

**NOTE: These minutes are subject to review and modification by the ACSWMD Board of Supervisors at its next Board meeting.**

**Addison County Solid Waste Management District  
Minutes  
Board of Supervisors Annual Retreat & Meeting No. 336  
Thursday, September 21, 2023, 4:00 PM  
VFW 530 Exchange Street, Middlebury, VT 05753  
and Virtual Meeting on Zoom**

**1. OPEN MEETING – ROLL CALL** – The Board of Supervisors (BOS) meeting was called to order by Tim Wickland, Chair at 4:36 PM on September 21, 2023. Present:

<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>	<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>
<i>Addison</i>	1	Bill Munoff	<i>Orwell</i>	1	Bill Goddard
<i>Bridport</i>	1		<i>Panton</i>	1	Paul Sokal (via Zoom)
<i>Bristol</i>	2		<i>Ripton</i>	1	Jay Harrington/Steve Zwicky (via Zoom)
<i>Cornwall</i>	1	Jean Raymond	<i>Salisbury</i>	1	
<i>Ferrisburgh</i>	2		<i>Shoreham</i>	1	
<i>Goshen</i>	1	Annina Seiler	<i>Starksboro</i>	1	
<i>Leicester</i>	1		<i>Vergennes</i>	2	Cheryl Brinkman
<i>Lincoln</i>	1	Bill Finger	<i>Waltham</i>	1	
<i>Middlebury</i>	4	Diane Mott/Richard McKerr	<i>Weybridge</i>	1	Tim Wickland
<i>Monkton</i>	1	Deborah Gaynor	<i>Whiting</i>	1	Eric Zuesse (via Zoom)
<i>New Haven</i>	1				
<i>Staff:</i>		Teresa Kuczynski (TK), District Mgr.; Patti Johnson (PJ), Business Mgr.; Don Maglienti (DM), Program Manager; Emily Johnston (EJ), Public Outreach Coordinator; Gabriella Stevens (GS), AmeriCorps member; Gary Hobbs (GH), Transfer Station Supervisor	<i>Guests:</i>		

**2. APPROVE THE AGENDA –**

**Motion #1: D.Gaynor moved to approve the agenda. B.Munoff seconded the motion.**

**VOTE on Motion #1: Yes –15 (Addison, Cornwall, Goshen, Lincoln, Middlebury (4), Monkton, Orwell, Ripton, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

**3. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period,

**4. MEMBER COMMUNICATIONS** – None.

**5. APPROVAL OF MINUTES FROM MEETING NO. 335 –**

**Motion #2: C.Brinkman moved to approve the minutes of meeting No. 335. D.Mott seconded the motion.**

**VOTE on Motion #2: Yes –14 (Addison, Cornwall, Goshen, Lincoln, Middlebury (4), Monkton, Ripton, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 1 (Orwell).**

**6. FINANCIAL REPORTS –**

**a. July 2023 Financial Report and Recycling Report** – PJ presented the July Financials showing a net loss of (\$28,714). July 2023 tonnage of 2,123 was 117 tons higher than July 2022. YTD tonnage was 230

1 tons lower than YTD2022. The total of 6,171 transactions in July 2023 was 701 higher than in 2022, and  
2 YTD2023 transactions of 36,386 were 3,865 higher than YTD2022. The 386 tons of single stream  
3 recyclables received at the Transfer Station in July 2023 were 30 tons higher than July 2022. The 2,526  
4 YTD2023 tons were 70 tons higher than YTD2022. In July, 20 tons of tires were hauled, and YTD2023,  
5 the 188 tons collected were 66 tons lower than YTD2022. Food Scraps were not hauled from the Transfer  
6 Station in July. YTD2023 tons were 3.85 tons lower than YTD2022. In July, the Transfer Station delivered  
7 396 tons of single stream recyclables to the CWM MRF in Rutland. With a higher processing fee of  
8 \$154/ton, the District has lost (\$99,324) in SS Recycling as of July.

9 **b. Municipal Diversion Grant Applications** – None Received.

10 **c. School Diversion Grant Applications** – None Received.

11  
12 **7. Programs Presentation (Don Maglienti, Emily Johnson, Gabriella Stevens)** – EJ shared a video  
13 containing pictures and videos of outreach activities staff completed throughout this past year. EJ and GS  
14 presented the Dos and Don'ts of Recycling, a shortened version of ACSWMD's Recycling 101 Workshop. GS  
15 presented an update on the Textiles program. Year-to-date, the District Transfer Station has collected over 16  
16 tons of textiles, which surpasses the previous highest collection year by a wide margin. The program has been  
17 benefiting local resale stores and not-for-profits who have been given more donations of textiles than can be  
18 used and have no other outlet. Since the program's restart, there have been relatively small amounts  
19 of contamination (i.e., any non-accepted items or unclean textiles). EJ, GS and District staff have been  
20 conducting outreach and talking with textile bin visitors to keep contamination low and to share information  
21 about the program. EJ brought a Save the Date flyer for the District's upcoming free workshops on backyard  
22 composting, vermicomposting, and plastics recycling during October and November 2023.

23  
24 **BREAK FOR DINNER AT 5 – 5:30 PM**

25  
26 **8. New Business:**

27 **a. Chittenden Solid Waste District MRF Proposal and Recycling Transport Bid Award** – TK  
28 reviewed the Chittenden Solid Waste District (CSWD) proposal for a tipping fee contract with their  
29 Materials Recovery Facility (MRF) in Williston, to run concurrently with our hauling contract effective  
30 Jan. 1, 2024 – Dec. 31, 2024. Mandated single stream recyclables from our trailers hauled by the District's  
31 contracted hauler or by a District employee will be accepted by the CSWD MRF at a tipping fee not to  
32 exceed \$85/ton for the duration of the contract. The E.Bd recommended contracting with the CSWD for  
33 recycling services at their MRF in CY2024. TK reviewed the transport bids. We received five bids: two  
34 from Casella (one to the CWM MRF in Rutland or one to the CSWD MRF), Acker Waste, LaPete  
35 Construction & Trucking, and 802 Excavating, LLC. The E.Bd recommended the LaPete contract, pending  
36 favorable references. GH reported that he had contacted references, all of whom praised LaPete's service.  
37 Est. annual savings to the District: \$260,290.

38 **Motion #3: C.Brinkman moved to award the Recycling Transport Bid to LaPete's for Hauling**  
39 **to the CSWD MRF. B.Munoff seconded the motion.**

40 **VOTE on Motion #3: Yes –16 (Addison, Cornwall, Goshen, Lincoln, Middlebury (4),**  
41 **Monkton, Orwell, Panton, Ripton, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

42  
43 **b. Draft CY2024 Annual Budget Highlights** – TK presented a list of factors that were reviewed with the  
44 E.Bd for inclusion in the Draft FY2024 Budget to be presented at the October BOS Meeting:

- 45 - Payroll - COLA 2.1% based on July 2023 New England Index + 2.5% merit. District Mgr. increase of  
46 3% based on year 2 of 3-year contract.
- 47 - Benefits: Budget for the 13.3% increase in monthly rates that BCBS/VT received.
- 48 - Add \$10,000 for salary survey to realign our salary structure post-inflationary increases since  
49 CY2022.
- 50 - Disposal & Hauling Agreement with Casella Waste Management (CWM) to be extended. Budget an  
51 adjusted rate and fuel surcharge formula based on Agreement amendments. Negotiations to follow re:  
52 approx. \$60,000 in MBI trailer damage claims attributed to the District by CWM.

- Received bids from haulers to transport recyclables from Middlebury Transfer Station to Chittenden Solid Waste District (CSWD) Materials Recovery Facility (MRF) in CY2024. Award hauling bid and approve proposed contract with the CSWD for a maximum per-ton processing fee throughout CY2024.
- Transfer \$100,000 from Organics Fund into General Fund, parked in a 3-month CD, as a contingency for YE2023 recycling losses, if needed.
- MSW tonnage level with CY2023 estimates. Increase C&D tonnage by 5% based on disaster reconstruction throughout area.
- Issuing a Request for Bids (RFB) to access options for scrap recycling revenue sharing.

**c. Phase 1 Construction Timeline, New Haven Residential Transfer Station** – TK reported that the District had been ready to begin Phase 1 construction of the regional residential transfer station in New Haven. Tree clearing was done by the deadline; the construction RFP was issued, and the contract was awarded to Champlain Construction. The estimated start date was June 26, with an estimated completion date by the end of Oct. However, the construction has been delayed by wet site conditions due to repeated heavy rains and flooding. We hope the site will be dry enough to begin construction by Oct. 1.

**d. Discussion of Challenges of Town Drop-offs** – TK presented the history of the Municipal Drop-off Advisory Committee’s work: studying the network of town drop-offs, assisting town drop-offs to prepare for food scrap collection in 2017, compiling a drop-off survey in 2018, sending a letter to municipalities re: the siting of a regional residential drop-off, exploring the Ferrisburgh site proposed by the Town, exploring the purchase of the U.S. Forest service site adjacent to the District Transfer Station, exploring the New Haven site, P&S negotiations, and design/permitting in 2021-present. D.Gaynor described the challenges of continuing to manage a town drop-off. S.Zwicky shared the system that is still working at the Ripton Town Drop-off. Each town has a different system; most are using private haulers to provide the trash collection and often collection of other mandated items such as single stream recyclables, food scraps, and leaf & yard debris (at least seasonally). Several towns manage the food scraps or recycling or leaf & yard debris and have categorical certifications from ANR. Challenges include limited hours (usually every Sat. or EO Sat.), site limitations and securing access after-hours, over-extended hauling companies serving several drop-offs on Sats.

**9. EXECUTIVE SESSION** – None Needed.

**10. OTHER BUSINESS** – None.

**11. ADJOURN** –

**Motion #4: B.Finger moved to adjourn the meeting at 6:35 PM. B.Munoff seconded the motion.**

**VOTE on Motion #4: Yes – 16 (Addison, Cornwall, Goshen, Lincoln, Middlebury (4), Monkton, Orwell, Panton, Ripton, Vergennes (2), Weybridge, Whiting). No – 0. Abstain – 0.**

*I agree that this is an original of the September 21, 2023 minutes that were considered and approved by the BOS at its meeting of \_\_\_\_\_.*

\_\_\_\_\_  
*Teresa A. Kuczynski, District Clerk*