

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
July 9, 2025, 4:30 PM
Office Conference Room, 1223 Rt. 7 South, Middlebury, VT 05753
And Virtual Meeting on ZOOM**

- 1. CALL TO ORDER** – Cheryl Brinkman (CB), Board of Supervisors (BOS) Chair, called the meeting of the Executive Board (E.Bd) to order at 4:30 PM. E.Bd members on Zoom: Bill Munoff (BM), Dave Olson (DO), Rhonda Williams (RW), Tim Wickland (TW), and Deb Gaynor (DG). Other Board Members present: Richard McKerr (RM). Staff present: Don Maglienti (DM), District Mgr.; Drew Pettis (DP), Business Mgr.; Shelly Edson (SE), Administrative Assistant/District Clerk.
- 2. APPROVE THE AGENDA**
Motion #1: DO moved to approve the agenda. DG seconded the motion.
VOTE: Yes – 6 (BM, DO, RM, DG, CB, TW). No – 0. Abstain – 0.
- 3. APPROVE MINUTES OF JUNE 11, 2025 MEETING**
Motion #2: DG moved to approve the minutes of June 11, 2025. RM seconded the motion.
VOTE: Yes – 5 (BM, DO, RM, DG, CB). No – 0. Abstain – 1 (TW).
- 4. PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.
- 5. MANAGER REPORTS**
 - a. Personnel** – Nothing to report.
 - b. Health & Safety** – Nothing to report.
 - c. General and Legislative Updates** – DM reported that the VT Agency of Agriculture has found additional pesticide disposal funding which will double the current year's funding but may not fully cover expenses. The Agency of Natural Resources has formally announced the closure of the Eco AmeriCorps program, and staff will be exploring Middlebury College's work study program as a potential replacement for the AmeriCorps position. DG suggested sending a letter to legislators to raise their awareness about the program's value. The Middlebury Transfer Station certification amendment for collecting mattresses has been posted and is expected to proceed without issues, with a public comment period ending July 16th. The new mattress recycling program will begin August 1st. Staff has seen a surprising number of mattresses coming in, including 60 in one recent day. DM discussed plans for a mattress staging area and collection system with infrastructure costs estimated at under \$5,000, and mentioned an upcoming meeting with Casella to discuss acceptance guidelines for different mattress types. The District's Solid Waste Plan was submitted prior to the July 1 deadline. DM also mentioned new VT rule changes regarding food waste de-packaging and the recent repair issues with the current backhoe.
- 6. FINANCIAL REPORTS** –
 - a. May 2025 Financial Report** – DP presented the May 2025 financials showing a net gain of \$13,433 for the month, with a YTD2025 net loss of (\$111,661) in the General Fund. The May 2025 MSW & C&D tonnage of 2,352 tons was 214 tons less than May 2024, and YTD2025's 9,788 tons were 195 tons less than YTD2024. The 4,464 transactions in May 2025 were 155 less than May 2024, and YTD2025's 17,341 transactions were 260 less than YTD2024. The May 2025 single stream recyclables total of 355 tons received were 4 tons less than May 2024, and YTD2025's 1,691 tons were 41 tons more than YTD2024. In May 2025, 42 tons of tires were hauled, and YTD2025's 179 tons were 20 tons more than YTD2024. In May 2025, 0 tons of food waste were hauled to VNAP, and YTD2025's 16.79 tons hauled were 1.61 tons less than YTD2024.

56 **b. May 2025 Single Stream Recycling Report** – In May 2025, the Transfer Station delivered 337.19
57 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD) Materials
58 Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$40,247, with
59 revenues of \$45,637, for a pre-OH gross profit of \$5,390 for the month, and a YTD2025 pre-OH
60 gross profit of \$21,961.

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62 **c. Municipal Diversion Grant Applications** – No new applications.

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64 **d. School Diversion Grant Applications** – No new applications. The District is waiting on a paid
65 invoice from Mary Hogan School for the grant application that was received and accepted in May.
66

67 **7. NEW BUSINESS -**

68 **a. New Haven Regional Residential Transfer Station Request for Statements of Interest** – DM
69 shared a revised draft letter to gauge interest from haulers that may decide to contract with the
70 District to provide residential trash and recycling collection at the New Haven Drop-Off. The
71 letter offers flexibility in scheduling within permitted days and hours of operation. DM mentioned
72 that adding new days or extending hours past the permitted times would require an Act 250
73 amendment. There was a discussion about weekday versus Saturday operations, as well as the
74 option to accept all recyclables from the New Haven Drop-Off from the contracted hauler at no
75 charge. TW suggested that if recycling is subsidized, we could cap the subsidy amount to limit the
76 District's loss. DM noted that the current hauler, whose contract ends in mid-August, has provided
77 reliable service despite financial challenges.

78 **Motion #3: DO moved to send out the hauler letter requesting statements of interest,**
79 **including the incentive to accept recycling for free, with a yearly cap of an amount**
80 **determined by staff. TW seconded the motion.**

81 **VOTE: Yes – 7 (BM, DO, RM, DG, CB, RW, TW). No – 0. Abstain – 0.**
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83 **b. 2025 Audit Discussion** – After a discussion, Board members decided to go out to bid for the 2025
84 Audit.
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86 **8. EXECUTIVE SESSION** – none needed.
87

88 **9. AGENDA ITEMS FOR JULY 17TH BOARD OF SUPERVISORS MEETING –**

89 **Motion #4: BM moved to cancel the July 17th meeting due to lack of business. TW seconded**
90 **the motion.**

91 **VOTE: Yes – 7 (BM, DO, RM, DG, CB, RW, TW). No – 0. Abstain – 0.**
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93 **10. OTHER BUSINESS** – No other business was discussed.
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95 **11. APPROVAL OF PAYMENTS** – Summary of Paid May 2025 Invoices

96 **Motion #5: TW moved to accept the Chair's approval of the May 2025 invoices. DG**
97 **seconded the motion.**

98 **VOTE: Yes – 7 (BM, DO, RM, DG, CB, RW, TW). No – 0. Abstain – 0.**
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100 **12. ADJOURN**

101 **Motion #6: BM moved to adjourn the meeting at 5:40 p.m. DG seconded the motion.**

102 **VOTE: Yes – 7 (BM, DO, RM, DG, CB, RW, TW). No – 0. Abstain – 0.**
103

104 *I agree that this is an original of the July 9, 2025 minutes that were considered and approved by the*

105 *E.Bd at its meeting of _____.*
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Shelly Edson, District Clerk