p.m. BM seconded the motion.


   
   I agree that this is an original of the October 11, 2017 minutes that were considered and approved by the E.Bd at its meeting of ______________.

   Teresa A. Kuczynski, District Clerk