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

ADDITION COUNTY SOLID WASTE MANAGEMENT DISTRICT
EXECUTIVE BOARD MEETING MINUTES
ACSWMD CONFERENCE ROOM
1223 Rt. 7 South, Middlebury, VT 05753
Wednesday, December 7, 2016, 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 3:00 PM. Other E.Bd members present: Bill Munoff (BM), Ed Payne (EP) (at 3:04 PM), Cheryl Brinkman (CB), Paul Sokal (PS) (at 3:03) and Richard Reed (RR). Staff present: Teresa Kuczynski (TK), District Manager; Don Maglienti (DM), Program Manager; Gary Hobbs (GH), TS Supervisor; and Patti Johnson (PJ), Business Manager.

2. Approve the Agenda –
Motion #1: BM moved to approve the agenda for this meeting. CB seconded the motion.
VOTE: Yes – 4 (BM, RR, CB, TW). No – 0. Abstain – 0.

3. Approve Minutes of November 9, 2016 Meeting –
Motion #2: RR moved to approve the minutes of November 9, 2016. BM seconded the motion.
VOTE: Yes – 4 (BM, TW, CB, RR). No – 0. Abstain – 0.

4. Public Comment Period – The Chair opened the public comment period.

5. Manager Report –
   a. Personnel – TK had nothing to report. PJ added that we had just received our General Liability and Worker’s Comp Insurance renewals for 2017 from the VLCT. The increase in our premiums totaled 18%. This is our second major increase in two years (2016 was 14%). PJ believes that it is time to send our insurance out to bid to see if we can get a carrier that will provide us with more competitive rates than the VLCT, which charges us rates based on being in a pool of all the municipalities they cover. PJ had one broker already come in to review our current policy coverages and do a cursory inspection of the Transfer Station area. E.Bd members agreed that PJ should continue to research this into the New Year.


6. Financial Reports –
   a. Oct. 2016 Financial Report – October was a busy month with a net gain of $31,498. PS asked for clarification of the Grant Fund budget as to how it is applied to the expenses it is targeting. TK explained that the grant income going into the Grant Fund is then transferred as a revenue to the General Fund to help offset expenses in the General Fund, such as salaries/wages and HHW disposal costs. PS also asked that we change the two lines on p. 4 of the financials to say “Municipal Grant Fund” rather than “Revolving Grant Fund” to match the corresponding line on p. 1 of the financials.

   b. Municipal Diversion Grant Applications – None.

   c. School Diversion Grant Applications – None.

7. New Business –
   a. 2017 Contract with Addison County Sheriff's Department to Enforce Illegal Burning & Disposal Ordinance – TK reported that we have received the renewal contract for 2017 from the Addison County Sheriff’s Department for complaint investigations of illegal burning and disposal and for the enforcement of the District’s ordinance. The total contract amount of $11,000 and other terms of the contract will remain the same, as will the Protocols. Because of the discovery of a new illegal dumping case recently, we estimate
that the District will spend the entire $11,000 contract amount this year. With the addition of Bristol and possibly Salisbury in 2017, TK recommends keeping the total of $11,000 for the 2017 contract.

Motion #3: BM moved to approve the Chair signing the 2017 contract with the Addison County Sheriff’s Department. RR seconded the motion.

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

b. AAFM Grant Contract Amendment for Reimbursement of Pesticide Aerosol Disposal Costs – DM explained that the grant program with the VT Agency of Agriculture, Food, and Markets allows for reimbursement of the cost of disposal of pesticide aerosol cans. Up to this point, we have not used this option due to a lack of storage, but with improvements made over the past few years, it is possible to segregate and ship these wastes under the grant. The District is currently paying $205 per 55-gallon drum for disposal of lab-packed aerosols, and although we don’t know for sure how many drums of aerosols we will send, DM estimates it could be at least six per year, for a potential reimbursement of $1,230.

Motion #4: CB moved to approve that the Chair sign the AAFM Grant Contract Amendment for Reimbursement of Pesticide Aerosol Disposal Costs. BM seconded the motion.

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

c. Hauler Dinner Agenda – On December 8 at 5 PM, the District will hold the annual Hauler’s Dinner at the Middlebury VFW on Exchange Street. Topics will include an update on Transfer Station activity by GH, a Product Stewardship Program update by DM, and updates on the Act 148 Leaf & Yard Waste and Food Scrap diversion deadlines by JH and TK. There will also be an open discussion so that District staff and BOS members can hear and address the concerns of the haulers.

8. Executive Session – None.

9. Vote to cancel December 15, 2016 Board of Supervisors Meeting –

Motion #5: BM moved to cancel the December 15, 2016 Board of Supervisors Meeting.

PS seconded the motion.

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

10. Other Business – None.

11. Approval of Payments – All invoices for the month of November 2016 were approved.

12. Adjourn –

Motion #6: BM moved to adjourn the meeting at 4:09 PM. CB seconded the motion.

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

I agree that this is an original of the December 7, 2016 minutes that were considered and approved by the E.Bd at its meeting of ______________.

Teresa A. Kuczynski, District Clerk