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Memorandum

To: Keith Squires, Stu Hurd, Rob Gaiotti, Ricky Harrington, John O'Keefe, Tom Shuey, Mark Lourie, Suzie dePeyster, Chris Reynolds, Dave Kiernan, Nancy Bushika, Mike Charette

Cc: Jim Sullivan, Andrea Lenhardt, Paula Kamperman

From: Michael S. Batcher

Subject: 2018 to 2019 Report

Date: August 7, 2019

Background

The BCRC-BCSWA contract runs for five years with a provision for a new set of tasks and costs to be approved each year. Our main tasks are to assist in implementing the outreach programs in the SWIP, manage household hazardous waste events, and provide overall management of the program. Our contract runs for the fiscal year, and this report is for the period from July 1, 2018 to June 30, 2019. The SWIP runs on a calendar year basis, so our completed work described here covers the second half of Year 3 (2018) and the first half of Year 4 (2019) of the SWIP. Our current contract, which you agreed to at our June meeting, covers the rest of Year 5 (2019) and the first half of the transition year before the new SWIP (2020).

Part One – Financial Report

I am in the process of preparing end of year invoices. Table 1 below shows the totals for each quarter and for the entire year, and this table was included in the invoices. Table 2 shows the breakdown of expenses and revenues for the period July 1, 2018 to June 30, 2019 by category. This year our total expenses were \$145,187.45 compared to \$137,661.34 last year. Our revenues from grants and donations were \$56,769.35, dramatically increased from the \$19,689.99 from last year. Therefore, our billings to the 13 towns are reduced substantially as well from \$117,971.35 last year to \$82,208.55 this year. You will note in Table 1, however, that our expenses minus income were \$84,660.55. That is because we reduced the first invoice by

\$2,454.00 to account for receipts from the Agency of Agriculture and Markets that was accrued to the previous year. That is reflected in Table 2.

Table 1. Quarterly and total amounts billed from July 1, 2018 to June 30, 2019

Town	Population	Share	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year Total	Quarterly Budget	Annual Budget
Arlington	2,317	0.0661	\$ 2,016.05	\$ 204.35	\$ 1,685.22	\$ 1,690.44	\$ 5,596.06	\$ 2,795.70	\$ 11,182.80
Bennington	15,764	0.4496	\$13,712.82	\$ 1,389.97	\$ 11,462.54	\$ 11,498.05	\$ 38,063.38	\$19,015.83	\$ 76,063.33
Dorset	2,031	0.0579	\$ 1,765.95	\$ 179.00	\$ 1,476.16	\$ 1,480.73	\$ 4,901.85	\$ 2,448.88	\$ 9,795.52
Glastenbury	8	0.0002	\$ 6.10	\$ 0.62	\$ 5.10	\$ 5.11	\$ 16.93	\$ 8.46	\$ 33.84
Manchester	4,391	0.1252	\$ 3,818.61	\$ 387.06	\$ 3,191.97	\$ 3,201.86	\$ 10,599.50	\$ 5,295.33	\$ 21,181.34
Pownal	3,527	0.1006	\$ 3,068.31	\$ 311.01	\$ 2,564.79	\$ 2,572.74	\$ 8,516.85	\$ 4,254.88	\$ 17,019.51
Rupert	714	0.0204	\$ 622.20	\$ 63.07	\$ 520.10	\$ 521.71	\$ 1,727.08	\$ 862.82	\$ 3,451.27
Sandgate	405	0.0116	\$ 353.80	\$ 35.86	\$ 295.74	\$ 296.66	\$ 982.06	\$ 490.62	\$ 1,962.49
Searsburg	109	0.0031	\$ 94.55	\$ 9.58	\$ 79.03	\$ 79.28	\$ 262.45	\$ 131.11	\$ 524.46
Shaftsbury	3,590	0.1024	\$ 3,123.21	\$ 316.58	\$ 2,610.69	\$ 2,618.77	\$ 8,669.24	\$ 4,331.01	\$ 17,324.03
Stamford	824	0.0235	\$ 716.75	\$ 72.65	\$ 599.13	\$ 600.99	\$ 1,989.52	\$ 993.93	\$ 3,975.73
Sunderland	956	0.0273	\$ 832.65	\$ 84.40	\$ 696.01	\$ 698.17	\$ 2,311.23	\$ 1,154.65	\$ 4,618.61
Woodford	424	0.0121	\$ 369.05	\$ 37.41	\$ 308.49	\$ 309.44	\$ 1,024.39	\$ 511.77	\$ 2,047.08
Total	35,060	1.0000	\$30,500.05	\$ 3,091.56	\$ 25,494.98	\$ 25,573.96	\$ 84,660.55	\$42,295.00	\$169,180.00

Table 2 Breakdown of costs and revenues for the period July 1, 2018 to June 30, 2019

Category	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year Total
BCRC Salary and Benefits	\$ 10,431.15	\$ 7,855.94	\$ 9,507.71	\$ 7,692.43	\$ 35,487.23
Phone, supplies, postage, equipment	\$ 158.33	\$ 52.99	\$ 120.91	\$ 176.78	\$ 509.01
Printing	\$ 525.45	\$ 20.60	\$ 221.60	\$ 334.93	\$ 1,102.58
Travel	\$ 475.93	\$ 139.75	\$ 343.01	\$ 186.76	\$ 1,145.45
Advertising	\$ 2,030.60	\$ 766.00	\$ 952.00	\$ 3,356.74	\$ 7,105.34
Dues	\$ 3,279.48	\$ 649.97	\$ 995.38	\$ 1,166.20	\$ 6,091.03
Compost bins purchases	\$ -	\$ -	\$ 2,948.88	\$ -	\$ 2,948.88
Indirect Costs	\$ 3,363.00	\$ 2,532.75	\$ 3,065.29	\$ 2,480.04	\$ 11,441.08
Total BCRC	\$ 20,263.94	\$12,018.00	\$18,154.78	\$15,393.88	\$ 65,830.60
Berkshire Direct, NERC, Kamperman, Other Contracts	\$ 5,867.94	7,168.09	\$ 7,580.00	\$ 9,844.70	\$ 30,460.73
Professional Services including HHW Contractors	\$ 18,548.48	422.42	\$ 3,897.31	\$26,027.91	\$ 48,896.12
Total Contractors	\$ 24,416.42	\$ 7,590.51	\$11,477.31	\$35,872.61	\$ 79,356.85
Total Expenses	\$ 44,680.36	\$19,608.51	\$29,632.09	\$51,266.49	\$145,187.45
Income					
ANR Grant, Ag and Markets, Donations	\$ 14,116.95	\$16,516.95	\$ 4,137.11	\$21,998.34	\$ 56,769.35
Compost bin sales	\$ 63.36			\$ 2,935.44	\$ 2,998.80
Adjustments				\$ 758.75	\$ 758.75
Total	\$ 14,180.31	\$16,516.95	\$ 4,137.11	\$25,692.53	\$ 60,526.90
Actual Invoice	\$ 28,048.05	\$ 3,091.56	\$25,494.98	\$25,573.96	\$ 82,208.55
Expenses - income	\$ 30,500.05	\$ 3,091.56	\$25,494.98	\$25,573.96	\$ 84,660.55

Part Two – Summary of Activities



This section summarizes BCRC activities on behalf of the Alliance under the contract for the period July 1, 2018 through June 30, 2019. This may be a bit confusing, as our required reporting period for the VT Agency of Natural Resources is the calendar year and not the fiscal year that our contract covers. Our contracts, first with NERC and now with Paula Kamperman, also follow the calendar year so that we can better assure compliance with the VT ANR review of our progress implementing the SWIP.

During this period, we engaged in the following activities:

1. I hired Paula Kamperman as the Alliance Outreach Program Manager last December. She completed tasks that had not been completed in our contract with the Northeast Recycling Council including assuring we provided outreach to 40 businesses.

She has been actively increasing our outreach via social media using Facebook, which has also increased visitation to the BCSWA website. This calendar year she has worked with the following businesses up to the end of June:

- The Gift Garden
- Bennington Furniture
- Paradise Inn
- Loose Cannon Café
- Northshire Day School

For schools, she visited Grace Christian School and Arlington Memorial Middle and High School providing follow-up from previous visits by NERC. We also supported Pownal Elementary which received help from the Pownal Transfer Station to build a table for use by students to collect food scraps.

Paula has contacted several events including the Dorset Theater Festival, the Annual Bennington Quiltfest, Solarfest, and the Vermont Summer Equestrian Festival as well as event locations including the Southern Vermont Arts Center. She set up a table at Solarfest to provide information to attendees on recycling, food scrap diversion and other solid waste management assistance as well as highlighting the work of the Alliance.

Paula organized and managed the sale of 72 soil saver backyard composters and over 40 kitchen composters and held workshops for purchasers at our distribution locations in Dorset and Bennington. With funding support from VT ANR, we were able to sell soil savers for \$35.00 each, a much-reduced amount from the \$48 we purchase them for. The funding went to a reduced purchase price. Paula supported the promotion of the May HHW event by filming public service announcements for CAT-TV and GNAT-TV and provided script and voiceover for radio ads at WBTN and WEQX. She also filmed a half-hour interview at GNAT-TV for "The News Project", focusing on upcoming changes to recycling laws and plastic film recycling:

<https://gnat-tv.org/the-news-project-in-studio-recycling-composting-up-your-game/>

2. Berkshire Direct has continued to update the website as we have revised materials and information. The website can be found at www.bcswavt.org. We continue to provide content for updates. In calendar year 2018, we had 3,200 users compared to 2,400 users in 2017. In the first six months of 2019, we have had 1,900 users. More are finding the site via web searches, and we post the website in all our outreach efforts.

3. The table below summarizes the spring household hazardous waste event at the Bennington Transfer Station.

Table 3. Summary of attendance at the Spring 2019 Bennington HHW event.					
Town	First Time	Returnin g	Total	Additiona l	Total with additiona l
Arlington	6	5	11	2	13
Bennington	47	83	130	4	134
Dorset	1	2	3	2	5
Glastenbur y	0	0	0	0	0
Mancheste r	3	3	6	2	8
Pownal	11	12	23	8	31
Rupert	1	0	1	0	1
Sandgate	1	2	3	0	3
Searsburg	0	0	0	0	0
Shaftsbury	5	27	32	0	32
Stamford	1	3	4	0	4
Sunderland	1	0	1	0	1
Woodford	4	1	5	0	5
Totals	81	138	219	18	237

The category “additional” is where multiple households came in one vehicle. 179 cars brought paint, 191 brought HHW and six brought pharmaceuticals. We partnered with Southern Vermont Medical Center and the Bennington Police to collect pharmaceuticals, though the number of residents bringing those materials was very low. In the spring of 2018, we had 242 households participate (see Fourth Quarter 2018 and year-end report on the contract between BCSWA and BCRC for FY 2017 to 2018). There were problems during the collection with residents having to wait two hours and more due to the slow processing by Clean Harbors.

As we did in 2018, BCRC applied for and received approval for a SWIP grant of \$32,371.01 to support HHW events in 2018 to 2019. We renewed our contract with the Agency of Agriculture and Markets for pesticide reimbursement and will be eligible to receive 16,000 over the next four years.

4. 2018 Report to VT ANR

We submitted our report for the Alliance for calendar year 2018. Here are the highlights:

- Our calculated disposal rate, which is the amount of material sent to landfills, was 8.10 pounds/person/day, down slightly for 8.90 pounds/person/day in 2017, though up from 6.10 pounds/person/day in 2016. Our diversion rate was 33%, which was up from our previously reported 17% for 2016.
- In 2018 we served a total of 484 households or approximately 3.3% of our households.
- We provided technical assistance to two schools and 40 businesses as required in our SWIP as well as six events and two sites that hold multiple events.
- Textiles continue to be collected by One World and by Goodwill.
- Fluorescent bulbs and batteries are collected at the Pownal, Bennington, Sunderland and Dorset Transfer stations as well as numerous retailers. Paula updated the locations for battery collections and our web site is also updated.

Table 4 below provides estimates of the amount of various materials collected in the BCSWA service area from several sources including the state database (ReTRAC), information from retailers, Call-2-Recycle battery information, PaintCare, our HHW collections, and textile collections

Table 4. Estimated amount of materials collected in the BCSWA service area in 2018.	
Material	Tons
Batteries	2.1
C and D	4,237.8
Lamps	0.6
More lamps	1.8
MSW	60,182.0
Estimated Backyard composting	1,446.6
Organic	5,119.4
Recycle	12,711.6
Sludge	96.0
Paint	42.2
Textiles	127.3
More batteries	7.2
HHW	20.8
Total E-waste	103.2
Grand Total	84,098.4

- All transfer stations are accepting clean wood, leaf and yard debris and food scraps. I have not heard from Rupert on their plans to arrange for a location to accept leaf and yard debris and clean wood as required.

Part Three: Summary of Changes to the Solid Waste Management Entity Performance Standards in the Preliminary DRAFT 2019 Materials Management Plan

We will need to update our SWIP by July 1, 2020. The table below from VT ANR summarizes the major changes and requirements. The most significant is the requirement for HHW events which may mean we will need to do three events per year, which I discuss in my budget memo to you.

SWME Performance Standard	2014 MMP	<i>DRAFT</i> 2019 MMP
G1 - Disposal Reporting	Track and report disposal rate annually	Only required to report disposal rate in SWIP years 1 and 5
G1 - Diversion Reporting	Track and report diversion rate biannually	No longer required to report diversion rate
G3 - Materials Management Survey	Complete two surveys in years 1 and 5	Only required to do one survey in year 5, use the previous SWIP year 5 survey as baseline
O2 - Direct Business Outreach (Recycling, Composting, HHW, EPR)	Outreach only required through mail, email, and phone	Some direct in-person outreach required
O3 - Waste Reduction at Events	Provide Technical Assistance for waste reduction at public and private events	Must have signage and at least one set of bins (Recycling, Compost, Trash) to lend to community, technical assistance not required
R/O/C/S - Multimedia Outreach Campaign	Conduct a multi-media outreach campaign on recycling, organics diversion, reduction of C & D waste and biosolids	No longer required to conduct multi-media campaigns
H1 - HHW Collection Events and Facilities	Year 5: Four events per year, or access to permanent facility, with each town in SWME region having at least one event per year within a 15-mile radius	Two events per year, or access to a permanent facility, with each town in SMWE region having at least one event per year within 20 road miles
R1 - Residuals Recycling Meetings	SWMEs work with municipal officials, wastewater plant operators, and septic service providers to encourage beneficial use of biosolids and septage.	Collaborate with DEC to hold regional public meetings on residuals recycling