Addison County Solid Waste Management District

Minutes
Board of Supervisors Meeting No. 282
Thursday, June 16, 2016, 7:00 PM
Addison County Regional Planning Commission Office Conference Room
14 Seminary Street, Middlebury, VT 05753

1. OPEN MEETING – ROLL CALL. The Board of Supervisors (BOS) meeting was called to order by Timothy Wickland, Chair at 7:00 PM on June 16, 2016, in the ACRPC Conference Room, 14 Seminary Street, Middlebury, VT. Present:

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<thead>
<tr>
<th>Town</th>
<th>Vote</th>
<th>Supervisor/Alternate</th>
<th>Town</th>
<th>Vote</th>
<th>Supervisor/Alternate</th>
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<tr>
<td>Addison</td>
<td>1</td>
<td>Bill Munoff</td>
<td>New Haven</td>
<td>1</td>
<td>Patrick Palmer/Megan Battey</td>
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<td>Bridport</td>
<td>1</td>
<td>Ed Payne</td>
<td>Orwell</td>
<td>1</td>
<td>Bob Fields</td>
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<td>Bristol</td>
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<td>Panton</td>
<td>1</td>
<td>Paul Sokal</td>
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<td>Cornwall</td>
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<td>Ripton</td>
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<td>Steven Zwicky</td>
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<td>Ferrisburgh</td>
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<td>Shoreham</td>
<td>1</td>
<td>Conrad Waite</td>
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<td>Goshen</td>
<td>1</td>
<td>Diane Mott</td>
<td>Starksboro</td>
<td>1</td>
<td>Susan Reit de Salas</td>
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<td>Leicester</td>
<td>1</td>
<td>Richard Reed</td>
<td>Vergennes</td>
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<td>Lincoln</td>
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<td>Middlebury</td>
<td>4</td>
<td>Eric Murray</td>
<td>Weybridge</td>
<td>1</td>
<td>Tim Wickland</td>
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<td>Monkton</td>
<td>1</td>
<td>Deborah Gaynor</td>
<td>Whiting</td>
<td>1</td>
<td>Carolyn Schmidt</td>
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<td>Staff:</td>
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<td>Teresa Kuczynski (TK), District Mgr.</td>
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<td>Don Maglienti (DM), Program Mgr.</td>
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<td>Patti Johnson (PJ), Business Mgr.</td>
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<td>Gary Hobbs (GH), Tr. Station Mgr.</td>
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<td>Guests:</td>
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2. PUBLIC COMMENT PERIOD – The Chair opened the public comment period.

3. MEMBER COMMUNICATIONS – S.Reit de Salas noted that the town of Starksboro has begun the process of relocating and redesigning its recycling drop-off center at the new town garage. M.Battey asked if they would be accepting organics, and S.Reit de Salas said they would be. B.Fields reported that at this year’s annual amnesty day in Orwell, 3 large packer trucks were collected, along with lots of electronic waste (E-Waste) and scrap metal. Scrap prices are so low that people are probably opting to recycle it rather than selling it to a scrap yard.

4. APPROVAL OF MINUTES FROM MEETING NO. 281 – The Chair made the following corrections: Item #3, S.Reit de Salas’ name was crowded; Item #4, the comment on the word addenda was made by C.Brinkman, and the comment on p. 2, lines 22&23 was made by the Chair.

   Motion #1: R.Reed moved to approve the minutes of meeting #281, with the changes noted. D.Mott seconded the motion.
5. DISTRICT MANAGER REPORT – The average commodity rate (ACR) for recycling is up this month to $61.96/ton. Although it remains below the $75/ton threshold for receiving shared revenues, it is a big improvement over the $30/ton of Jan. 2015. Staff is currently gathering data for the 2016 Solid Waste Implementation (SWIP) Report, due 7/1/16. An annual report is now required by the State Solid Waste Plan. This report will be using CY2015 data, and will be incorporating Bristol data for 2015. We hired a new Transfer Station Operator II, Michael Smith. He has begun training this week, and will primarily be working in the HazWaste Center. We distributed Requests for Bids (RFBs) for two new pieces of equipment; GH will present the bids later under New Business. We have completed interviews for the new Public Outreach Coordinator position, which we hope to fill next week.

6. PROGRAM MANAGER REPORT – DM reported staff is in the thick of the SWIP report. We are using ReTrac to report 2015 on an online system. DM is familiar with the ReTrac system as we have been using it for a while for quarterly reports. We are still working to accumulate data from surveys we mailed out as part of the SWIP. DM has been training the new TSII employee in Hazardous Waste. It is a big learning curve. New programs report – Shredding – so far this year, the documents brought into the Transfer Station by the public that have been shredded by Shred Ex have totaled about 1,000 pounds. Textiles - We have had 3,000 pounds of textiles so far brought into the Transfer Station by the public and sent to HOPE for recycling. Batteries - We have recycled 3,300 pounds of batteries through May of 2015. DM asked for volunteers from the Board to help man our booth at Field Days this year in August. He passed out a form for those willing to volunteer. C. Schmidt stated that VPR reported that the textile market is collapsing and there were concerns about our losing money on textiles. DM stated that all our textile collection goes to HOPE and the District does not pay for disposal.

7. FINANCIAL REPORTS –
   a. April 2016 Financial Report – April tonnage is 29 tons higher than April 2015. April saw a gain of $41,324. D. Gaynor asked how we book the ACR. PJ stated that we book everything in the month it is incurred, so the ACR losses/gains are booked each month. Losses depend on the ACR and the volume of single stream recyclables that come into the Transfer Station in a given month. If we are paying for recyclables, higher volumes compound the losses. PJ added that as of May 31, 2016, the District is paying $40.45/ton to dispose of recyclables, without taking OH costs into consideration.
   b. Municipal Diversion Grant Applications – The Executive Board approved the Town of Monkton’s application for a Municipal Diversion Grant for a new recycling roll-off. The total cost is $7,139. The District will contribute 50%, for a grant award of $3,569.
   c. School Diversion Grant Applications – None received. B. Fields suggested that the District promote water bottle dispensers like the one we just supported with a grant to Monkton Elementary School. C. Schmidt mentioned that she did not support using plastic water bottles at BOS meetings. Staff will look at alternatives.

8. NEW BUSINESS –
a. National Bank of Middlebury Authorization Resolution – The National Bank of Middlebury requested a new BOS resolution to give permission to add Cheryl Brinkman, the Vice Chair, as a signatory on the District’s bank accounts in the event that either the District Manager or the Chair was not available to sign checks.

Motion #2: E.Murray moved to approve adding Cheryl Brinkman as a signatory on the National Bank of Middlebury accounts. D.Gaynor seconded the motion.

Discussion commenced on whether the motion should include the words “Vice Chair.” E.Murray amended his motion to include the words “Vice Chair.” D.Gaynor agreed with the amendment.

Motion #2 as amended: Approve adding the Vice Chair, Cheryl Brinkman, as a signatory on the National Bank of Middlebury accounts held by the District.

VOTE on Motion #2: Yes – 17 (Addison, Bridport, Goshen, Leicester, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Weybridge, Whiting). No – 0. Abstain – 0.

b. Recommended Procedure/Language for Entering Executive Session – TK handed out final wording from Mark Sperry on his opinion for allowing the Boards to enter into executive session.

c. Request to Use Langrock, Sperry & Wool for Personnel Matters – TK asked BOS to approve that the District switch from DRM law firm to L, S & W for personnel matters.

Motion #3 – C.Schmidt moved to approve the District Manager’s request to use Langrock, Sperry & Wool for legal matters concerning personnel matters. D.Mott seconded the motion.

C.Schmidt asked why we wanted to switch. TK stated that we recently needed personnel advice, and Allison Bell, partner with L, S & W, was quick to respond. She offered to assist us with the updating of our Personnel Policies. We have worked with Mark Sperry for 20+ years, and they have a local office as well.

VOTE on Motion #3: Yes – 17 (Addison, Bridport, Goshen, Leicester, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Weybridge, Whiting). No – 0. Abstain – 0.

d. Bid Award for New Closed-top, Aluminum Recycling Trailer – GH reported that we sent out 14 RFBs for a new closed-top, aluminum recycling trailer, and 4 bids were received. GH stated that all of our current trailers are 10+ years old. The budget for this item is $100,000. GH recommends awarding the bid to Ken’s Truck Repair for the Titan trailer for $88,696. Titans are used by MBI, who transports all our waste and recyclables, and we have had no incidents where the walls were not strong enough to endure compaction of the recyclables into the trailers. The design prevents rust/corrosion and has 5 hinges on the
doors to make the doors stronger. The bid is higher than others, but the Titan is better quality. E.Murray added that the Titan is made from aircraft-grade aluminum - very good and durable. D.Gaynor asked what the expected lifetime of the trailer would be, and GH stated that we could get 10 - 15+ years. B.Fields asked if its intended use is just for recycling. GH confirmed that it will be used for single stream and will be hooked up to the compactor.

**Motion #4:** B.Fields moved to approve purchase of Titan trailer from Ken’s Truck Repair. P.Palmer seconded the motion.

**VOTE on Motion #4:** Yes – 17 (Addison, Bridport, Goshen, Leicester, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Weybridge, Whiting). No – 0. Abstain – 0.

e. **Bid Award for New Compact Wheel Loader** – GH explained that the current skid steer loader we own is 5 years old. We sent out 11 RFBs for a new compact wheel loader, and 9 bids were received. All of the bids came in higher than the $55,000 budget amount. GH recommended that we award the bid to Beauregard Equipment, the low bidder, for a new Case loader at $57,675 for the following reasons: the loader meets and exceeds the specs, includes the forks, much better visibility than the current skid steer, the warranty is much better (full machine/ no deductible). E.Murray added that they bid a Case loader that is even larger than the specs, but at a reduced price. Beauregard Equipment brought a demo Case loader here that staff has been testing, and offered immediate delivery. B.Fields asked if we asked for an extended warranty, and GH responded that it is included in the bid.

**Motion #5:** B.Fields moved to approve purchase of the Case wheel loader from Beauregard Equipment. P.Palmer seconded the motion.

**VOTE on Motion #5:** Yes – 17 (Addison, Bridport, Goshen, Leicester, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Weybridge, Whiting). No – 0. Abstain – 0.

f. **New VT E-Cycles Contract** – TK reported that NCER had agreed to all of the amendments that we requested, and added two additional sentences, which are in red. She explained their suggested amendments, and has no objection to them.

**Motion #6:** E.Payne moved to approve the NCER contract. E.Murray seconded the motion.

**VOTE on Motion #6:** Yes – 17 (Addison, Bridport, Goshen, Leicester, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Weybridge, Whiting). No – 0. Abstain – 0.

9. **OTHER BUSINESS** – B.Fields mentioned a new VLCT procurement policy that he suggested we compare with the BOS’s policy. He also asked about the new Workers’ Comp rules. PJ explained the new procedure and contracts required by the VLCT Workers’ Comp...
Insurance policy for using sole proprietors. D.Gaynor stated that she objected to VLCT’s proscriptive Workers’ Comp insurance policy.

10. EXECUTIVE SESSION – None needed.

11. ADJOURN –

   Motion #7: R.Reed moved to adjourn the meeting at 8:19 PM. P.Sokal seconded the motion.
   VOTE on Motion #7: Yes – 12 (Addison, Bridport, Goshen, Leicester, Monkton, New Haven, Orwell, Panton, Shoreham, Starksboro, Weybridge, Whiting). No – 0. Abstain – 0.

I agree that this is an original of the June 16, 2016 minutes that were considered and approved by the BOS at its meeting of ____________.

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Teresa A. Kuczynski, District Clerk