

Bristol Town Administrator

From: teri@acswmd.org
Sent: Friday, March 4, 2022 11:32 AM
To: Andy Hooper; Annina Seiler; Bill Finger; Cheryl Brinkman; David Olson; Deb Gaynor; Ed Payne; Eric Zuesse; Jay Harrington; Joel Bouvier; Jonathan Blake; Patrick Palmer; Paul Sokal; Randy Orvis; Richard Reed; Sarah Harris; Susan Jefferies; Timothy H. Wickland; Timothy Ryan; William Munoff; Andrew Manning; Andrew Martin; Carolyn Schmidt; David Sabatini; Diane Benware; Diane Mott; Jason Paquette; Jessica Demeritt; Kimberly Trombley; Sally Ober; Steve Zwicky; Thomas Audet; Todd Presson; Bristol Town Administrator
Cc: Patti Johnson; 'Chantel Bolduc'
Subject: Copy of Town Clerk mailing - appointment and attendance forms
Attachments: ACSWMD Memo to Member Munis. re Apptmts.2022.pdf; ACSWMD Board Appointment Form 2022.pdf; ACSWMD Board Attendance, CY2021.pdf

Good morning,

We have just sent out the annual mailing to the Town Clerks with the ACSWMD Board Appointment form for April 14, 2022 – April 13, 2023. Attached is a copy of the cover letter to the Town Clerks and the latest Board Appointment Form. Please let your selectboard/city council know of your interest in reappointment as a Board Supervisor or Board Alternate. If you are planning to resign from the Board, or to change your status (Supervisor to Alternate, or vice versa), please let them know so that they can appoint a new Supervisor or Alternate. Until then, I do not have the authority to amend the Board of Supervisors/Alternates listing for your town/city. The mailing also included the attached ACSWMD Board Attendance Form, which member municipalities can consider in making their appointments.

A few of the member municipalities, e.g. Cornwall, have struggled with finding a person to appoint to the Board. Nevertheless, as I mentioned in the attached cover letter, a selectboard/city council must appoint a Supervisor and Alternate to the ACSWMD Board according to the District Charter, in VT Statutes, <https://legislature.vermont.gov/statutes/title/24APPENDIX>, Municipal Charters, Chapter 401: Addison County Solid Waste Management District. The citation is 24 App. V.S.A. ch. 401, § 9 (emphasis added):

• **§ 401-9. Appointment**

(a) Initial Board. The Initial Board shall be appointed by the legislative body of each member municipality. Appointments shall be made within 30 days of the effective date of this chapter and certified by the clerk of each member municipality to the Board. Within 60 days of the effective date of this chapter, the initial Board shall meet and shall elect from its membership a Chair and Vice Chair to serve until the organizational meeting to be held pursuant to section 10 of this chapter, and until their successors are duly elected and qualified. The initial Board shall also appoint a Clerk and Treasurer pursuant to sections 24 and 25 of this chapter.

(b) Subsequent boards. Each year, subsequent to Town Meeting and prior to the annual organizational meeting, the legislative body of each member municipality shall appoint its representative, and shall also name an alternate representative to the Board of Supervisors. Appointments shall be in writing, signed by the Chair of the legislative body, and presented to the Clerk of the District. The legislative body, by majority vote, may remove its municipality's appointed representative or alternate during his or her term of office at its discretion. The alternate representative shall represent the municipality at all meetings of the Board of Supervisors that the regular representative is unable to attend and shall have all the rights and privileges of the regular representative in his or her absence.

Hopefully, with the virtual meeting option, more applicants will be able and willing to serve on the Board of Supervisors.

Thank you for your assistance with this task as we prepare for the annual organizational meeting to be held on April 14th at 7:00 PM.

Teri

Teresa A. Kuczynski
District Manager

Addison County Solid Waste Management District

1223 Route 7 South

Middlebury, VT 05753

Tel: (802) 388-2333, ext. 224

Fax: (802) 388-0271

Cell: (802) 377-9309

teri@acswmd.org




ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT

1223 ROUTE 7 SOUTH
MIDDLEBURY, VT 05753

ADDISON
BRIDPORT
BRISTOL
CORNWALL
FERRISBURGH
GOSHEN
LEICESTER
LINCOLN
MIDDLEBURY
MONKTON
NEW HAVEN
ORWELL
PANTON
RIPTON
SALISBURY
SHOREHAM
STARSBORO
VERGENNES
WALTHAM
WEYBRIDGE
WHITING

MEMORANDUM

TO: Member Municipalities of ACSWMD
CC: ACSWMD Board of Supervisors
FROM: Teresa A. Kuczynski, District Manager 
DATE: March 3, 2022
RE: **Reminder: Appointments to District Board of Supervisors**

This memorandum is an annual reminder that your legislative body must appoint both a Representative and an Alternate to the Addison County Solid Waste Management District Board of Supervisors, in accordance with Section 9(b) of its Charter (24 V.S.A. § 4862) regarding annual appointments following local elections at March Town Meeting. Appointments, including re-appointments of existing Board Representatives, **must be in writing and signed by the appropriate official** on the enclosed form. Representatives must either be a resident or an employee of the municipality they represent.

As you make your appointments or re-appointments, please carefully consider the responsibilities of Board members. **The successful functioning of the Board requires the regular participation of its members.** Enclosed is a summary of the attendance record for your Town's Representative in CY2021. The Board has traditionally met monthly on the third Thursday (except for the annual organizational meeting held on the second Thursday in April), currently via Zoom. However, past Boards have occasionally cancelled meetings due to a lack of new business. The Executive Board also meets monthly via Zoom, eight days prior to the Board meetings. Board members communicate regularly with their selectboards to convey the activities and decisions of the District. It is important to the long-term benefit of the District member municipalities that each has an active voice in how the Board functions and a vote on the decisions that it makes.

The Board plans to hold its **annual organizational meeting** via Zoom on **Thursday, April 14, 2022, at 7 PM**, when Elections of Officers and Executive Board members will be held. Please email or mail your signed appointment forms to Chantel Bolduc, Administrative Assistant (admin@acswmd.org), or email them to me (teri@acswmd.org) as soon as possible prior to that date.

Thank you! Feel free to call or email us if you have questions about this or any other aspects of solid waste management. For more detailed information and a monthly calendar of events, please check out our website at www.AddisonCountyRecycles.org.

MISSION STATEMENT

The Addison County Solid Waste Management District is a union municipal district that exists to cooperatively and comprehensively address the solid waste management interests of its member municipalities. The mission of the District is to:

- promote waste reduction and pollution prevention;
- maximize diversion of wastes through reuse, recycling, and composting;
- provide for the disposal of remaining wastes; and
- seek environmentally sound and cost-effective solutions in all of its programs, services, and facilities.

(802) 388-2333

ACSWMD@ACSWMD.ORG

PRINTED ON RECYCLED PAPER

**2022 FORM FOR APPOINTMENT
OF
REPRESENTATIVE AND ALTERNATE REPRESENTATIVE
TO THE
ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT
BOARD OF SUPERVISORS**

The Legislative Body of the Town/ City of _____, in accordance with the ACSWMD Governing Agreement (Charter), Section 9(b), "Appointment", hereby appoints the following two individuals to serve as our Representative and Alternate Representative to the Board of Supervisors of the Addison County Solid Waste Management District for a one-year term, April 14, 2022 – April 13, 2023:

Board Representative:

(Name)

(Address)

(Address)

(Phone) / (Cell Phone)

(E-Mail Address)

Alternate Representative:

(Name)

(Address)

(Address)

(Phone) / (Cell Phone)

(E-Mail Address)

Signed by Selectboard Chair/ City Mayor

Date

**THIS FORM MUST BE SIGNED BY THE CHAIR
OF THE SELECTBOARD, OR CITY MAYOR**

**Please return this form to ACSWMD, 1223 Rt. 7 South, Middlebury, VT 05753
OR e-mail to teri@acswmd.org, or to admin@acswmd.org by April 14, 2022.**

Addison County Solid Waste Management District

Board of Supervisors - CY2021 Meeting Attendance

		Jan	Feb	Mar	New Board Members	Apr	New Board Members	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL # of Meetings Held	TOTAL # of Meetings Attended
Addison	William Munoff	No Meeting	1	1	William Munoff	1		1	1	No Meeting	1	1	1	0	No Meeting	9	8
	Alden Harwood	No Meeting	0	0	Alden Harwood	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0
Bridport	Edward Payne	No Meeting	1	1	Edward Payne	1		0	1	No Meeting	1	1	0	0	No Meeting	9	6
	Andrew Manning	No Meeting	0	0	Andrew Manning	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0
Bristol	Joel Bouvier	No Meeting	0	1	Joel Bouvier	1		1	0	No Meeting	0	0	0	0	No Meeting	9	3
	Valerie Capels	No Meeting	1	1	Valerie Capels	0		0	1	No Meeting	0	1	1	1	No Meeting	9	6
Cornwall	CORNWALL	VACANT	VACANT	VACANT	(vacant)											9	0
	CORNWALL	VACANT	VACANT	VACANT	(vacant)											9	0
Ferrisburgh	Ferrisburgh	VACANT	VACANT	VACANT	David Olson	1		1	1	No Meeting	1	1	1	1	No Meeting	9	7
	David Olson	No Meeting	1	1	Kimberly Trombley	0		1	0	No Meeting	0	1	0	0	No Meeting	9	4
Goshen	Diane Mott	No Meeting	0	1	Annina Seiler	1		1	1	No Meeting	0	1	1	1	No Meeting	9	7
	David Sabatini	No Meeting	0	0	David Sabatini	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0
Leicester	Richard Reed	No Meeting	1	0	Richard Reed	1		0	0	No Meeting	1	1	1	1	No Meeting	9	6
	Diane Benware	No Meeting	0	0	Diane Benware	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0
Lincoln	Bill Finger	No Meeting	0	1	Bill Finger	1		0	1	No Meeting	0	1	1	1	No Meeting	9	6
	Sally Ober	No Meeting	0	0	Sally Ober	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0
Middlebury	Eric Murray	No Meeting	0	0	Andy Hooper	1		1	1	No Meeting	0	1	1	0	No Meeting	9	5
	Andy Hooper	No Meeting	1	1	(vacant)		Diane Mott	1	1	No Meeting	0	0	0	0	No Meeting	9	4
Monkton	Deborah Gaynor	No Meeting	0	1	Deborah Gaynor	1		1	1	No Meeting	1	1	1	1	No Meeting	9	8
	Jessica Demeritt	No Meeting	1	0	Jessica Demeritt	0		0	0	No Meeting	0	0	0	0	No Meeting	9	1
New Haven	Patrick Palmer	No Meeting	0	1	Patrick Palmer	1		0	1	No Meeting	1	1	0	1	No Meeting	9	6
	(vacant)	No Meeting			(vacant)											9	0
Orwell	Karl Thomsen	No Meeting	1	0	(vacant)		Sarah Harris	1	1	No Meeting	1	0	0	1	No Meeting	9	5
	Thomas Audet	No Meeting	0	0	Thomas Audet	0		0		No Meeting	0	0	0	0	No Meeting	9	0
Panton	Paul Sokal	No Meeting	1	1	Paul Sokal	1		1	1	No Meeting	1	1	1	1	No Meeting	9	9
	Todd Presson	No Meeting	0	0	Todd Presson	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0
Ripton	Jay Harrington	No Meeting	0	0	Jay Harrington	1		1	0	No Meeting	1	1	1	0	No Meeting	9	5
	Steve Zwicky	No Meeting	0	1	Steve Zwicky	0		1	0	No Meeting	1	1	0	1	No Meeting	9	5
Salisbury	Pedie O'Brien	No Meeting	1	1	Jonathan Blake	0		0	0	No Meeting	0	0	0	0	No Meeting	9	2
	Jonathan Blake	No Meeting	0	0	VACANT	0										9	0
Shoreham	Randy Orvis	No Meeting	1	1	Randy Orvis	1		1	1	No Meeting	1	1	1	1	No Meeting	9	9
	Jason Paquette	No Meeting	0	0	Jason Paquette	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0
Starksboro	Susan Reit de Salas	No Meeting	0	0	(vacant)	0	Susan Jefferies	1	1	No Meeting	1	1	1	1	No Meeting	9	6
	(vacant)	No Meeting			(vacant)											9	0
Vergennes	Cheryl Brinkman	No Meeting	1	1	Cheryl Brinkman	1		1	1	No Meeting	1	1	1	1	No Meeting	9	9
	(Vacant)	No Meeting			(Vacant)											9	0
Waltham	Timothy Ryan	No Meeting	0	0	Timothy Ryan	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0
	Andrew Martin	No Meeting	0	0	Andrew Martin	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0
Weybridge	Tim Wickland	No Meeting	1	1	Tim Wickland	1		1	1	No Meeting	1	1	1	1	No Meeting	9	9
	(vacant)	No Meeting			(vacant)											9	0
Whiting	Eric Zuesse	No Meeting	0	1	Eric Zuesse	1		1	1	No Meeting	1	1	1	0	No Meeting	9	7
	Carolyn Schmidt	No Meeting	0	0	Carolyn Schmidt	0		0	0	No Meeting	0	0	0	0	No Meeting	9	0

Addison County Solid Waste Management District

Executive Board - Meeting Attendance in CY2021

		Jan	Feb	Mar	April	May - New E.Bd	May	June	July	Aug	Sept	Oct	Nov	Dec	Total # of meetings held	Total # of meetings attended
Addison	William Munoff	1	1	1	1	William Munoff	1	1	0	1	1	1	1	1	12	11
Ferrisburgh	David Olson	1	1	1	1	David Olson	1	1	1	1	1	1	1	1	12	12
Leicester	Richard Reed	1	1	1	1	Randy Orvis	0	1	1	1	1	1	1	1	12	11
Middlebury	Andy Hooper	1	1	1	1	Andy Hooper	1	0	1	1	1	0	1	1	12	10
Monkton	Deborah Gaynor	1	1	1	1	Deborah Gaynor	1	1	1	1	1	0	1	1	12	11
Vergennes	Cheryl Brinkman, Chair	1	1	1	1	Cheryl Brinkman, Chair	1	1	1	1	1	1	1	1	12	12
Weybridge	Timothy Wickland, V.Chair	1	1	1	1	Timothy Wickland, V.Chair	1	1	1	1	1	1	1	1	12	12

April's meeting was held on March 31st due to the way the calendar fell.