

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

**ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT
EXECUTIVE BOARD MEETING MINUTES**

October 12, 2022, 4:30 PM

Virtual Meeting on ZOOM

1. CALL TO ORDER – Tim Wickland (TW), Board of Supervisors (BOS) Chair, called the meeting of the Executive Board (E.Bd) to order at 4:30 PM. Other E.Bd members present on Zoom: Deb Gaynor (DG), David Olson (DO), Cheryl Brinkman (CB), Randy Orvis (RO), and Bill Munoff (BM). Staff present: Teri Kuczynski (TK), District Manager; Patti Johnson (PJ), Business Manager; Don Maglienti (DM), Program Manager; Gary Hobbs (GH), Transfer Station Supervisor; and Emily Johnston (EJ), Public Outreach Coordinator. Guest: Mark Sperry, Esq., District Legal Counsel.

2. APPROVE THE AGENDA –

Motion #1: DG moved to approve the agenda. CB seconded the motion.

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

3. APPROVE MINUTES OF SEPTEMBER 7, 2022, MEETING –

Motion #2: CB moved to approve the minutes of September 7, 2022. DG seconded the motion.

VOTE: Yes – 5 (DG, BM, TW, CB, RO). No – 0. Abstain – 1 (DO).

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

5. NEW BUSINESS –

a. Draft #1, 2023 Annual Budget, Grant Opportunities – TK presented proposed rate increases in order to cover a projected deficit in the General Fund in 2023. Recycling processing fees have been on the rise recently, with a projected net loss by the end of CY2022. The E.Bd decided to forego a rate increase this late in the year, and will review at the end of CY2022 whether to move any funds from the Recycling Contingency Fund to cover the GF losses.

Motion #3: RO moved to recommend to the full BOS to approve the following rate changes to the proposed Draft 2023 Annual Budget presented by staff: Change the proposed MSW/C&D tip fee from \$137 to \$140 per ton. Change the District Fee from \$34 to \$35 per ton. Change the Recycling Fee from \$100 to \$120 per ton. DG seconded the motion.

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

Motion #4: DO moved to recommend to the full BOS to accept the full 2023 Draft Annual Budget with the changes noted in Motion #3. RO seconded the motion

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

TK reported that the EPA Solid Waste Infrastructure Grant RFP was due out on Oct. 15, with a very short turnaround time for proposal submittal. TK plans to submit our future diversion costs depending on the terms of the grant, but may have to submit the proposal prior to the November E.Bd and/or BOS meetings.

b.Update on Purchase & Sale Agreement, Design & Permitting – New Haven – TK reported that the Act 250 application has been submitted. The Full Certification permit application is pending, and ANR reps. toured the site. The BOS's proposed 1st Amendment to the Purchase & Sale Agreement was accepted by Sellers, and signed by both parties.

6. EXECUTIVE SESSION – **For the purpose of confidential attorney-client communications made for the purpose of providing legal services to the body.**

55 **Motion #5: RO moved to go into Executive Session for the purpose of meeting with**
56 **Mark Sperry, Esq. re: confidential attorney-client communications made for the purpose**
57 **of providing legal services to the body. BM seconded the motion**

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

59 The E.Bd entered Executive Session at 5:24 PM. The E.Bd exited Executive Session at 5:53 PM.

60 **Motion #6: RO moved to authorize TW to sign the 2nd Amendment of the Purchase &**
61 **Sale Agreement as presented, with modifications recommended to the E.Bd by Mark**
62 **Sperry, Esq., Shane Mullen, Engineer, and TK, with the stipulation to reimburse Peter**
63 **Norris for any lost use income, up to a maximum of \$1,500, if the relocation of the net**
64 **metering panel takes more than 2 days. DG seconded the motion.**

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

66
67 **7. MANAGER REPORT –**

68 **a. Personnel –** The District was without water for 4 days due to a change in the water meter
69 performed by the Town of Middlebury. When the old meter, located at entrance to Transfer Station,
70 was removed it caused a break in the line. The Transfer Station remained fully operational, and the
71 office staff worked mostly from home during that period.

72 **b. Health & Safety –** Nothing to report.

73
74 **8. FINANCIAL REPORTS –**

75 **a. August 2022 Financial Report –** PJ presented the August Financials showing a \$30,465 net
76 gain in the General Fund (GF). The August MSW/C&D tonnage of 2,244 tons was 288 tons higher
77 than August 2021, and YTD tonnage of 15,696 tons was 773 tons higher than YTD 2021. August
78 2022 transactions were 5,750, and YTD transactions of 38,271 were 3,055 lower than YTD 2021.
79 As for tires, 21 tons of tires were disposed of in August, and YTD 275 tons was 101 tons higher
80 than YTD 2021. Food waste hauled in August was 8.05 tons, with a YTD total of 36.91, 17.83 tons
81 lower than YTD 2021. The Transfer Station received 376 tons of Single Stream Recyclables in
82 August, with 2,832 tons YTD.

83 **b. August 2022 Single Stream Recycling Report –** The Transfer Station delivered 388.43 tons to
84 the Materials Recovery Facility (MRF) in August. The August processing fee was \$93/ton, up from
85 \$63/ton last month. PJ added a line for “fuel surcharge fees” that are now being charged due to the
86 high increase in diesel prices, totaling \$2,480.80 YTD as of August. YTD net gain was \$37,008.49.

87 **c. Municipal Diversion Grant Applications –** N/A

88 **d. School Diversion Grant Applications –** N/A

89
90 **9. AGENDA ITEMS FOR OCTOBER 20, 2022, BOS MEETING –** 2023 Draft Budget, Update on
91 New Haven P&S Agreement.

92
93 **10. OTHER BUSINESS –** N/A

94
95 **11. APPROVAL OF PAYMENTS –**

96 **Motion #7: DG moved that the E.Bd has reviewed and approved the summary signed**
97 **by TW and invoices of the District submitted for August and September 2022. RO**
98 **seconded the motion.**

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

100
101 **12. ADJOURN –**

102 **Motion #8: BM moved to adjourn the meeting at 6:10 PM. RO seconded the motion.**

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

104
105 *I agree that this is an original of the October 12, 2022 minutes that were considered and approved by the*
106 *E.Bd at its meeting of _____.*

107
108
109 _____
Teresa A. Kuczynski, District Clerk