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, June 13, 2018, 3:00 PM

1. CALL TO ORDER – Cheryl Brinkman (CB), Board of Supervisors (BOS) Chair, called the meeting of the Executive Board (E.Bd) to order at 3:01PM. Other E.Bd members present: Bill Munoff (BM), Bill Kernan (BK), Eric Murray (EM), Tim Wickland (TW) and Paul Sokal (PS). Staff present: Teri Kuczynski (TK), District Manager; Don Maglienti (DM), Program Manager; Annina Seiler (AS), Public Outreach Coordinator; Patti Johnson (PJ), Business Manager. Guests: Mike Norris, Norris Bros Solar Development.

2. APPROVE THE AGENDA –
   Motion #1: TW moved to approve the agenda with the following change: Move the Norris Bros Solar Development Draft Agreement out of Executive Session and into New Business, provided that is acceptable to Mr. Norris. BM seconded the motion.
   VOTE: Yes – 4 (BM, BK, CB, TW). No – 0. Abstain – 0.

3. MINUTES OF MAY 9, 2018 MEETING –
   Motion #2: TW moved to approve the minutes of May 9, 2018. BM seconded the motion.
   VOTE: Yes – 4 (BM, BK, CB, TW). No – 0. Abstain – 0.

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

5. MANAGER REPORT –
   a. Personnel – TK asked for guidance on whether to give Mon. off to yard employees for District holidays that fall on a Sun. The standard practice has been to give office staff Fri. off if the holiday falls on Sat. and to close the Tr. Station that Sat. If the holiday falls on a Sun., office staff are given Mon. off, but the Tr. Station staff have had to work on Mon. and don’t get that holiday off. The question is whether to close the Tr. Station on Mon. if a District holiday falls on a Sun. TK asked the E.Bd for guidance on this policy when it reviews updates to the current Personnel Policies. PJ stated that TK and she have rewritten portions of the Personnel Policies, some areas being contract issue updates with insurance providers and some things that need to be further discussed with the E.Bd such as changes to Sick/Holiday policies. The Chair suggested we come to the July E.Bd meeting prepared with a list of the areas that need to be discussed. TK asked that the discussion be delayed until August due to the SWIP rewrite, SWIP Report, Tr. Station Cert. renewal and other deadlines coming up in July. PJ reported that the District’s annual Worker’s Comp Insurance Audit resulted in a $503 refund for CY2017.

   b. Health and Safety – DM informed the E.Bd that Mt. Abe High School brought in a large quantity of chemicals from an ANR school cleanout on June 12. We asked for assistance from an ENPRO employee in the handling of these chemicals. Also, the VT Agency of Natural Resources (ANR) and Agency of Agriculture (AAFM) showed up that morning to conduct an unscheduled RCRA inspection of the HazWaste Center that included a tour and inspection of our facilities as well as facility records, handling and storage of chemicals, safety procedures, staff training, SDS sheets, invoices, logs, etc. TK was also asked to provide records for the Tr. Station certification such as daily tonnage demonstrating that the MSW and C&D tonnage did not exceed maximum allowances. DM expects that we will receive a few minor NOAVs, with a 35-day limit to correct the violations, although the inspectors did say that this was one of the best-managed facilities in VT. TK added that this would be the first NOAV in the past 15 years of operation.

6. FINANCIAL REPORTS –
a. April 2018 Financial Report – April Financials showed a gain of $48,477. Contributing to this gain was receipt of the annual SWIP grant of $29,271. Tonnage came in at 1,725 tons, a slight decrease from 1,760 tons in April 2017. However, 2018 accumulated tonnage is only 7 tons less than last year. Transactions continue to climb, with 15,349 visits in the first 4 months of 2018.

b. April ACR, Vergennes Drop-off Recyclable Collection – The April ACR (average commodity revenue) of $26.23/ton was the lowest we have seen in recent memory. We pay the $75/ton (Casella’s processing cost) less the ACR, or $48.77/ton. In April, we paid $6,693.19 for the ACR. With the avg. cost per ton ACR of $42.66/ton and avg. cost per ton haul of $17.19/ton, the total cost per ton for recycling is now $59.85/ton. With a tip fee of $50/ton at the Tr. Station, the District therefore lost ($4,993.27) on recycling in the first four months of 2018. TK added that we have not had to use the District’s Recycling Contingency Fund yet, but it remains available if needed. The recycling market prices are a result of China’s prohibition and restrictions on recyclables imported from the U.S. China’s prohibited list continued to grow, with more scrap materials added. Vergennes: The Chair reported on a situation in Vergennes with their Drop-off. Casella notified the City Manager that they were increasing their recycling fees by 43%. The City Council considered closing the Vergennes Drop-off as a result, which would have created a crisis not only for the City but for the four other towns that contract to use the Drop-off. District staff worked with Casella to provide a temporary solution for Vergennes to accept their recyclables at the Tr. Station, thereby saving some funds. The City Council decided to continue operating but only for another six months.

c. VLCT PACIF Grant for Camera Installation – VLCT PACIF has awarded the District a $4,668.79 grant for the purchase of security cameras in the tip building and in the scalehouse.

d. Municipal Diversion Grant Applications – No new applications received.

e. School Diversion Grant Applications – No new applications received.

- Request for Grant Eligibility by Private School: AS ask the E.Bd for clarification on our policy to provide Grant Funds to Private Schools. Our grant application states only public schools grades K-12 are allowed to apply. The North School asked if they were eligible for the grant.

Motion #3: EM moved to amend the School Grant Application to strike the work “public” and just say “schools”. TW seconded the motion.

Discussion: TW expressed concern that District Towns may object to our funds being used for non-public educational institutions. DM pointed out that our SWIP mandates us to provide outreach to all schools, not just public. EM stated that since the District gets its funding from gate fees and not taxes, there should be no conflict. AS stated that although the North School is a private institution, it was registered as a non-profit.

Amendment to Motion #3 – TW moved to amend EM’s motion to include the words “public and not-for-profit schools” v. taking “public” out altogether. BM seconded the motion.


7. NEW BUSINESS –

a. Norris Brothers Solar Development, LLC Draft Agreement, post-review by Legal Counsel –

Motion #5: TW moved to recommend to the full BOS that ACSWMD enter into the Net Metering Agreement with Norris, after Norris provides the District with Site Permits, Insurance Certificate and all other applicable documentation.

VOTE: Yes – 6 (BM, BK, CB, TW, PS, EM). No – 0. Abstain – 0.

b. Solid Waste Implementation Plan Amendments for 6/21/18 Public Hearing -

Motion #6: BM moved to warn the SWIP public hearing in order to discuss SWIP plan amendments in a Public Hearing to take place at the June 21, 2018 BOS meeting. EM seconded the motion.

VOTE: Yes – 6 (BM, BK, CB, TW, PS, EM). No – 0. Abstain – 0.

c. AAFM Draft Pesticides Grant Contract for FY2019-FY2022 – DM stated that the final contract did not arrive in time for the E.Bd to approve, but since this is a continuation of a previously approved
contract, the E.Bd agreed to advance it to the full BOS for approval should it arrive in time for the June 21st BOS meeting.

Motion #7: BM moved to advance the 2019-2022 Pesticide Grant Contract to the full BOS for approval. EM seconded the motion.

VOTE: Yes – 6 (BM, BK, CB, TW, PS, EM). No – 0. Abstain – 0.

d. S.285 Changes to Universal Recycling Law, and new URL Stakeholder Group – TK presented a summary of the changes to S.285 and S.260 made by the Legislature this session. Highlights include:
- Solid Waste Facilities (SWFs) can now charge a separate fee for recycling.
- SWF and Fast Trash locations only have to accept Leaf & Yard waste from April – December 15.
- Haulers are no longer required to pick up L&Y waste curbside.
- Solid waste facilities that offer trash collection and “fast trash” haulers must accept food residuals.
- Haulers will not be required to offer curbside collection of food residuals until 7/1/2020. ANR will convene a stakeholder group to discuss this over the summer and report back to the Leg.
- ANR can issue a waiver through 7/1/2019 allowing the landfilling of mixed paper if insufficient markets for recycling exist.
- As of 10/1/2019, unclaimed Bottle Bill deposits (“escheats”) will be collected and remitted to the State and deposited into the Clean Water Fund.

8. EXECUTIVE SESSION – No session needed.


10. OTHER BUSINESS – PJ asked the E.Bd to save the date for the 2018 BOS retreat at the Strong House Inn in Vergennes, Sept 20, 2018.

11. APPROVAL OF PAYMENTS – Invoices paid in May 2018 were reviewed/approved.

12. ADJOURN –

Motion #8: EM moved to adjourn the meeting at 5:46 PM. TW seconded the motion.

VOTE: Yes – 6 (BM, BK, CB, TW, PS, EM). No – 0. Abstain – 0.

I agree that this is an original of the June 13, 2018 minutes that were considered and approved by the E.Bd at its meeting of ______________.

Teresa A. Kuczynski, District Clerk