

1 **NOTE: These minutes are subject to review and modification by the ACSWMD Executive Board at**
2 **its next regular meeting.**
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4 **ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT**
5 **EXECUTIVE BOARD MEETING MINUTES**

6 **Virtual Meeting on ZOOM**

7 **March 10, 2021 3:00 PM**
8

9 **1. CALL TO ORDER** – Cheryl Brinkman (CB), Board of Supervisors (BOS) Chair, called the meeting
10 of the Executive Board (E.Bd) to order at 3:03 PM. Other E.Bd members present on the call: Bill Munoff
11 (BM), David Olson (DO), Richard Reed (RR), Andy Hooper (AH), Deb Gaynor (DG), and Tim Wickland
12 (TW). Staff present: Teri Kuczynski (TK), District Manager; Don Maglienti (DM), Programs Manager;
13 and Patti Johnson (PJ), Business Manager.
14

15 **2. APPROVE THE AGENDA –**

16 **Motion #1: AH moved to approve the agenda. TW seconded the motion.**

17 **Discussion:** The Chair would like an addition to the Agenda #10: "Other Business" to add a discussion
18 of the annual nominating committee.

19 **VOTE on Motion #1, as amended: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0.**

20 **Abstain – 0.**
21

22 **3. APPROVE MINUTES OF FEBRUARY 10, 2021 MEETING –**

23 **Motion #2: AH moved to approve the minutes of February 10, 2021. DO seconded the**
24 **motion.**

25 **Discussion:** DG asked that the full name (Supplemental Environmental Project) of the "SEP" acronym
26 be spelled out in Agenda #7(d), line #121, on p. 3.

27 **VOTE on Motion #2, as amended: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0.**

28 **Abstain – 0.**
29

30 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.
31

32 **5. MANAGER REPORT –**

33 **a. Personnel** – N/A

34 **b. Health & Safety** – TK presented the annual 2020 SWANA Solid Waste Fatality Data. The most
35 common fatal events were single-vehicle accidents and being struck by a vehicle. The solid waste
36 industry continues to be the fifth most dangerous profession in the U.S.
37

38 **6. FINANCIAL REPORTS –**

39 **a. January 2021 Financial Report** – PJ presented the January 2021 Financials showing a net loss of
40 (\$7,298) for the month. Jan. 2021 tonnage of 1,419 was lower than the 2020 total of 1,542. Jan. 2021
41 transactions were 3,530, compared to the 2020 total of 3,412. TW asked PJ to adjust the coloring on
42 charts so all years are the same. PJ asked E.Bd if they would like an additional chart showing monthly
43 food scrap tonnage collected at the Transfer Station. The E.Bd agreed.

44 **b. January 2021 Single Stream Recycling Report** – In January, the Transfer Station processed a total
45 of 348.69 tons of single stream recyclables. The processing fee was lower at \$89/ton, resulting in a YTD
46 net gain of \$7,225.51 in single stream recycling, without consideration of overhead costs.

47 **c. Approval of Accessing Organics Contingency Funds (now in General Fund) for 60% matching**
48 **funds, if Project 2 of the Infrastructure Grant Proposal is awarded** – TK explained that the District
49 had submitted an Infrastructure Grant Proposal to the VT DEC by the grant deadline today. Two projects
50 were submitted, with each totaling \$100,000 and eligible for a 40% grant with a 60% District match. As
51 discussed with the BOS last month, Priority #1 was purchase of a new 48' Closed-Top, Walking Floor
52 Recycling Trailer, which was included in the 2021 Adopted Budget. Priority #2 was purchase of food
53 scrap equipment and a stakebody truck. However, these individual expenditures were not in the 2021
54 Adopted Budget, as we did not have the information in time for the 2021 budget adoption. The BOS did

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55 transfer \$100,000 from the Organics Contingency Fund into the General Fund last year rather than leave
56 the entire \$200,000 OCF in a CDAR. TK would like the BOS's approval to use these available Organic
57 Contingency Funds as matching funds.

58 **Motion #3: TW moved to recommend to the full BOS to give Teri approval to access**
59 **Organics Contingency Funds (now in General Fund) for the 60% matching funds if Project**
60 **2 of the Infrastructure Grant Proposal is awarded. RR seconded the motion.**

61 **VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**

62 **d. Municipal Diversion Grant Applications – None received.**

63 **e. School Diversion Grant Applications – None received.**

64
65 **7. NEW BUSINESS –**

66 **a. New Haven Transfer Station Extension Site –**

67 - **Update on site permitting and proposed conceptual design:** Shane Mullen, Weston &
68 Sampson is recommending that we proceed with the traffic study first. A minor contract
69 amendment will be needed. The E.Bd asked TK to get the estimated cost for the BOS meeting.

70 - **Update on land acquisition:** TK will discuss with the E.Bd in Executive Session.

71 **b. Call2Recycle Award: “2020 Top 100 Leader in Sustainability” (Battery Collection) – DM**
72 reported that the District has received the 2020 Top 100 Leader in Sustainability award, which is given
73 to top performing organizations and businesses who demonstrate a notable commitment to battery
74 collection and recycling.

75 **c. COVID-19 Response Updates –** TK informed the E.Bd that District staff continue to abide by all
76 CDC recommended precautions against COVID-19, including the wearing of masks, social distancing
77 and sanitizing common areas. We continue to remind haulers and others who visit the Transfer Station
78 that masks are required when within 6 feet of another person. Nonessential office staff continue to work
79 remotely most of the week on alternate days. With the passage of the new COVID relief package by
80 Congress, the states will receive more funding; however, it remains to be seen whether any of these funds
81 trickle down to municipalities for their COVID-19 related expenses.

82 **d. Legislative Report –** TK wrote our County legislators with the BOS’s opinion regarding H.175
83 Bottle Bill expansion. H.175 was voted out by the House Natural Resources Committee and heads to
84 Ways & Means Committee next.

85
86 **8. EXECUTIVE SESSION – For the purpose of discussing negotiation of a purchase & sale**
87 **agreement of property –**

88 **Motion #4: TW moved to enter into Executive Session at 3:53 PM. AH seconded the motion.**

89 **VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**

90 The E.Bd came out of Executive Session at 4:20 PM.

91
92 **9. AGENDA ITEMS FOR MARCH 18, 2021 BOS MEETING –** Organic Fund expenditures, traffic
93 study for New Haven site, RFB going out for sewer project, Nominating Committee memo to BOS.

94
95 **10. OTHER BUSINESS –** TW and the Chair volunteered to serve as the Nominating Committee to solicit
96 nominations from the BOS for the offices of Chair and Vice Chair and for four of the seven E.Bd members to
97 be elected at the April 8th organizational meeting. It is also custom at this time to ask current E.Bd members if
98 they are interested in serving on the E.Bd for another year. RR stated that he will be staying on the BOS but
99 will not be seeking reelection for the E.Bd.

100
101 **11. APPROVAL OF PAYMENTS –** The signed lists of payments will be approved by TW on 3/11.

102
103 **12. ADJOURN –**

104 **Motion #5: BM moved to adjourn the meeting at 4:35 PM. RR seconded the motion.**

105 **VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**

106
107 *I agree that this is an original of the March 10, 2021 minutes that were considered and approved by the*
108 *Executive Board at its meeting of _____.*

109 *_____*
Teresa A. Kuczynski, District Clerk