

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

**Addison County Solid Waste Management District
Minutes
Board of Supervisors Meeting, No. 320
Thursday, August 19, 2021, 7:00 PM
ACSWMD Office Conference Room, 1223 Rt. 7 So., Middlebury, VT
and Virtual Meeting on Zoom**

1. OPEN MEETING – CALL TO ORDER – The Board of Supervisors (BOS) meeting was called to order by Tim Wickland, Chair at 7:02 PM on August 19, 2021. Present:

| Town | Vote | Supervisor/Alternate | Town | Vote | Supervisor/Alternate |
|-------------|------|--|------------|------|-------------------------------|
| Addison | 1 | Bill Munoff | Orwell | 1 | Sarah Harris |
| Bridport | 1 | Ed Payne | Panton | 1 | Paul Sokal |
| Bristol | 2 | | Ripton | 1 | Jay Harrington / Steve Zwicky |
| Cornwall | 1 | (Vacant)/(Vacant) | Salisbury | 1 | |
| Ferrisburgh | 2 | David Olson | Shoreham | 1 | Randy Orvis |
| Goshen | 1 | | Starksboro | 1 | Susan Jefferies |
| Leicester | 1 | Richard Reed | Vergennes | 2 | Cheryl Brinkman |
| Lincoln | 1 | | Waltham | 1 | |
| Middlebury | 4 | | Weybridge | 1 | Tim Wickland |
| Monkton | 1 | Deborah Gaynor | Whiting | 1 | Eric Zuesse |
| New Haven | 1 | Pat Palmer | | | |
| Staff: | | Teresa Kuczynski (TK), District Mgr.; Patti Johnson (PJ), Business Mgr; Donald Maglienti (DM), Program Mgr.; Gary Hobbs (GH), Transfer Station Supervisor; Jessie-Ruth Corkins (JRC), Public Outreach Coord. | Guests: | | |

2. APPROVE THE AGENDA –

Motion #1: E.Zuesse moved to approve the agenda. R.Orvis seconded the motion.

Discussion – The Chair noted that item 6.d. regarding the Approval of Purchase from First Choice should have been worded as an information item only, as the E.Bd already approved the contract.

VOTE on Motion #1: Yes – 13 (Addison, Bridport, Ferrisburgh (2), Monkton, New Haven, Panton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

3. PUBLIC COMMENT PERIOD – The Chair opened the public comment period.

4. MEMBER COMMUNICATIONS – C.Brinkman mentioned a complaint that arose at the Vergennes Drop-off, where a customer was questioning the method haulers use at drop-offs to weigh bags as they are allowed to charge by weight or volume. She praised TK’s response, explaining the issues to the customer.

5. APPROVAL OF MINUTES FROM MEETING NO. 319 –

Motion #2: R.Orvis moved to approve the minutes of meeting No. 319 with corrections. E.Zuesse seconded the motion.

Discussion - On p. 2, Line #33, P.Sokal noted that his name was misspelled.

VOTE on Motion #2 with correction noted: Yes – 15 (Addison, Bridport, Ferrisburgh (2), Monkton, New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.

1
2 **6. FINANCIAL REPORTS**

3 **a. June 2021 Financial Report** – PJ presented the June 2021 Financials showing a net gain of \$57,221.
4 June tonnage of 2,224 was 192 tons higher than the 2020 total of 2,032. Total YTD tonnage of 10,583 is
5 160 tons higher than YTD tonnage in June 2020. June 2021 received 6,324 transactions, fewer than in June
6 2020, but overall YTD transactions are much higher at 29,792 vs. 23,427 in June 2020. We disposed of
7 23.39 tons of tires v. the 59.29 tons in June 2020. Food scraps continued to increase from 2.45 tons in June
8 2020 to 9.61 tons in June 2021. YTD food scrap tonnage was 45.49 tons, much higher than the 13.31 YTD
9 tons in 2020, most likely due to the statewide food scrap ban that took effect on 7/1/2020.

10 **b. June 2021 Single Stream Recycling Report** – In June, the Transfer Station received 393 tons of single
11 stream recyclables. The June 2021 YTD tonnage was 2,147. The single stream recycling processing fee
12 decreased to \$55/ton, resulting in a YTD net gain of \$69,960.

13 **c. Approve Switch from Principal Life to NY Life Insurance** – PJ informed the BOS that the District
14 had been approached by New York Life to propose a competitive bid for our Life, Short -Term and Long-
15 term Disability Insurance policies and also our Voluntary Life program. After consideration of their
16 proposal and contacting our current provider to obtain an updated proposal from them, the E.Bd
17 recommends we switch to New York Life for additional coverage provided and lower cost. E.Zuesse asked
18 if we could go out to bid for this insurance. Staff was instructed to go out to bid next year.

19 **Motion #3: B.Munoff moved to approve the switch from Principal Life to NY Life. R.Orvis**
20 **seconded the motion.**

21 **VOTE on Motion #3: Yes – 16 (Addison, Bridport, Ferrisburgh (2), Leicester, Monkton,**
22 **New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge,**
23 **Whiting). No – 0. Abstain – 0.**

24
25 **d. Approved Purchase of First Choice – Conference / Video for Office Conference Room** – PJ
26 presented sales agreement with First Choice to purchase, install and support an updated Audio Visual
27 System for the District’s conference room. Currently, the District has no A/V equipment in the room that is
28 adequate for conducting hybrid, virtual/in-person meetings as required by the State of Vermont Open
29 Meeting Law. This system will not only be used for BOS/E.Bd meetings, but also for the various
30 employee trainings and public educational classes provided by the District.

31 **e. Municipal Diversion Grant Applications** – None Received.

32 **f. School Diversion Grant Applications** – None Received.

33
34 **7. NEW BUSINESS –**

35 **a. Approve Extension of Casella Waste Management Transport & Recycling Contract – CY 2022** –
36 TK informed the BOS that the original Casella Transportation & Recycling Contract of 12/11/2019 gave
37 them the option of extending the contract for CY2022. The hauling fees will be subject to a cost of living
38 adjustment equal to 100% of the CPI for the Garbage & Trash Services for the average of the previous 12
39 months. All other terms and conditions of the Contract will remain in place.

40 **Motion #4: R.Orvis moved to approve the extension of the Casella Waste Management**
41 **Transportation & Recycling Contract. P.Sokal seconded the motion.**

42 **VOTE on Motion #4: Yes – 16 (Addison, Bridport, Ferrisburgh (2), Leicester, Monkton,**
43 **New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge,**
44 **Whiting). No – 0. Abstain – 0.**

45
46 **b. Award Contract for Purchase of a New MAC Recycling Trailer from Northeast Great Dane** –
47 GH presented: The District went out to bid in July for a new closed-top aluminum transfer trailer for
48 recycling. The budget was \$110,000 in Capital Reserve Fund, and the final cost will be matched by the
49 40% Materials Management Implementation Grant from the Agency of Natural Resources. We received
50 three bids: Northeast Great Dane (MAC SP Compactor 2023 - \$91,775, 120-day delivery), Ken's Truck
51 Repair, Inc. (Titan - \$112,388, 120-150 day delivery) and East/Hale Trailer Brake & Wheel (East Refuse
52 2023 - \$111,440, 180-240 day delivery). Delivery delays are due to COVID-19. The E.Bd recommended
53 awarding the bid to Northeast Great Dane as the low bidder. GH suggested that we use the Keith 2218
54 floor upgrade, bringing the bid price from \$91,775 to \$92,825, which is still lower than the other bids.

1 **Motion #5: B.Munoff moved to approve the purchase of a new MAC Recycling Trailer from**
2 **Northeast Great Dane. R.Orvis seconded the motion.**

3 **VOTE on Motion #5: Yes – 16 (Addison, Bridport, Ferrisburgh (2), Leicester, Monkton,**
4 **New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge,**
5 **Whiting). No – 0. Abstain – 0.**

6
7 **c. Transfer Station Sewerage Construction Update – (TK)**

8 **- Champlain Construction Contract Change Order – Electrical Work, Service to Scale House:**

9 A change order was required for the underground conduit from the new utility pole to the scalehouse
10 for \$11,328. Also, the utilities (Green Mountain Power, Comcast & Consolidated) charged for their
11 services for a total of \$17,965. Some savings: No bedrock was located in the trenching area; the
12 effluent tank did not require major repairs. Construction is almost completed.

13
14 **- Approval of Contract with D&F Excavating & Paving, Inc.:** We are moving quickly to get in
15 the queue for paving after construction is completed toward the end of August. The contract of
16 \$40,740 is for patching the trenches left by construction, as well as overlay of the pavement in front of
17 the scalehouse north to the edge of the blue tipping building, and from the hopper building west to the
18 office.

19 **Motion #6: R.Orvis moved to contract with D&F Excavating & Paving, Inc. P.Palmer seconded**
20 **the motion.**

21 **VOTE on Motion #6: Yes – 16 (Addison, Bridport, Ferrisburgh (2), Leicester, Monkton,**
22 **New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge,**
23 **Whiting). No – 0. Abstain – 0.**

24
25 **d. Virtual Option for BOS Retreat on 9/16/21 –** The Chair asked the BOS members if they want to
26 meet in person for the annual BOS retreat and dinner on 9/16/21 at a public venue or hold a hybrid
27 meeting of Zoom and in person at the District office. The meeting would begin earlier, as it is a budget
28 review meeting. Members present preferred the hybrid meeting.

29 **Motion #7: R.Orvis moved to change the September BOS meeting to 6:00 PM. R.Reed**
30 **seconded the motion.**

31 **VOTE on Motion #7: Yes – 16 (Addison, Bridport, Ferrisburgh (2), Leicester, Monkton,**
32 **New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge,**
33 **Whiting). No – 0. Abstain – 0.**

34
35 **8. DISTRICT MANAGER REPORT –**

36 **a. New Haven Transfer Station Extension Site – General Update –** TK had no news to report other
37 than the drafting of a purchase & sale agreement. The Chair added that we would be discussing the
38 purchase & sale agreement in Executive Session.

39 **b. COVID-19 Response Update –** The District office is open again to visitors, but the sign on the door
40 states that visitors who are ill are not allowed, and unvaccinated visitors must wear a mask. The office staff
41 is vaccinated, and most can work in their offices unmasked. Those in the yard are asked to wear a mask
42 when within 6 ft. of another person, as an additional precaution. We will continue to follow the VOSHA
43 guidelines for protecting employees.

44 **9. DISTRICT PROGRAMS REPORT –** JRC delivered a PowerPoint presentation recapping outreach work
45 at this year's Addison County Fair and Field Days. The presentation focused on visuals of trained volunteers,
46 staff, and BOS members volunteering as Waste Warriors and tabling at our booth. We were very appreciative of
47 volunteers' assistance. The District partnered with food vendors to divert 0.96 tons (1,915 lbs) of food scraps for
48 composting and approximately 200 gallons (1,600 lbs) of waste cooking oil for converting into biodiesel. Staff
49 set up ninety x-frames around the Fair to collect recyclable bottles and cans. Two "Waste Sorting Stations"
50 offered fairgoers the opportunity to divert food scraps and learn more about recyclables and trash. Finally, 1,000
51 metal "sporks" were distributed to fairgoers through food vendors and our booth in an effort to raise awareness
52 about non-recyclable, single-use plastic. Staff and volunteers report they had many informative conversations

1 about composting, recycling and special wastes. DM thanked Gary and Christine Hobbs for their assistance in
2 taking down the booth and collecting the x-frames. Thanks also to Randy Orvis, who hauled the food scraps for
3 composting and collected the recyclables.

4 **10. OTHER BUSINESS** – None.

5
6 **11. EXECUTIVE SESSION** – For the purpose of discussing negotiation of a purchase & sale agreement
7 of property –

8 **Motion #8: R.Orvis moved to enter into Executive Session at 8:02 PM for the purpose of**
9 **discussing negotiation of a purchase & sale agreement of property. D.Gaynor seconded the**
10 **motion.**

11 **VOTE on Motion #8: Yes – 16 (Addison, Bridport, Ferrisburgh (2), Leicester, Monkton,**
12 **New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge,**
13 **Whiting). No – 0. Abstain – 0.**

14 The BOS came out of Executive Session at 8:10 PM.

15
16 **12. ADJOURN** –

17 **Motion #9: R.Orvis moved to adjourn the meeting at 8:10 PM. B.Munoff seconded the motion.**

18 **VOTE on Motion #9: Yes – 16 (Addison, Bridport, Ferrisburgh (2), Leicester, Monkton,**
19 **New Haven, Orwell, Panton, Ripton, Shoreham, Starksboro, Vergennes (2), Weybridge,**
20 **Whiting). No – 0. Abstain – 0.**

21
22 *I agree that this is an original of the August 19, 2021, minutes that were considered and approved by the*
23 *BOS at its meeting of _____.*

24
25 _____
Teresa A. Kuczynski, District Clerk