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, July 11, 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 3:00PM. Other E.Bd members present: Bill Munoff (BM), Eric Murray (EM) (3:10pm), Tim Wickland (TW), Richard Reed (RR), and Paul Sokal (PS). Staff present: Teri Kuczynski (TK), District Manager; Don Maglienti (DM), Program Manager; Gary Hobbs (GH), Transfer Station Supervisor; Patti Johnson (PJ), Business Manager.

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

3. MINUTES OF JUNE 13, 2018 MEETING –
Motion #2: PS moved to approve the minutes of June 13, 2018, with correction on p. 2, line 38 – add the Vote on Motion #3 as Amended, which was omitted. TW seconded the motion.

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

5. MANAGER REPORT –
   a. Personnel – The District has begun advertising for the vacant position of Transfer Station Operator II. The details of this event will be discussed in Agenda No. 8, Executive Session.

   TK informed the E.Bd that the District will be hosting the Addison County Chamber of Commerce Mixer for the first time, on Thursday, August 16, 2018 at 5:30 p.m. here at the ACSWMD Office. This will take the place of the August BOS meeting, which has usually been cancelled in past years. The E.Bd approved the hiring of a bartender with liquor license to provide a cash bar for wine and beer only. DM will provide short tours for those interested.

6. FINANCIAL REPORTS –
   a. May 2018 Financial Report – PJ reported that the District netted $37,409, as May was a busy month. YTD tonnage of 2,185 tons was 110 tons more than 2017. Transactions at the Transfer Station reached 6,083 in May, and YTD transactions are up by 2,200. YTD recycling tonnage is up by 67 tons, in part due to the addition of Vergennes recyclables. The May ACR was $32/ton. To date, we have lost ($7,000) on single stream recycling, which we were able to offset with $26,000 in scrap metal revenues through June.
   b. May ACR, Vergennes Drop-off Update – The Chair reported that Mel Hawley, City Manager is preparing letters to the four towns that use the Vergennes Drop-off regarding contract renewal. Due to the drop in recycling market prices and an increase in cost, the City was only willing to commit to operating its Drop-off through 12/31/18. CWM was not willing to lock in a per-ton price for a recycling contract. The recyclables from the Drop-off are now going to the District Transfer Station. TK added that the BOS will be able to review its rate for single stream recyclables at the Transfer Station as part of the draft 2019 budget. Our recycling and hauling contract expires on 12/31/18. We are waiting for CWM’s response on extending the contract for 2019.
   c. Municipal Diversion Grant Application – At 3:45 PM, the E.Bd received hand delivery of a Municipal Diversion Grant Application from the Town of Starksboro. While copies of the grant application were made, the E.Bd moved to 7(a). New Business:

7a. ANR approval of 6/21/18 SWIP – TK received the approval letter from the Agency of Natural Resources.
Resources (ANR) for the amended SWIP on 7/3/18. No changes were required.

c. AAFM Draft Pesticides Grant Contract for FY2019 – DM reported that the AAFM had provided the District with a one-year extension (to 6/30/19) of its existing Pesticides Grant Contract, in the amount of $26,000, with an option to renew for another year. TK added that we had expected a new, four-year Grant Contract but received a one-year extension instead. DM stated that this dollar amount would probably cover our expenses for two years.

Motion #3: TW moved to recommend to the full BOS approval of the Pesticides Grant Contract extension. BM seconded the motion.

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

The E.Bd returned to discussion of Agenda Item 6(c). The Town of Starksboro has applied for a grant for the purchase of a 40-cu.yd roll-off box for recycling that will replace a very old roll-off box. The total cost will be $8,763.60. The Town is applying for a 50% grant, or $4,381.80. After discussion of the roll-off box size and frequency of hauling:

Motion #4: EM moved to approve the Starksboro Municipal Diversion Grant Application. PS seconded the motion.

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

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

7. NEW BUSINESS (cont’d) –
b. Letter to Member Towns re Offering Potential Sites for a Regional Drop-off – TW questioned the word “planned” in the first sentence, and whether the BOS had decided to go forward with siting a regional drop-off. The Chair referred to the vote at the May 17th BOS meeting to accept recommendations of the MDAC and continue to move forward. One of the MDAC recommendations was to “investigate a second District regional drop-off for the collection of a variety of materials at one location.” A draft of this letter was prepared by the MDAC for that purpose. The timing has become more critical with the possible closure of the Vergennes Drop-off at the end of the year, leaving five towns without a drop-off option. In meeting with the Ferrisburgh Selectboard on June 19, they were encouraging the District to site a regional drop-off in the Ferrisburgh/Vergennes area. This letter was mailed out to the member towns on July 6, with a request for interested host towns to reply by August 6.

d. Transfer Station Inspection Report from DEC – The District received a Transfer Station Inspection Form Summary from ANR for the general facility. A separate report will be coming soon regarding the HazWaste Center. This general facility summary did not identify any alleged violations. However, it does contain some factual errors that TK will have to mention to the inspector.

8. EXECUTIVE SESSION –

Motion #5: EM moved to go into an Executive Session at 4:07 PM for the purpose of discussing the dismissal of an employee. RR seconded the motion.

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

The E.Bd came out of Executive Session at 4:36 PM.

9. AGENDA ITEMS for July 19, 2018 BOS Meeting:

Motion #6: PS moved to cancel the July 19th full BOS meeting. EM seconded the motion.

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

10. OTHER BUSINESS – None.

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

12. ADJOURN –

Motion #7: EM moved to adjourn the meeting at 4:45 PM. RR seconded the motion.

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

I agree that this is an original of the July 11, 2018 minutes that were considered and approved by the E.Bd at its meeting of ______________.

Teresa A. Kuczenski, District Clerk