

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**

June 11, 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), and Deb Gaynor (DG). Other Board Members present: Diane Mott (DMott) alternate Middlebury representative Richard McKerr (RM). Staff present: Don Maglienti (DM), District Mgr.; Drew Pettis (DP), Business Mgr.; Gary Hobbs (GH), Facilities Mgr.; Emily Johnston (EJ), Public Outreach Coordinator; Ben Eglash (BE), Program Manager; and Shelly Edson (SE), Administrative Assistant/District Clerk.

2. APPROVE THE AGENDA

Motion #1: RM moved to approve the agenda with an amendment to move the audit report discussion ahead of the Manager Reports. DO seconded the motion.

VOTE: Yes – 5 (BM, DO, RM, DG, CB). No – 0. Abstain – 0.

3. APPROVE MINUTES OF MAY 7, 2025 MEETING

Motion #2: DO moved to approve the minutes of May 7, 2025. RM seconded the motion.

VOTE: Yes – 5 (BM, DO, RM, DG, CB). No – 0. Abstain – 0.

4. PUBLIC COMMENT PERIOD – The Chair opened the public comment period.

5. Meeting with John Boulay, RHR Smith re: Draft CY2024 Audit Report – John presented the 2024 Audit to the Executive Board, indicating no concerns regarding the District's internal control over financial reporting, nor were there any significant audit findings.

6. MANAGER REPORTS

a. Personnel – DM updated the Board about the recent departure of Sarah Bialas, who was our former ECO AmeriCorps member and recently a VT Department of Environmental Conservation staffer working with the District. Sarah has left to take a new position for the summer. Staff wishes her well in her future endeavors.

b. Health & Safety – Nothing to report.

c. General and Legislative Updates – DM provided an update on the status of H.484, which now contains three primary issues relating to solid waste management. The first is an increase in Vermont's annual pesticide registration fee of \$50 per product, which is estimated to bring in an additional \$613,000 in state revenue. This revenue will be used to increase funding of the Agency of Agriculture's pesticide disposal cost reimbursement program for solid waste districts. DM estimates the cost savings to our District will be roughly \$8,000 per year. The second issue within H.484 is the extension of the timeline for implementation of Vermont's Extended Producer Responsibility law for Household Hazardous Waste (HHW). H.484 gives producers of HHW products additional time to develop a management plan, but also includes a stipulation that the Vermont Agency of Natural Resources will develop its own plan with additional costs added should producers fail to meet the new deadline. The third issue is the expansion of Vermont's Paint Product Stewardship Program to include aerosol coatings, coating-related products, and certain nonindustrial coatings. The expanded law would cover the costs of collection, processing, and end-of-life management of these products, and will also include coverage of certain facility and labor costs already incurred by the District.

56 **6. FINANCIAL REPORTS –**

- 57 **a. April 2025 Financial Report** – DP presented the April 2025 financials showing a net loss of
58 (\$20,003) for the month, with a YTD2025 net loss of (\$125,094) in the General Fund. The April
59 2025 MSW & C&D tonnage of 2,163 tons was 18 tons more than April 2024, and YTD2025's
60 7,436 tons were 19 tons more than YTD2024. The 4,277 transactions in April 2025 were 188
61 more than April 2024, and YTD2025's 12,877 transactions were 105 less than YTD2024. The
62 April 2025 single stream recyclables total of 345 tons received were 17 tons more than April 2024,
63 and YTD2025's 1,336 tons were 45 tons more than YTD2024. In April 2025, 61 tons of tires
64 were hauled, and YTD2025's 137 tons were 21 ton more than YTD2024. In April 2025, 0 tons of
65 food waste were hauled to VNAP, and YTD2025's 16.79 tons hauled were 7.46 tons more than
66 YTD2024.
67
68 **b. April 2025 Single Stream Recycling Report** – In April 2025, the Transfer Station delivered
69 329.15 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD) Materials
70 Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$39,074, with
71 revenues of \$44,554, for a pre-OH gross profit of \$5,480, and a YTD2025 pre-OH gross profit of
72 \$16,570.
73
74 **c. Municipal Diversion Grant Applications** – No applications received.
75
76 **d. School Diversion Grant Applications** – Mary Hogan Elementary School submitted a grant
77 application for reimbursement of costs for a stainless-steel compost table. The total costs
78 submitted for the table were \$3,335.39, with a requested 75% reimbursement.

79 **Motion #3: DO moved to approve the Mary Hogan Elementary School grant**
80 **application as presented. DG seconded the motion.**

81 **VOTE: Yes – 5 (BM, DO, Dmott, DG, CB). No – 0. Abstain – 0.**
82

83 **7. NEW BUSINESS -**

- 84 **a. 2025 Draft Solid Waste Implementation Plan (SWIP) Update** – DM updated the Board on the
85 status of the 2025 SWIP rewrite. The SWIP is nearly complete, with staff finalizing some sections
86 and formatting. The draft will be submitted prior to July 1, after which the Agency of Natural
87 Resources will either recommend edits or pre-approve the Plan for public hearings. Once the Plan is
88 pre-approved, staff will provide an overview and summary of key changes to the Board.
89
90 **b. Update on New Haven Regional Residential Transfer Station** – DM reported that the New
91 Haven regional residential drop-off is still receiving very few customers, despite a recent increase
92 in advertising over the past 4 weeks. Staff will continue to meet with the contracted hauler to plan
93 the next steps as the end of his contract approaches this summer.
94
95 **c. Sourcewell Price Quotes for Purchase of New Backhoe** – GH presented the recent Sourcewell
96 price quotes for the purchase of a new backhoe to manage MSW and other materials at the District
97 Transfer Station. Quotes were obtained for a Case 590SN and a John Deere 410P backhoe. Board
98 members requested that staff resolve any price quote uncertainties and proceed with a
99 demonstration of the John Deere machine prior presenting a purchase recommendation to the full
100 Board the following week.
101
102 **d. Tech Group Contract Renewal** – The District's one-year ManagedCare Services contract with
103 Tech Group, which includes all of the District's cyber-security and IT needs, is up for renewal. The
104 price has increased \$540 from the previous one-year contract, but all other terms and services
105 remain the same. Management has recommended the District renew with Tech Group.

106 **Motion #4: DO moved to recommend to the Board of Supervisors to approve**
107 **renewal of the contract with Tech Group.**

108 **VOTE: Yes – 5 (BM, DO, Dmott, DG, CB). No – 0. Abstain – 0.**
109

e. **New Transfer Station Rates for Mattress Diversion & Recycling** – DM outlined an upcoming change in the cost to manage mattresses. Casella will be implementing a \$45 fee for all mattresses of any size that are sent to the landfill in Coventry. Staff has researched recycling options and developed draft new recycling and disposal rates for mattresses. Staff obtained recycling costs from three companies in the region and recommends a collection system that involves the use of a tractor trailer due to the volume of mattresses that currently arrive at the District Transfer Station each day. Staff will need to warn the new rates for 30 days prior to implementation, send a letter to all licensed haulers informing them of the change, and apply for a minor certification amendment for the Transfer Station. The Transfer Station closure fund will also need to be increased slightly to account for the additional material onsite.

Motion #5: DO moved to recommend to the Board of Supervisors to approve adoption of new rates for mattress recycling and disposal, direct staff to proceed with public warning of rate change, contract with a recycling company, and obtain a certification amendment for the District Transfer Station.

VOTE: Yes – 5 (BM, DO, Dmott, DG, CB). No – 0. Abstain – 0.

7. EXECUTIVE SESSION – Not needed.

8. AGENDA ITEMS FOR JUNE 19TH BOARD OF SUPERVISORS MEETING – Agenda items will include updates on SWIP submission and the New Haven Transfer Station, evaluation of backhoe price quotes for a purchase this year, renewal of the Tech Group contract, renewal of contracts for HHW transport and disposal, approval new rates for mattress recycling and disposal, and approval of contract for mattress recycling.

10. OTHER BUSINESS – No other business was discussed.

11. APPROVAL OF PAYMENTS – Summary of Paid April 2025 Invoices

Motion #6: BM moved to accept the Chair's approval of the April 2025 invoices. DG seconded the motion.

VOTE: Yes – 5 (BM, DO, Dmott, DG, CB). No – 0. Abstain – 0.

12. ADJOURN

Motion #7: BM moved to adjourn the meeting at 6:39 p.m. DO seconded the motion.

VOTE: Yes – 5 (BM, DO, Dmott, DG, CB). No – 0. Abstain – 0.

I agree that this is an original of the June 11, 2025 minutes that were considered and approved by the E.Bd at its meeting of _____.

Shelly Edson, District Clerk