

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 MEETING MINUTES**

6 **Virtual Meeting on ZOOM**

7 **October 7, 2020 3:00 PM**
8

9 **1. CALL TO ORDER** – Cheryl Brinkman (CB), Board of Supervisors (BOS) Chair, called the
10 meeting of the Executive Board (E.Bd) to order at 3:00 PM. Other E.Bd members present on the call:
11 Bill Munoff (BM), David Olson (DO), Richard Reed (RR), Andy Hooper (AH), Deb Gaynor (DG), and
12 Tim Wickland (TW). Staff present: Teri Kuczynski (TK), District Manager; Patti Johnson (PJ),
13 Business Manager; Don Maglienti, Program Manager (DM); Gary Hobbs (GH), Transfer Station
14 Supervisor.

15
16 **2. APPROVE THE AGENDA –**

17 **Motion #1: TW moved to approve the agenda. DO seconded the motion.**

18 **VOTE: Yes – 5 (BM, DO, AH, CB, TW). No – 0. Abstain – 0.**
19

20 **3. APPROVE MINUTES OF SEPTEMBER 9, 2020 MEETING –**

21 **Motion #2: TW moved to approve the minutes of Sept. 9, 2020. DO seconded the**
22 **motion.**

23 **VOTE: Yes – 4 (BM, AH, CB, TW). No – 0. Abstain – 1 (DO).**
24

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

27 **5. MANAGER REPORT –**

28 **a. Personnel** – New BCBS/VT Small Group Plans for CY2021 have come out; it appears that
29 the plan the ACSWMD had been providing for employees the past several years is no longer
30 being offered. Staff will have to compare available plans and present its recommendation to E.Bd
31 at the Nov. 11th meeting. Also, Health Equity, which handles ACSWMD's HRA plan, is no
32 longer partnering with BCBS/VT. PJ has spoken to BCBS/VT, and they have a replacement HRA
33 plan that we will most likely partner with.
34

35 **b. Health & Safety** – Beaugard Equipment has informed us that they expect us to pay \$3-
36 4,000 in cosmetic repairs to a loader they loaned to us while we awaited delivery of a long-
37 overdue loader we purchased from them back in Feb. The matter is being referred to the District's
38 insurance company for review.

39 **c. Ferrisburgh vacancy, New Alternate from Middlebury** - Steve Huffaker has resigned
40 from the BOS as Ferrisburgh's Supervisor. David Olson, the Town's Alternate, is filling in for
41 Steve until the Town appoints a new Supervisor. TK introduced Andy Hooper, the new Alternate
42 from Middlebury.
43

44 **6. FINANCIAL REPORTS –**

45 **a. August 2020 Financial Report** – PJ presented the August 2020 Financials showing a net
46 gain of \$43,116 for the month. August tonnage of 2,100 was lower than the 2019 total of 2,320.
47 Transactions continue to be high at 6,792 in August, the 3d highest total ever recorded at the gate.

48 **b. August 2020 Single Stream Recycling Report** – In August, the Transfer Station received a
49 total of 366 tons of single stream recyclables. The processing fee remained at \$112/ton, resulting in a
50 YTD net loss of (\$20,071) in single stream recycling.

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

52 **d. School Diversion Grant Applications** – None received.
53

54 **7. NEW BUSINESS –**

October 7, 2020 – Exec. Bd. Mins.

55 **a. COVID-19 Updates –**

56 - **LGEM grant, FEMA grant, hazard pay grant, stipend pay.** TK reported that we were
57 told by LGEM to apply for a FEMA grant before they could approve our grant application, even
58 though we did not appear to meet the criteria for the FEMA grant. We will apply to FEMA.
59 There was some consideration in the Legislature regarding hazard pay grants for essential
60 workers, and specifically included solid waste collection. We are waiting for more info on that.
61 TK mentioned a small monthly stipend for exempt staff working from home and the expenses
62 associated with that; the stipend will be submitted to FEMA and LGEM.
63

64 **b. Casella Waste Management, Inc. Transportation & Recycling Agreement One-Year**
65 **Extension (1/1/2021 – 12/31/21).** TK recommended that the E.Bd approve a one-year extension to
66 the CWM Agreement for Transportation & Recycling, beginning on 1/1/2021. The District has the
67 right to request this 60 days prior to the end of the existing Agreement.

68 **Motion #3: BM moved to approve Casella Waste Management, Inc. Transportation &**
69 **Recycling Agreement One-Year Extension. TW seconded the motion.**

70 **VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**
71

72 **c. Sale of 30-cu.yd. roll-off box –** It does not appear that the Town of Bennington is going to
73 purchase the extra roll-off box after all. We have had some interest from haulers to purchase the roll-
74 off box for the amount we paid for it, including shipping costs.

75 **Motion #4: TW moved to authorize TK to sell the extra roll-off for the best price we**
76 **can get. BM seconded the motion.**

77 **VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**
78

79 **d. New Haven site – proposed layout –** TK, DM and GH reviewed the first proposed site plan
80 with Shane Mullen, W&S. We made some recommendations about the layout. The queuing area for
81 24-32 vehicles and the facility are all situated on Lot 6. The E.Bd discussed whether to purchase Lot
82 1 and the abutting church property. DM recommended that we keep the church property with the
83 hazardous waste building separate from Lot 1 and/or Lot 6. Staff will present a revised site plan to
84 the E.Bd and BOS in Nov.
85

86 **e. Update on ACRPC letter re 2020 Draft SWIP –** We are awaiting a response letter from ANR
87 to the revised draft 2020 SWIP, without a letter of conformance from the ACRPC. Adam Lougee,
88 the Director, reported that the matter would be on the Oct. 14th agenda of the ACRPC meeting. TK
89 will work on suggested updates to the solid waste sections of the existing 2018 ACRPC Plan. Most
90 likely we will ready to warn a public hearing on the SWIP at the Nov. 19th BOS meeting.
91

92 **8. EXECUTIVE SESSION –** Executive session was scheduled for the purpose of discussing the
93 results of the personnel salary and benefits study conducted by MRI.

94 **Motion #5: TW moved to enter into executive session for the purpose of approving the**
95 **MRI Salary Study. DG seconded the motion.**

96 **VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**
97

98 **Motion #6: TW moved to go into executive session at 4:13 PM. DG seconded the**
99 **motion.**

100 **VOTE: Yes – 7 (BM, DO, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**
101

102 The E.Bd came out of executive session at 4:50 PM.
103

104 **Motion #7: TW moved to adopt the recommendations of the MRI Report as a tool to**
105 **design new salaries after 2021. BM seconded the motion.**

106 **VOTE: Yes – 6 (BM, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**
107

108 **9. AGENDA ITEMS FOR OCTOBER 15, 2020 BOS MEETING** – The E.Bd voted to cancel the
109 Oct. 15th BOS meeting due to lack of business. DG asked that the BOS be reminded of the importance of
110 the Nov. 19th BOS meeting and public hearings.

111 **Motion #8: BM moved to cancel the October BOS meeting. TW seconded the motion.**
112 **VOTE: Yes – 6 (BM, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**

113
114 **10. OTHER BUSINESS** – None.

115
116 **11. APPROVAL OF PAYMENTS** – The signed lists of payments were approved.

117
118 **12. ADJOURN** –
119 **Motion #9: TW moved to adjourn the meeting at 5:05 p.m. BM seconded the motion.**
120 **VOTE: Yes – 6 (BM, RR, AH, DG, CB, TW). No – 0. Abstain – 0.**

121
122 *I agree that this is an original of the October 7, 2020 minutes that were considered and approved by the*
123 *E.Bd at its meeting of _____.*

124
125 _____
Teresa A. Kuczynski, District Clerk