

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

3
4 **ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT**
5 **EXECUTIVE BOARD HYBRID MEETING MINUTES**

6 **November 10, 2021 4:30 PM**

7 **ACSWMD Office Conference Room**

8 **1223 Rt. 7 South, Middlebury, VT 05753**

9 **AND Virtual Meeting on ZOOM**

10
11 **1. CALL TO ORDER** – Tim Wickland (TW), Board of Supervisors (BOS) Chair, called the meeting
12 of the Executive Board (E.Bd) to order at 4:30 PM. Other E.Bd members present on the call: Bill Munoff
13 (BM), David Olson (DO), Andrew Hooper (AH), Deborah Gaynor (DG), Randy Orvis (RO), and Cheryl
14 Brinkman (CB). Staff present: Teri Kuczynski (TK), District Manager; Patti Johnson (PJ), Business
15 Manager; and Don Maglienti, Program Manager (DM).

16
17 **2. APPROVE THE AGENDA –**

18 **Motion #1: BM moved to approve the agenda. RO seconded the motion.**

19 **VOTE: Yes – 5 (BM, DO, DG, RO, TW). No – 0. Abstain – 0.**

20
21 **3. APPROVE MINUTES OF OCTOBER 13, 2021 MEETING –**

22 **Motion #2: RO moved to approve the minutes of October 13, 2021. DO seconded the**

23 **motion.** – The Chair pointed out a discrepancy in the time that the E.Bd came out of
24 executive session and the time of adjournment. TK will insert the correct times.

25 **VOTE: Yes – 5 (BM, DO, DG, RO, TW). No – 0. Abstain – 0.**

26
27 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.

28
29 **5. MANAGER REPORT –**

30 **a. Personnel** – TK informed the E.Bd that the District is awaiting a positive test confirmation for
31 the first possible case of COVID-19 at the District. Staff has been informed, and we are back to
32 requiring masks indoors and outdoors within 6 feet of others. DOH will contact possible close
33 contacts if the test is positive, in which case, vaccinated staff will be asked to get COVID-19 tests
34 5-7 days after exposure. TK has cancelled tomorrow's bloodborne pathogen and HAZCOM staff
35 training. Also, the District will be going out to hire for a new Public Outreach Coordinator.

36 **b. Health & Safety** – The new Toter Tipper for food waste has been installed and is functioning
37 well. This tipper will benefit the staff and prevent injuries. The tipper is entitled to the \$5,000
38 VLCT PACIF grant and the 40% from ANR DEC Materials Management Infrastructure (MMI)
39 Grant.

40 **c. 2021 Annual Report mailed to towns on 11/1/21** – The 2021 Annual Report has been
41 distributed to the member towns by the 11/1 deadline, and to the BOS/Alternates last week. It
42 contains the draft 2022 Annual Budget to be considered for adoption at the public hearing on 11/18.

43
44 **6. FINANCIAL REPORTS –**

45 **a. September 2021 Financial Report** – PJ presented the September Financials showing a net gain
46 of \$62,793. September tonnage of 2,165 was 179 tons higher than the 2020 total of 1,986. Total
47 YTD tonnage of 17,088 is 468 tons higher than YTD tonnage in Sept. 2020. September 2021
48 received 5,817 transactions, 783 fewer than in Sept. 2020, but overall YTD transactions are higher
49 at 47,302 v. 44,038 in Sept. 2020. We disposed of 20.75 tons of tires v. the 31.21 tons in Sept. 2020.
50 Food scraps continued to increase from 9.71 tons in Sept. 2020 to 9.76 tons in September 2021. YTD
51 food scrap tonnage was 64.50 tons, much higher than the 38.41 YTD tons in 2020.

52 **b. September 2021 Single Stream Recycling Report** – In September, the Transfer Station disposed
53 of 401.73 tons of single stream recyclables. The September 2021 YTD tonnage was 3,449.51. The
54 single stream recycling processing fee decreased to \$18/ton, resulting in a YTD net gain of
55 \$163,772.14.

November 10, 2021 – Exec. Bd. Mins.

56 c. **Municipal Diversion Grant Applications** – None received.

57 d. **School Diversion Grant Applications** – None received.

58
59 **7. NEW BUSINESS –**

60 a. **Draft 2022 Casella Waste Management, Inc. Agreement for Transportation and Disposal**
61 **Services** – TK explained that this is a new transportation and disposal contract for the term
62 1/1/2022 through 12/31/2024, with an option to extend as mutually agreed upon by the parties. The
63 negotiated rate is \$65.08/ton, with an annual cost of living adjustment using the CPI for Garbage &
64 Trash collection in U.S. city for the previous year, published in Nov. of each year. The formula for
65 a fuel surcharge is the same as before. The new clause (last bullet on p. 3) charging the District for
66 damage to (MBI) trailers was amended to add language that such damage claims must be confirmed
67 to be caused by the District and are beyond the usual “wear & tear” of trailers loaded with solid
68 waste.

69 **Motion #3: CB moved to recommend to the full BOS to approve the Casella Waste**
70 **Management Agreement for Transportation and Disposal Services. DO seconded the**
71 **motion.**

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

73
74 b. **Draft 2022 Addison County Sheriff’s Department Enforcement Contract** – TK presented a
75 draft Police Service Contract with the Addison County Sheriff’s Dept. for enforcement of the
76 ACSWMD *Illegal Burning and Disposal Ordinance*. The changes to last year’s Agreement are as
77 follows: Section 2, Term of Agreement will be for CY2022; Section 3, the mileage rate will match the
78 standard IRS mileage rate in effect on 1/1/2022, and the total Agreement cost is \$5,000; Section 11,
79 requires the Department to submit monthly invoices no later than the 15th of the following month. The
80 attached Protocols remain the same, with a change of date only.

81 **Motion #4: RO moved to recommend to full BOS to approve Draft 2022 Addison**
82 **County Sheriff’s Department Enforcement Contract. DG seconded the motion.**

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

84
85 c. **Bids for Stakebody Truck** – TK reported that we issued a Request for Bids on 1/1/2021 for the
86 purchase of a used or new stakebody truck. The truck is part of the 40% awarded by the DEC in the
87 MMI Grant, with a \$40,000 budget. We received two bids: \$40,427 from Heritage Ford for a 2022
88 Ford F350 (9’4” body) (3-4 month delivery); and \$57,113 from Stone CDJR for a 2020 Ram 5500 (11-
89 ft body) (60-day delivery).

90 **Motion #5: CB moved to recommend to full BOS to approve the purchase of the Ford**
91 **F350 from Heritage Ford. AH seconded the motion.**

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

93
94 **8. EXECUTIVE SESSION – For the purpose of meeting with counsel to discuss negotiation of a**
95 **purchase and sale agreement of property–**

96 **Motion #6: CB moved to enter into executive session for the purpose stated above in the**
97 **agenda at 5:01 PM. RO seconded the motion.**

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

99
100 The E.Bd entered into Executive Session at 5:01PM

101 The E.Bd exited Executive Session at 5:36PM.

102
103 **9. AGENDA ITEMS FOR NOVEMBER 18, 2021 BOS MEETING** – Casella Transportation &
104 Disposal Contract, Approval of Sheriff’s Contract, Approval of Stake Body Truck Purchase, New Haven
105 Purchase & Sale Agreement (Executive Session with District counsel) and possible vote to take action on
106 matters discussed therein.

107
108 **10. OTHER BUSINESS** – None.

110 **11. APPROVAL OF PAYMENTS** – The lists of payments, signed by the Chair, will be approved at
111 the December meeting.

112

113 **12. ADJOURN** –

114 **Motion #7: BM moved to adjourn the meeting at 5:40 PM. RO seconded the motion.**

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

116

117 *I agree that this is an original of the November 10, 2021 minutes that were considered and approved by*
118 *the E.Bd at its meeting of _____.*

119

120

Teresa A. Kuczynski, District Clerk