

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 **June 7, 2023, 4:30 PM**

7 **Office Conference Room, 1223 Rt. 7 South, Middlebury, VT 05753**
8 **And Virtual Meeting on ZOOM**
9

- 10 **1. CALL TO ORDER** – Bill Munoff (BM), Vice Chair of the Board of Supervisors (BOS), called the
11 meeting of the Executive Board (E.Bd) to order at 4:32 PM. Other E.Bd members present: Diane Mott
12 (DM). Via ZOOM: Deb Gaynor (DG), Randy Orvis (RO), Dave Olson (DO), and Cheryl Brinkman (CB).
13 Staff present: Teri Kuczynski (TK), District Manager; Patti Johnson (PJ), Business Manager; Don
14 Maglienti (Don), Program Manager. Guests: Emily Baslow and Stacey Brown, of National Bank of
15 Middlebury, VT.
16
- 17 **2. APPROVE THE AGENDA** –
18 **Motion #1: CB moved to approve the agenda. DO seconded the motion.**
19 **VOTE: Yes – 4 (BM, DO, DM, CB). No – 0. Abstain – 0.**
20
- 21 **3. APPROVE MINUTES OF MAY 10, 2023, MEETING** – TK noted that in Section #6, lines #49 &
22 #50, the word “tons” should be deleted from the sentence reporting number of transactions.
23 **Motion #2: CB moved to approve the minutes, as corrected by TK, of May 10, 2023. DM**
24 **seconded the motion.**
25 **VOTE: Yes – 4 (BM, DO, DM, CB). No – 0. Abstain – 0.**
26
- 27 **4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.
28
- 29 **5. MANAGER REPORTS** –
30 **a. Personnel** – Our long-time Scalehouse Operator Shelly Edson has left, and our current Admin.
31 Assistant Chantel Bolduc has moved to the F/T Scalehouse Operator position for Mons-Fris. We
32 have hired a new P/T Sat. Scalehouse Operator, who is in training. We also went out to hire an
33 Admin. Assistant, and are currently evaluating applicants for that position.
34 **b. Health & Safety** – Lithium-ion batteries have become a safety focus, as rechargeable lithium-
35 ion batteries are experiencing rapid increase in demand, and an increase in waste facility fires across
36 the country has been attributed to them. The U.S. EPA just issued a memo clarifying how the
37 hazardous waste regulations for universal waste and recycling apply to lithium-ion batteries. The
38 EPA has determined that most lithium-ion batteries on the market today are likely to be hazardous
39 waste when they are disposed of due to the ignitability and reactivity characteristics. Fires at the end
40 of life are common, and mismanagement and damage to batteries make them more likely.
41 **c. Legislative Update** – H.67, the EPR for HHW bill, was delivered to Gov. Scott yesterday. He
42 has until June 12th to act. We are waiting to receive updates on the status of H.158, the Bottle Bill.
43 **d. NERC Recycling Report 2023** – The Northeast Recycling Council (NERC) has released its
44 Northeast Recycling Market Report for the first quarter of 2023. Of the Materials Recovery
45 Facilities (MRFs) responding, 68% were single stream and 31% were dual stream/source separated.
46 The Average Commodity Value per Ton of marketed materials in the region has declined this
47 quarter by 2%, and can be attributed to national and regional trends. The ACV is now \$77.90/ton
48 without residuals, and \$68.12/ton with the cost of residuals considered. The Average Processing
49 Cost per Ton to sort and prepare the commodities for sale this quarter was \$93/ton, an increase of
50 7% from the prior quarter.
51
- 52 **6. FINANCIAL REPORTS** –
53 **a. April 2023 Financial Report** – PJ presented the April Financials showing a net loss of (\$2,891).
54 April 2023 tonnage of 1,977 was 52 tons below April 2022. However, YTD tonnage was 171 tons
55 higher than YTD2022. The total of 6,323 transactions in April 2023 was 986 higher than in 2022,

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56 and YTD2023 transactions of 17,489 were 2,273 higher than YTD2022. The 335 tons of single
57 stream recyclables received at the transfer station in April 2023 were 12 tons lower than April 2022.
58 The 1,373 YTD tons were 4 tons higher than YTD2022. In April, 39 tons of tires were hauled, and
59 YTD2023, the 92 tons collected were 9 tons higher than YTD2022. No Food Scraps were hauled
60 from the Transfer Station in April. YTD2023 tons were 2.38 tons higher than YTD2022.

61 **b. April 2023 Single Stream Recycling Report** – In April, the Transfer Station delivered 329 tons
62 to the Materials Recovery Facility (MRF) @ \$143/ton processing fee. With other transport costs
63 (hauling, trailer delivery fees, fuel surcharge fees), YTD total net loss for single stream recycling
64 was (\$50,788).

65 **c. Mtg. w/ Stacey Brown and Emily Baslow of National Bank of Middlebury re:**

66 **Collateralization** – NBM representatives presented the E.Bd with a new product to ensure FDIC
67 insurance coverage for all of the District’s current bank accounts, up to \$125 million. Currently the
68 District utilizes a Collateralization agreement with NBM to protect District Funds. Before moving
69 forward, the E.Bd. requested NBM to provide clarification on costs for the new product, and that
70 references from other municipalities utilizing this new product be provided to staff.

71 **d. Pesticides Grant Application released** – Don reported that the VT Agency of Agriculture, Food
72 & Markets (AAFM) has released the new version of its annual grant program to fund agricultural
73 pesticide and herbicide disposal by solid waste management entities (SWMEs). Don participated in
74 several meetings with SWMEs and the AAFM to arrive at an allocation of their limited grant
75 funding that was acceptable to all parties. Don believes that the total amount the ACSWMD will be
76 allocated in FY2024 (\$7,306) will suffice for the one-year grant period, especially considering that
77 the funds will no longer be used for non-household hazardous wastes. The AAFM will work directly
78 with individual farms and commercial growers to pay for proper disposal outside of the grant
79 program. Staff will complete the grant application this month.

80 **e. MMI Grant Final Report Approved** – TK reviewed the final report to the Department of
81 Conservation (DEC) for its 2021 Materials Manufacturing Infrastructure (MMI) Grant, which ended on
82 May 31st. All equipment purchased with the MMI Grant funds was received within the grant period,
83 including the recycling transfer trailer, despite major supply chain delays. The DEC approved the final
84 report and will reimburse us for \$80,000, their 40% share of the grant request. The E.Bd praised staff for
85 its work on procuring the equipment and vehicles after having to modify or substitute a percentage of it.

86 **f. Municipal Diversion Grant Applications** – None.

87 **g. School Diversion Grant Applications** – None.

88
89 **7. NEW BUSINESS –**

90 **a. Champlain Construction Bid, Phase 1 Construction, New Haven Residential Transfer Station**
91 – TK reviewed the Weston & Sampson Bid Summary. The two bids for Phase 1 Construction from
92 Champlain Construction and Markowski were received and recorded on June 2d. Champlain
93 Construction was the low bidder, with a base bid of \$502,536, well below the \$617,000 budget estimate
94 and the \$618,974 base bid by Markowski. Contingency funds in the budget are available in case of
95 unanticipated ledge removal (\$300/cu.yd) and/or crushed stone (\$40/cu.yd). The goal is to sign the
96 construction documents next week and begin construction in the last week of June. CB emphasized the
97 need to move forward with this project as soon as possible, as any further delay might result in the
98 project not being completed until CY2024.

99 **Motion #3: RO moved that the E.Bd approve awarding the bid to Champlain**

100 **Construction for Phase 1 Construction, New Haven Residential Transfer Station and to ask**
101 **the full BOS to ratify the decision at its next meeting. CB seconded the motion.**

102 **VOTE: Yes – 6 (BM, DO, DM, DG, RO, CB). No – 0. Abstain – 0.**

103 **b. Green Up Day Summary 2023** – Don reported that the Green Up Day totals for trash collection in
104 2023 were slightly above where they were last year. In 2022, the District received 10.94 tons of
105 roadside trash, and this year we received 11.26 tons. The District also received slightly more tires
106 this year (299 individual tires and 4.66 tons in 2023, as opposed to 212 individual tires and 2.94 tons
107 last year).

108
109 **8. EXECUTIVE SESSION – N/A.**

- 111 **9. AGENDA ITEMS FOR JUNE 15, 2023 BOARD OF SUPERVISORS MEETING –**
112 **Motion #4: CB moved to cancel the June BOS meeting due to lack of business. RO**
113 **seconded the motion.**
114 **VOTE: Yes –6 (BM, DO, DM, DG, RO, CB). No – 0. Abstain – 0**
115
116 **10. OTHER BUSINESS – None.**
117
118 **11. APPROVAL OF PAYMENTS –** The April invoices were reviewed, and the summary was signed
119 by the Chair.
120
121 **12. ADJOURN –**
122 **Motion #5: RO moved to adjourn the meeting at 5:41 PM. DM seconded the motion.**
123 **VOTE: Yes – 6 (BM, DO, DM, DG, RO, CB). No – 0. Abstain – 0.**
124
125
126 *I agree that this is an original of the June 7, 2023 minutes that were considered and approved by the E.Bd*
127 *at its meeting of _____.*
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129
130

Teresa A. Kuczynski, District Clerk