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Memorandum

To: Cynthia Browning, Mat Bykowski, Stu Hurd, Rob Gaiotti, Ricky Harrington, John O’Keefe, Tom Shuey, Mark Lourie, Suzie dePeyster, Chris Reynolds, Dave Kiernan, Nancy Bushika, Dixie Zens

Cc: Jim Sullivan, Andrea Lenhardt, Linda Sciarappa, Ryan Thurber, Nick Zaic

From: Michael S. Batcher and Paula Kamperman

Subject: Quarter 1 2020 to 2021 SWIP Report

Date: October 26, 2020

Part One – Expenses as of September 30, 2020

I have already mailed out the first quarter invoice to all of the towns. Table 1 below shows the total amount invoiced to each town for the quarter beginning July 1, 2020 through September 30, 2020. Table 1 also shows the budgeted amount per quarter and for the entire year. As you can see, we are over budget, primarily as we have not received any grant payments as yet this year. I recently invoiced VT ANR \$29,249.54 and the Agency of Agriculture and Markets \$8,875.00. Those should show up in the next invoice we will send you in January or February.

Table 1. Quarterly allocation of expenses by town

Town	Population	Share	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year Total	Quarterly Budget	Annual Budget
Arlington	2,317	0.0661	\$ 4,303.13	\$ -	\$ -	\$ -	\$ 4,303.13	\$ 3,440.92	\$ 13,763.67
Bennington	15,764	0.4496	\$ 29,269.06	\$ -	\$ -	\$ -	\$ 29,269.06	\$ 23,404.49	\$ 93,617.96
Dorset	2,031	0.0579	\$ 3,769.30	\$ -	\$ -	\$ -	\$ 3,769.30	\$ 3,014.06	\$ 12,056.23
Glastenbury	8	0.0002	\$ 13.03	\$ -	\$ -	\$ -	\$ 13.03	\$ 10.41	\$ 41.65
Manchester	4,391	0.1252	\$ 8,150.55	\$ -	\$ -	\$ -	\$ 8,150.55	\$ 6,517.44	\$ 26,069.77
Pownal	3,527	0.1006	\$ 6,549.08	\$ -	\$ -	\$ -	\$ 6,549.08	\$ 5,236.86	\$ 20,947.44
Rupert	714	0.0204	\$ 1,328.04	\$ -	\$ -	\$ -	\$ 1,328.04	\$ 1,061.95	\$ 4,247.79
Sandgate	405	0.0116	\$ 755.16	\$ -	\$ -	\$ -	\$ 755.16	\$ 603.85	\$ 2,415.41
Searsburg	109	0.0031	\$ 201.81	\$ -	\$ -	\$ -	\$ 201.81	\$ 161.37	\$ 645.50
Shaftsbury	3,590	0.1024	\$ 6,666.26	\$ -	\$ -	\$ -	\$ 6,666.26	\$ 5,330.56	\$ 21,322.24
Stamford	824	0.0235	\$ 1,529.86	\$ -	\$ -	\$ -	\$ 1,529.86	\$ 1,223.32	\$ 4,893.29
Sunderland	956	0.0273	\$ 1,777.24	\$ -	\$ -	\$ -	\$ 1,777.24	\$ 1,421.14	\$ 5,684.54
Woodford	424	0.0121	\$ 787.71	\$ -	\$ -	\$ -	\$ 787.71	\$ 629.88	\$ 2,519.52
Total	35,060	1.0000	\$ 65,100.23	\$ -	\$ -	\$ -	\$ 65,100.23	\$ 52,056.25	\$ 208,225.00

Table 2 shows expenditures for the year thus far by category. We collected donations at the September 12th HHW event and gave \$300.00 each to Mt. Anthony Union Middle School and the Dorset School for allowing us to use their facilities. As you can see, our actual total expenses after income were \$110,477.00. Since we billed you an additional \$45,250.00 last year, we were able to reduce that total to \$65,100.23. We did that as we had to postpone the May HHW event to August.

Table 2. Expenses by category and income from grants, sales and donations

Category	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Year Total
BCRC Expenses					
Salary & Benefits.	\$ 15,859.39	\$ -	\$ -	\$ -	\$ 15,859.39
Phone, Supplies, post & equip.	\$ 10.70	\$ -	\$ -	\$ -	\$ 10.70
Travel	\$ -	\$ -	\$ -	\$ -	\$ -
Copying Costs	\$ 115.10	\$ -	\$ -	\$ -	\$ 115.10
Indirect Costs	\$ 10,326.04	\$ -	\$ -	\$ -	\$ 10,326.04
Total BCRC	\$ 26,311.23	\$ -	\$ -	\$ -	\$ 26,311.23
Events and other expenses		\$ -			\$ -
Web site	\$ 585.48	\$ -	\$ -	\$ -	\$ 585.48
Dues	\$ 1,844.30	\$ -	\$ -	\$ -	\$ 1,844.30
Printing	\$ 331.68	\$ -			\$ 331.68
Advertising.	\$ 8,055.40		\$ -		\$ 8,055.40
Compost bin purchase	\$ 12,061.94	\$ -	\$ -	\$ -	\$ 12,061.94
Equipment	\$ 1,127.78	\$ -	\$ -	\$ -	\$ 1,127.78
Kamperman	\$ 12,786.02	\$ -		\$ -	\$ 12,786.02
HHW Contractors	\$ 56,421.40	\$ -			\$ 56,421.40
Traffic Control	\$ 702.00	\$ -			\$ 702.00
Total Other Expenses	\$ 93,916.00	\$ -	\$ -	\$ -	\$ 93,916.00
Donations to MAUS and Dorset School	\$ 600.00	\$ -	\$ -	\$ -	\$ 600.00
Total Expenses	\$ 120,827.23	\$ -			
Income		\$ -	\$ -	\$ -	\$ -
Donations	\$ 1,317.42	\$ -			\$ 1,317.42
Ag and Markets (Pesticides)	\$ -	\$ -	\$ -	\$ -	\$ -
ANR	\$ -	\$ -			\$ -
Compost bin sales	\$ 9,159.58	\$ -			\$ 9,159.58
Total Income	\$ 10,477.00	\$ -		\$ -	\$ 10,477.00
Income - expenses	\$ 110,350.23	\$ -	\$ -	\$ -	\$ 110,350.23
Accrual from 2019 to 2020	\$ 45,250.00	\$ -	\$ -	\$ -	\$ 45,250.00
Total Due	\$ 65,100.23				\$ 65,100.23



Part Two – Summary of Activities

This section summarizes BCRC activities on behalf of the Alliance under the contract for the period July 1 through September 30, 2020. During this period, we engaged in the following activities:

1. We held household hazardous waste events at Mt. Anthony Union Middle School on August 8th and at the Dorset School on September 12th. Table 3 shows the results. We had a total of 497 households participate in the two events along with no businesses. Table 3 also shows that most households had previously participated in an event in Vermont. Our total is higher than the 446 we had last year.

Town	Bennington May 2020	Dorset September 2020	Total	First-time participating in HHW Event	Previously participated in HHW event	Total
Arlington	19	18	37	20	17	37
Bennington	145	17	162	67	95	162
Dorset	9	70	79	27	52	79
Glastenbury	0	0	0	-	-	-
Manchester	19	48	67	28	39	67
Pawlet	0	4	4	1	3	4
Pownal	38	15	53	13	40	53
Rupert	2	9	11	4	7	11
Sandgate	4	2	6	2	4	6
Searsburg	1	0	1	0	1	1
Shaftsbury	41	14	55	25	30	55
Stamford	4	0	4	1	3	4
Sunderland	10	7	17	8	9	17
Woodford	1	0	1	1	0	1
Totals	293	204	497	197	300	497
				Proportion First-time	Proportion Returning	
				40%	60%	

2. We continue to update the web site and Facebook page with information on HHW events, how residents and businesses can manage materials, information on food pantries that can accept food donations, and ways to deal with materials such as sharps and pharmaceuticals. With the July 1 ban on sending food to landfills, we fielded numerous calls from residents and businesses on how they can comply with the new requirements.

3. To help with the food ban, we sold 182 backyard soil saver composters, 60 backyard green cones (solar digesters), 129 kitchen composters for bringing scraps to the backyard and 49 3.5-gallon pails for bringing scraps to the transfer station.
4. Paula Kamperman, Outreach Program Manager, has been engaged in a number of outreach activities including
 - updated handouts on various topics
 - prepared a webinar presentation for the business community outlining Single-Use Plastics ban and food scrap ban
 - submitted audio and video PSAs for area radio and cable access TV stations to support our HHW events
 - worked with seventeen schools to assist them in acquiring containers for food scrap collections, using funding from VT ANR;
 - sending out an E-Newsletter for educators in the area;
 - continuing to provide technical assistance to businesses and institutions, especially apartments
 - providing assistance for diversion of recyclables and food scraps at events, though most events were cancelled due to the COVID-19 pandemic this year;

Part Three – Actions Needed

1. Alliance towns will need to contact haulers to have them register as required in their individual pay as you throw bylaws.