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, August 8, 2018, 3:00 PM

1. CALL TO ORDER – Tim Wickland (TW), Board of Supervisors (BOS) Vice Chair called the meeting of the Executive Board (E.Bd) to order at 3:00PM. Other E.Bd members present: Cheryl Brinkman (CB) (3:05), BOS Chair; Bill Munoff (BM); Eric Murray (EM); Bill Kernan (BK); 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: BM moved to approve the agenda. RR seconded the motion.
   VOTE: Yes – 5 (BM, BK, RR, PS, TW). No – 0. Abstain – 0.

3. APPROVE MINUTES OF JULY 11, 2018 MEETING –
   Motion #2: RR moved to approve the minutes of July 11, 2018. PS seconded the motion.

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

5. MANAGER REPORT –
   a. Personnel – An offer of employment was made to one of the job applicants for the Transfer Station Operator II position.

6. FINANCIAL REPORTS –
   a. June 2018 Financial Report – PJ reported that June was a busy month with 6,848 transactions. Tonnage was 1,977, with an accumulated 164 tons less than the first half of 2017. June net gain was $24,913. TK – repair on compactor. Box truck transmission on brink $5K for new transmission. 2 Scrap trailers – condemning 3 trailers buy 2 junk trailers. Loader fan blew. TK reported that the District will be charged $0.15/lb for non-covered E-waste items as of 9/1/18. Staff will look at options for managing the non-covered items to save on costs. Although the District charges for non-covered items, it does not cover our O/H costs.
   b. June ACR – The June Average Commodity Revenue (ACR) was $33.89/ton, a bit higher than the $32/ton from May. But with 217.03 tons of single stream recycling, the District had to pay $8,992.10 to CWM. In the first half of 2018, the District has lost $10,509 on recycling, not counting overhead. TK asked the E.Bd if they wanted us to borrow funds from the Recycling Contingency Fund to cover our losses. EM thought we should increase our per-ton rate for single stream at the Transfer Station now. TK asked the E.Bd whether the District could hold off increasing the rate until 2019 – the haulers and town/city drop-offs are struggling, and the RCF was established to create a buffer for times like this when market prices have taken a significant down-turn. The E.Bd recommended that we continue to charge the current $50/ton rate, and at the end of the year, decide whether to borrow from the RCF to cover losses, and to recoup the losses and replenish the RCF in 2019.
   c. Municipal Diversion Grant Application – No new applications received.
   d. School Diversion Grant Applications – No new applications received.

7. NEW BUSINESS –
   a. AAFM Draft Pesticides Grant Contract Extension for FY2019 – TK explained that this is the same extension that the E.Bd approved in July as a recommendation to the BOS. Because the BOS did not meet

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in July and August and the AAFM needs the contract extension asap, TK asked the E.Bd to approve the contract extension.

Motion #3: BM moved to approve Pesticide Agreement. EM seconded the motion.

_**VOTE:**_ Yes – 7 (BM, BK, RR, EM, CB, PS, TW). No – 0. Abstain – 0.


Motion #4: BM moved to approve the AmeriCorps Agreement. EM seconded the motion.

_**VOTE:**_ Yes – 7 (BM, BK, RR, EM, CB, PS, TW). No – 0. Abstain – 0.

c. Member Town Letters re Potential Sites for a Regional Drop – The Chair reported that we did not receive any member town letters by the deadline of August 6. TK added that she heard from a reporter that the Ferrisburgh Selectboard discussed a potential site with Steve Huffaker and that some research is required: history of permits for the site when other developers expressed interest in it.

d. ANR Notice of Alleged Violations – HazWaste Center – TK stated that the inspection of the Transfer Station Facility did not result in any NOAVs from ANR. The E.Bd reviewed the NOAV letter from ANR for the HazWaste Center. DM reported that some of the items had already been completed: posting emergency numbers within the HazWaste Center, removing a few drums that were outdated, and designing an expanded inventory list for staff to use. DM is preparing to send a notice to emergency responders, including the hospital re: HazWaste Center details. Even though the facility and estimated contents are already part of the Addison County Emergency Response Plan, and we report updated Tier II data every year, we have to send a separate letter to emergency responders.

e. Preliminary Draft, Personnel Policies – PJ and TK summarized the proposed changes to the Personnel Policies in order to conform to new laws, as well as policies that the E.Bd had discussed changing over the past year. Several of the items require clarification or confirmation from legal counsel. The E.Bd asked TK to proceed with legal review prior to presenting the next draft to the E.Bd.

f. 2019 Annual Budget – Request for Guidance in preparing Draft #1 – TK reported that an increased rate for single stream recycling is pending a response from Casella on whether they will be increasing their rate for food scrap toters, and whether they are willing to extend the recycling & hauling contract in 2019. TK reviewed a draft list of proposed rate changes, which included the recycling rate increase, a charge for businesses for recycling, and charging the $1 admin. fee for each visit to the Reuse sheds. Staff also recommends increasing the rate for non-friable asbestos from $200/ton to $250/ton to cover our increased costs.

8. EXECUTIVE SESSION – None required.

9. UPDATE ON AUG. 16TH HOSTING OF ADDISON COUNTY CHAMBER OF COMMERCE:
Just a reminder that we are hosting the ACCOC meet & greet at the District office and Transfer Station on Thursday, August 16th at 5:30 PM. The District is not purchasing alcoholic drinks, but catered snacks and a cash bar will be available.

10. OTHER BUSINESS – None.

11. APPROVAL OF PAYMENTS – Invoices paid in July 2018 were reviewed and approved.

12. ADJOURN –

Motion #5: EM moved to adjourn the meeting at 5:18 PM. RR seconded the motion.

_**VOTE:**_ Yes – 7 (BM, BK, RR, EM, PS, CB, TW). No – 0. Abstain – 0.

_I agree that this is an original of the August 8, 2018 minutes that were considered and approved by the E.Bd at its meeting of______________._

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_Teresa A. Kuczynski, District Clerk_