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 8, 2026, 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: Tim Wickland (TW), Bill Munoff (BM), David Olson (DO), Deborah Gaynor (DG), and Rhonda Williams (RW). Other Board Members present: Diane Mott (DM) and Richard McKerr (RM). Staff present: Don Maglienti (Maglienti), District Mgr.; Drew Pettis (DP), Business Mgr.; and Shelly Edson (SE), District Clerk.

2. **APPROVE THE AGENDA**
   Motion #1: DO moved to approve the agenda. DM seconded the motion.
   VOTE: Yes – 5 (BM, DO, DM, CB, TW). No – 0. Abstain – 0.

3. **APPROVE MINUTES OF JUNE 10, 2026 MEETING**
   Motion #2: DO moved to approve the minutes of the June 10, 2026 meeting. TW seconded the motion.
   VOTE: Yes – 5 (BM, DO, DM, CB, TW). No – 0. Abstain – 0.

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

5. **MANAGER REPORTS**
   a. **Personnel –** Maglienti reported that Kelsey has completed his HAZWOPER training.
   b. **Health & Safety** – Nothing to report.
   c. **General and Legislative Updates** – Maglienti reported that provisions under the VT EPR law for HHW are now within Act 158. ANR is still developing their plan to implement the law, which should provide more detail on expected payments to solid waste entities in VT. ANR expects to complete the plan by the end of August. Staff will soon need to begin tracking labor hours spent on HHW activity to provide a basis for future invoicing under the program. Maglienti clarified that pesticides and herbicides will continue to be managed separately outside of the EPR program with funding through the VT Agency of Agriculture. Maglienti will be looking into funding through the upcoming round of EPA Solid Waste Infrastructure for Recycling (SWIFR) grants, which will be administered by the VT ANR this fall. Staff recently met with the Addison County Economic Development Corporation (ACEDC) to discuss grant funding opportunities for the District's planned construction projects. The District purchased an annual membership with ACEDC. Maglienti met with other District managers to discuss the future of the VT Product Stewardship Council (VTPSC) following the retirement of its current chair.

6. **FINANCIAL REPORTS –**
   a. **May 2026 Financial Report –** DP presented the May 2026 financials showing a net profit of $63,696 for the month, with a YTD2026 net profit of $59,697 in the General Fund. The May 2026 MSW & C&D tonnage of 2,237 was 115 tons less than May 2025, and YTD2026's 9,770 tons were 18 tons less than YTD2025. The total of 4,555 transactions in May 2026 was 91 more than May 2025, and YTD2026's 17,016 transactions were 325 less than YTD2025. In May 2026, 42 tons of tires were hauled, and YTD2026's 143 tons were 36 tons less than YTD2025. In May 2026, 0 tons of food waste were hauled to CSWD's Green Mt. Compost, and YTD2026's 15.69 tons hauled were 1.10 tons less than YTD2025.

   b. **May 2026 Single Stream Recycling Report –** DP reported that the May 2026 single stream recyclables total of 298 tons received was 57 tons less than May 2025, and YTD2026's 1,544 tons were 147 tons less than YTD2025. In May 2026, the Transfer Station delivered 313 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD) Materials Recycling Facility (MRF) in Williston. Costs for hauling and recycling were $37,928, with revenues of $39,920, for a pre-OH gross profit of $1,992 for the month, and a YTD2026 pre-OH gross profit of $22,593.

b. **New Haven Financial Report –** DP presented an updated financial report for the New Haven Residential Drop-Off, showing tonnage received, transactions by town, and profit & loss activity since the drop off has been active. The Executive Board suggested this financial report be included with the monthly financial reports going forward.

7. **POLICY COMMITTEE REPORT –** The Committee met in June to review the *Policies Regarding Inclusion of Additional Member Municipalities in the District* and the *Policy Regarding Non-Member Use of District Facilities*.

8. **NEW BUSINESS**

a. **Draft Policies Regarding Inclusion of Additional Member Municipalities in the District**
CB and Maglienti presented the edits to the Draft Policy. TW suggested revised language for section III (D). DO inquired about debt allocation and financial obligations for new members. DG inquired about admission agreements for new members and how they refer to terms and conditions within the District Charter. After discussion, it was decided that the Policy Committee will work on additional edits and report back at the next E-Board meeting.

b. **Draft Policy Regarding Non-Member Use of District Facilities**
CB and Maglienti presented the edits to the Draft Policy. DO suggested adding a definition for "Non-Member Municipalities." DG inquired about a future edit to the Policy if the new HHW building is constructed. Maglienti stated that an additional edit may be necessary once that project is complete.

Motion #3: DG moved to recommend that the BOS approve the Draft Policy Regarding Non-Member Use of District Facilities. DO seconded the motion.

VOTE: Yes – 7 (BM, DO, DM, DG, CB, RW, TW). No – 0. Abstain – 0.

9. **PROPOSED EXECUTIVE SESSION –** For the purpose of discussing negotiation of a purchase & sale agreement of property where premature general public knowledge regarding this matter would clearly place the District at a substantial disadvantage by compromising our negotiating position.

Motion #4: TW moved to enter into Executive Session at 5:41pm. RW seconded the motion.

VOTE: Yes – 7 (BM, DO, DM, DG, CB, RW, TW). No – 0. Abstain – 0.

The Executive Board exited Executive Session at 6:28pm.

10. **AGENDA ITEMS FOR JULY 16TH BOARD OF SUPERVISORS MEETING**

Motion #5: TW moved to cancel the July 16th meeting due to lack of business. DO seconded the motion.

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

11. **OTHER BUSINESS –** DM reported that Kathy Cahill will be our new New Haven representative. We are still waiting for Shoreham and Bridport to formally appoint their representatives.

12. **APPROVAL OF PAYMENTS – Summary of Paid May 2026 Invoices**

Motion #6: TW moved to accept the Chair's approval of the May 2026 invoices. DO seconded the motion.

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

13. **ADJOURN**

Motion #7: BM moved to adjourn the meeting at 6:35 p.m. TW seconded the motion.

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

I agree that this is an original of the July 8, 2026 minutes that were considered and approved by the E.Bd at its meeting on ____________________________.

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Shelly Edson, District Clerk