Chittenden Solid Waste District

ADMINISTRATIVE OFFICE
19 Gregory Drive, Suite 204
South Burlington, VT 05403

EMAIL info@cswd.net
TEL (802) 872-8100

www.cswd.net

CHITTENDEN SOLID WASTE DISTRICT
FULL BOARD MEETING INSTRUCTIONS
FOR THE PUBLIC – REMOTE ACCESS

Date: Wednesday, July 29, 2026
Time: 6:00 PM
Place: ZOOM MEETING INSTRUCTIONS

IMPORTANT:

CSWD will hold a hybrid Board of Commissioners Meeting. The virtual meeting is accessible by computer or phone. Members of the public, joining the meeting remotely, may join by clicking the link below. Following the meeting a recording will be available upon request.

You are invited to a Zoom webinar!

Join from PC, Mac, iPad, or Android:

https://us02web.zoom.us/j/87624814217

Webinar ID: 876 2481 4217

Phone one-tap:

+16465588656, 82206970838# US (New York)

+16469313860, 82206970838# US

Join via audio:

+1 646 558 8656 US (New York)

For those without internet access, call 802-872-8100 ext. 247 and leave a message to register for the meeting. A call- in number will be provided to you prior to the meeting.

Participants will be in listen only mode. *Call in controls include: *6 – toggle mute/unmute and *9 to raise your hand*.

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CHITTENDEN SOLID WASTE DISTRICT
FULL BOARD REGULAR MEETING

Date: Wednesday, July 29, 2026
Time: 6:00 PM
Place**:** Hybrid Meeting - ZOOM Meeting or In-Person at CSWD Administrative Office
19 Gregory Drive, South Burlington

***** (E) Indicates enclosures (D) Discussion Only**

1. (E) **Agenda** (6:00 PM)

2. **Public Comment Period** (6:01 PM)

3. (E) **Consent Agenda** (6:05 PM)
   3.1 Minutes:
   - Annual Organizational- June 24, 2026
   - Regular Business- June 24, 2026

   3.2 Program Updates
   3.3 Executive Director Update

4. (E) **Executive Session:** (6:10 PM)
   - Contract Negotiations
   - Real Estate Transactions

5. **Other Business** (7:30 PM)

Possible Action could occur on any agenda item, although not initially noted. If you need an accommodation, please call the District at 872-8100 upon receipt of this notice. All times listed are an estimated start and duration.

#3.1(a)

DRAFT

CHITTENDEN SOLID WASTE DISTRICT
19 Gregory Drive South Burlington
MEETING ROOM
MINUTES OF ANNUAL ORGANIZATIONAL MEETING
June 24th, 2026

***Hybrid Meeting via Zoom.**

PRESENT

BOARD MEMBERS:		
	Bolton	-----
	Burlington	Lee Perry
	Charlotte	-----
	Colchester	Lauren Eagan
	Essex	Alan Nye
	Essex Junction	-----
	Hinesburg	Rick McCraw
	Huntington	Barb Winters
	Jericho	Leslie Nulty
		Tom Joslin, Alt.
	Milton	Betsy Paret
	Richmond	-----
	Shelburne	Margaret Wiener
	So. Burlington	Paul Stabler
		Alison Lazarz, Alt.
	St. George	-----
	Underhill	Paul Ruess
		Dan Steinbauer, Alt.
	Westford	-----
	Williston	David Howell
	Winooski	Bryn Oakleaf
		Rachel Kennedy, Alt.

STAFF: John Balparda, Director of Finance; Joey Catania, Outreach, Compliance & Safety Manager; Josh Estey, Director of Operations; Dan Goosen, Director of Organics & Recycling; Jennifer Holliday, Director of Public Policy & Communications; Becky Johnston, Data & Policy Analyst; Amy Jewell, Director of Administration; Thomas Melloni, Attorney ;Brian Mital, Associate Director of Operations; Sarah Reeves, Executive Director

OTHERS PRESENT: Steve Crafts, Place Creative Marketing Firm, Steve M., member of the public.

AGENDA:

1. Call to Order & Agenda
2. Public Comment Period
3. Introduction of new Board Members & Appreciation for those previously serving
4. Annual Organizational Meeting
   a. Elect Officers
   b. Elect Executive Board
   c. Set Full Board Meeting Schedule
   d. Granting of Authority
   e. Set Interest Rate for Late Payment
   f. Continue Fidelity Bond for Officers
   g. Approval of Check signing privileges

5. Other Business
6. Adjourn

Paul Ruess called the meeting to order at 6:00 P.M.

1. CALL TO ORDER & AGENDA
No changes to the agenda.

2. PUBLIC COMMENT PERIOD
No members of the public were present in the meeting room, via phone or Zoom. No comments were made by the public.

3. INTRODUCTION OF NEW BOARD MEMBERS & APPRECIATION FOR THOSE PREVIOUSLY SERVING
P. Ruess stated there are no new representatives currently being appointed for any municipal district. S. Reeves confirmed that no formal documentation regarding representative nominations for the Commissioner position has been submitted by either Charlotte or Huntington. Answering a question from P. Ruess, T. Melloni confirmed that Charlotte and Huntington Commissioners serve until a new member is appointed and qualified to serve.

4. ANNUAL ORGANIZATIONAL MEETING

a. ELECT OFFICERS
<u>Chair:</u> Paul Ruess was the only nomination for Chair
VOTING ON ELECTION OF CHAIR: Motion Passed 11-0 with one abstention by Paul Ruess; MOTION CARRIED. Paul Ruess is CSWD Chair of the Board of Commissioners.

<u>Vice Chair:</u> Alan Nye was the only nomination for Vice Chair
VOTING ON ELECTION OF VICE CHAIR: Motion 11-0 with one abstention by Alan Nye; MOTION CARRIED. Alan Nye is CSWD Vice Chair of the Board of Commissioners.

<u>Secretary:</u> Paul Stabler was the only nomination for Secretary
VOTING ON ELECTION OF SECRETARY: Motion Passed 11-0 with one abstention by Paul Stabler; MOTION CARRIED. Paul Stabler is CSWD Secretary of the Board of Commissioners.

<u>Treasurer:</u> Paull Stabler was the only nomination for Treasurer.
VOTING ON ELECTION OF TREASURER: Motion Passed 11-0 with one abstention by Paul Stabler; MOTION CARRIED. Paul Stabler is Treasurer for the CSWD Board of Commissioners.

b. ELECT EXECUTIVE BOARD
MOTION by ALAN NYE, SECOND by LESLIE NULTY to nominate Lee Perry, Alan Nye, Betsy Paret, and Paul Stabler to the Executive Board. VOTING ON ELECTION TO EXECUTIVE BOARD: Motion Passed 12-0. MOTION CARRIED.

c. SET FULL BOARD MEETING SCHEDULE
S. Reeves presented the proposed Full Board meetings. She stated the schedule of the Executive Board meetings will be determined based on the availability of the Executive Board members. The Full Board

meetings are held on the 4th Wednesday of each month except for the months of November and December when the meetings are then held on the 3rd Wednesday of the month due to the holidays.

PAUL STABLER made a motion, seconded by ALAN NYE, to adopt the full board meeting schedule as presented in the board packet. Motion passed 12-0.

S. Reeves stated that the Board is responsible for an annual review and reauthorization of key operational authorities and expenditure limits. The Board is also responsible for establishing interest rates and terms for any municipal assessments as well as approving officer fidelity bonds and check-signing authorizations.

d. GRANTING OF AUTHORITY
PAUL STABLER made a motion, seconded by LEE PERRY, to authorize the Executive Director to expend up to $50,000;

AND to authorize the Executive Board to approve expenditures up to $100,000;

AND to authorize the Full Board to approve expenditures above $100,000. Motion passed 12-0.

e. SET INTEREST RATE FOR LATE PAYMENT
ALAN NYE made a motion, seconded by PAUL STABLER, to set the interest rate for late payment at 1% per month (12% per annum) for member municipalities if assessments are established. Motion passed 12-0.

f. CONTINUE FIDELITY BOND FOR OFFICERS
Paul Stabler stated fidelity bond is a type of insurance policy that protects a business or business entity against financial losses due to dishonest or financially fraudulent actions of certain employees, officers, or Commissioners.

LESLIE NULTY made a motion, seconded by LEE PERRY, to continue the fidelity bond of $500,000 per incident for commissioners of the Chittenden Solid Waste District, the Director of Finance, and the Executive Director. Motion Passed. 12-0

g. APPROVAL OF CHECK SIGNING PRIVILEGES
ALAN NYE made a motion, seconded by PAUL STABLER, to authorize the Chair of the Board of Commissioners, the Executive Director, the Director of Administration, and the Treasurer to sign checks and electronic transfers throughout the upcoming year, and further, any check or electronic transfer greater than $25,000 shall require two signatures. Motion passed 12-0.

Answering a question from B. Paret, S Reeves clarified that two signatures have always been a requirement for approval for checks exceeding a set amount, currently set at checks exceeding $25,000.

5. OTHER BUSINESS
None.

6. ADJOURN

Adjournment – Motion by PAUL STABLER, second by ALAN NYE, to adjourn the meeting. All in favor, motion passed. at 6:22 P.M.

I agree that this is an original copy of minutes, and they have been approved by motion of the Board of Commissioners at the meeting held in _____________.

____

Board Secretary

#3.1(b)

DRAFT

CHITTENDEN SOLID WASTE DISTRICT
19 Gregory Drive South Burlington
MEETING ROOM
MINUTES OF REGULAR MEETING
JUNE 24, 2026

***Hybrid Meeting via Zoom.**

PRESENT

BOARD MEMBERS:	Bolton	-----
	Burlington	Lee Perry
	Charlotte	-----
	Colchester	Lauren Eagan
	Essex	Alan Nye
	Essex Junction	-----
	Hinesburg	Rick McCraw
	Huntington	Barb Winters
	Jericho	Leslie Nulty
		Tom Joslin, Alt.
	Milton	Betsy Paret
	Richmond	-----
	Shelburne	Margaret Wiener
	So. Burlington	Paul Stabler
		Alison Lazarz, Alt.
	St. George	-----
	Underhill	Paul Ruess
		Dan Steinbauer, Alt.
	Westford	-----
	Williston	David Howell
	Winooski	Bryn Oakleaf
		Rachel Kennedy, Alt.

STAFF: John Balparda, Director of Finance; Joey Catania, Outreach, Compliance & Safety Manager Josh Estey, Director of Operations; Dan Goosen, Director of Organics & Recycling; Jennifer Holliday, Director of Public Policy & Communications; Becky Johnston, Data & Policy Analyst; Amy Jewell, Director of Administration; Thomas Melloni, Paul Frank + Collins; Brian Mital, Associate Director of Operations; Sarah Reeves, Executive Director

OTHERS PRESENT: Steve Kraft, Place Creative Marketing Firm, Steve M., member of the public.

AGENDA:
1. Call to Order & Agenda
2. Public Comment Period
3. Consent Agenda
4. Resolution of Appreciation for Jen Holliday
5. CSWD Brand Refresh
6. Customer Code of Conduct Policy
7. Community Cleanup Fund
8. Executive Session
9. Other Business

Paul Ruess called the meeting to order at 6:23 P.M.

1. AGENDA
No changes were made to the agenda.

2. PUBLIC COMMENT PERIOD
No members of the public were present in the meeting room, via phone or Zoom. No comments were made by the public.

3. CONSENT AGENDA
3.1 Minutes- May 12, May 27, June 4, 2026
3.2 Program Updates
3.3 Finance- Fund Balances, Reserves, & Warrants
3.4 Executive Director Update
3.5 Legislative Update – Bottle Bill
3.6 Solid Waste Rulemaking Update

P. Stabler asked that the item 3.6 Solid Waste Rulemaking Update be removed from the Consent Agenda for further clarification from staff. All agreed.

The Consent Agenda was approved as amended.

P. Stabler asked about the preventative measures used to maintain the separation of packaged and nonpackaged organic materials and for additional information about the regulatory guidelines concerning Processed Glass Aggregate (PGA). D. Goosen stated the state Solid Waste rules are updated on a regular basis. D. Goosen stated a recent Stakeholder meeting recommended that separation be maintained between source-separated organics and packaged foods needing disposal. Casella's depackaging facility located in Williston diverts 40% of the Organics Recycling Facility's former feedstock volume, processing it into slurry for anaerobic digestion. D. Goossen explained that under the proposed rule changes, facilities will no longer be permitted to mix source-separated organics with packaged commercial food waste, including that from grocery stores or manufacturers. The Agency of Natural Resources aims to preserve the quality of source-separated organics for higher-value uses, such as animal feed and composting. Answering a question from P. Stabler, D. Goosen clarified that the Organics Recycling Facility has the capacity to handle an increase in the amount of food scraps that will likely come into the facility with this rule change and will make changes to staffing and scheduling to accommodate accordingly. Clarification was given on when this proposed change would take effect.

P. Stabler asked for additional information about the regulatory guidelines concerning Processed Glass Aggregate (PGA) and glass rules. J. Estey stated the statute allows PGA to have 1% deleterious materials consisting of paper and plastics. The proposed rules update the amount of paper allowed in PGA specifications to 5% while keeping plastic contamination at less than 1%. P. Stabler said, in the past, paper has been the most challenging contaminant when producing PGA. J. Estey stated the proposed rule update will facilitate increased manufacturing capacity, allowing the facility to capitalize if future market opportunities become available, and further stated that the proposed rule updates are supported by engineering studies performed by the University of Vermont. Answering a question from B. Oakleaf, D. Goosen clarified that Vermont still uses Re-TRAC Connect for data collection services and he has reached out to get reporting data from the depackaging facility.

P. Ruess stated these questions clarified the memo and that no further action was needed. The report is accepted as presented in the consent agenda.

4. RESOLUTION FOR JEN HOLLIDAY

P. Ruess read the following resolution into the record:

WHEREAS, Jen Holliday has served the Chittenden Solid Waste District, currently as Director of Public Policy & Communications, with previously held positions in Compliance, Hazardous Waste, Product Stewardship, Safety, and Waste Diversion, and has conducted herself in an outstanding manner for the past thirty-five years;
WHEREAS, she has been a dedicated and conscientious public servant working continually for the betterment of Chittenden County and, by extension, the State of Vermont;
WHEREAS, she has given selflessly of her time and expertise, leading and working alongside staff at all levels for the Chittenden Solid Waste District; and
WHEREAS, she has provided outstanding leadership and guidance to CSWD, the Board, Vermont's solid waste management entities, the Northeast region, and through her tenure as President of the Product Stewardship Institute, a national organization that is a leader in promoting product stewardship goals and programs, leadership on at a national level; and
WHEREAS, she has been instrumental in developing strategies that advance CSWD's goals through policy and program initiatives, legislative action, and state and local government regulations; and
WHEREAS, she has provided testimony in the Legislature on environmental bills that have advanced CSWD's goals through policy and program initiatives, legislative action, and state and local government regulations; and
WHEREAS, she founded and Chaired the Vermont Product Stewardship Council where Extended Producer Responsibility laws are estimated to have saved local governments and taxpayers millions of dollars statewide; and
WHEREAS, the work she has completed will continue to be used and appreciated in the future projects of the Chittenden Solid Waste District; and
THEREFORE, BE IT RESOLVED that the Board of Commissioners, on behalf of the residents and businesses of eighteen communities in Chittenden County, hereby convey their sincere appreciation for her exemplary leadership and outstanding service for the past thirty-five years.

PAUL STABLER made a motion, seconded by LESLIE NULTY, to approve the Resolution of Appreciation for Jen Holliday. Motion passed 12-0.

P. Ruess thanked J. Holliday on behalf of the Full Board and all member communities for her service, vision and leadership. The Board of Commissioners thanked J. Holliday for her dedication and service.

5. CUSTOMER CODE OF CONDUCT POLICY

A. Jewell presented a Customer Code of Conduct Policy for approval. The draft has been reviewed by CSWD staff, managers, legal advisors and the Executive Board and changes were made before bringing it to the Full Board for approval. The policy outlines the expectations for customers' behavior at CSWD facilities, including the process of resolving disputes and the consequences of violating the policy. A. Jewell reported that CSWD Hazardous Waste Supervisor D. Curebanas recommended implementing a Customer Code of Conduct Policy to address future incidents and promote a safe, respectful environment for staff. A. Jewell stated the draft policy was presented by B. Johnston, CSWD Data and Policy Analyst, at a meeting with the Justice, Equity, Diversity, and Inclusion Committee and provided to staff for feedback.

Answering a question from L. Nulty, A. Jewell stated upon adoption the policy will be posted at all customer-facing facilities, uploaded to the organization's website, and integrated into on-site signage via QR codes. L. Nulty recommended publishing the policy on Front Porch Forum to maximize the channels of communication. Answering a question from B. Paret, A. Jewell stated the Hazardous Waste Depot has a higher volume of negative interactions with customers than other CSWD facilities. B. Mital stated the Williston drop-off facility experiences the highest rate of negative customer interactions compared to other drop-off locations. Answering a question from R. McCraw, B. Mital stated that current appointment-based scheduling, facility volume restrictions, and price of loads create customer friction at the Hazardous Waste Depot and CSWD drop-off centers.

P. Ruess expressed concern about empowering dissatisfied customers with independent dispute resolution options. He suggested QR codes or information handouts to alleviate the operational burden on frontline staff. B. Mital stated drop-off centers are directed to distribute his contact information to customers for any unresolved disputes.

ALAN NYE made a motion, seconded by PAUL STABLER, to approve the Customer Code of Conduct of the Chittenden Solid Waste District. Motion passed 12-0.

6. CSWD BRAND REFRESH

J. Holliday presented the CSWD brand refresh. She stated that Steve Kraft with Place Creative Marketing Firm has been working in conjunction with CSWD on refreshing the facility's brand for the past year. J. Holliday stated the brand refresh will launch in January 2027 when the new MRF becomes fully operational. The brand refresh will be accompanied by a Recycle-Right Campaign designed to communicate the new MRF processing capabilities and promote compliant disposal practices.

S. Kraft stated a Brand Focus Workshop was convened to define the CSWD brand identity, assess public perceptions of waste management, and identify key behavioral drivers. S. Kraft highlighted the core brand pillars that inform all visual messaging and strategic direction including how CSWD helps Vermonters help the environment, leads the way in waste reduction, makes the most of waste, informs and inspires through their programs and work through schools, and is powered by Vermonters. S. Kraft stated the CSWD brand redesign was driven by three strategic objectives: aligning the identity with the organization's core mission, visually representing Vermont, and humanizing the brand by highlighting the staff behind the operations.

S. Kraft presented the new rebrand: CSWD, A Greener Vermont Starts Here. He stated the idea of the rebrand is that CSWD is a place where smarter waste management, recycling, and diversion make a difference and the people who are doing this work are celebrated. S. Kraft stated the new rebrand will help anchor future communications, as reflected by the new logo and identity. Answering a question from A. Nye, S. Kraft detailed the rationale behind the new CSWD logo with the mountain motif representing Vermont's natural landscape, while the circular shape and arrow signify the closed-loop concept of recycling. A. Jewell stated the new logo design and colors will help distinguish CSWD from Casella Waste Systems. Answering a question from B. Winters, A. Jewell stated the new logo and tagline fit very well into the message on waste reduction. S. Reeves stated the new logo will be implemented in phases, aligning the transition with the reordering of wearables and signage. S. Reeves stated the official launch of the new logo will be at the new MRF.

7. COMMUNITY CLEANUP FUND

J. Catania stated there is $95,000 allotted to the Community Cleanup Fund (CCUF) program. The amount of the allotment is specific to each town's population. He stated the CCUF is a reimbursement style grant that resets in full each fiscal year (FY). In the current FY only 9% of those funds have been utilized. J. Catania discussed how the Outreach Team will take a more proactive, collaborative approach in assisting board members with project sourcing and execution. Answering a question from B. Paret, J. Catania clarified that there were no changes being made to the current CCUF procedures and guidelines. Answering a question from B. Paret, S. Reeves stated there have been times in the past when a town approves a project and reimbursement was not approved, but those instances were rare. Answering a question from R. McCraw, S. Reeves stated that the Outreach team could present to each town to help with utilization of the CCUF. B. Oakleaf stated that having a pre-approval stage is helpful and thanked staff for the improvements in the process of utilizing CCUF.

8. EXECUTIVE SESSION

PAUL STABLER made a motion, seconded by ALAN NYE, to move that the Executive Board of Commissioners of the Chittenden Solid Waste District go into Executive Session to discuss contract negotiations, where premature general public knowledge would clearly place the District, its member municipalities, and other public bodies or persons involved at a substantial disadvantage and to permit authorized staff, other invited interested parties to be present for this session. Motion passed 12-0. The Board entered Executive Session at 7:45PM.

LESLIE NULTY made a motion, seconded by BRYN OAKLEAF, to exit the Executive Session. Motion passed 12-0. The public session resumed at 9:08PM.

No action was taken during the Executive Session.

ALAN NYE made a motion, seconded by MARGARET WEINER, that the resolution presented to the Board with a change in the first resolve, to say "and at a variable rate of interest not to exceed 5.34% per annum for a term of approximately seven years."

CLARIFICATION by PAUL STABLER that this motion is regarding a lease for equipment from Somerset Capital for the new Materials Recycling Facility.

Motion passed 12-0.

PAUL STABLER made a motion, seconded by ALAN NYE, be it resolved that the Board of Commissioners authorizes the Executive Director to enter into negations to result in a contractual agreement with Casella Recycling, LLC of Rutland, VT for Materials Recycling Facility operation as described in RFP #20260126, inclusive of all addenda and the vendor's responses to such. The contract amount shall be established at not more than $110 per ton processing fee for Year 1. The contract terms shall not be less than 10 consecutive years and not exceed a total of 20 consecutive years. Motion passed 12-0.

PAUL STABLER made a motion, seconded by LESLIE NULTY, be it resolved that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement with Casella Recycling, LLC of Rutland, VT for purchase, brokerage and/or marketing of recyclable services as described in RFP #20260212, inclusive of all addenda and the vendor's responses to such. The contract amount shall be established at not more than $7 per ton of sorted materials marketed for Year 1. The contract will be issued for a period of three years, beginning on or about January 1, 2027, with the option of two mutually agreed upon one-year extensions. Motion passed 12-0.

9. OTHER BUSINESS

Answering a question from T. Joslin, S. Reeves said solar will not be included as a part of the MRF project at this time due to budgetary constraints, but it is desired to be included in the future.

10. ADJOURNMENT

Adjournment – Motion by ALAN NYE, second by PAUL STABLER to adjourn the meeting. All in favor, motion passed at 9:13PM.

I agree that this is an original copy of minutes, and they have been approved by motion of the Board of Commissioners at the meeting held in _____________.

____

Board Secretary

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Chittenden Solid Waste District

#3.2

MEMORANDUM

To: Board of Commissioners
From: CSWD Staff
Date: July 29, 2026
Re: Program Updates

- Organics Recycling Facility (Dan) --
  As anticipated, FY26 came to a strong end for sales at the ORF. Combined sales ended at $1,094,021 - $191,609 or 21% above FY25, and $135,915 or 14% above budgeted targets. All categories performed well, but Compost and Topsoil sales were particularly strong.

  Unlike material sales which have outperformed budgeted targets for the past five years, tip fees associated with receiving food scraps have not performed as strongly since FY21 – often falling short of budgeted targets. FY26 brought an end to this trend with the ORF exceeding budgeted billable food scrap tons in for the first time in several years. Year-end billable food scrap totaled 4,385 tons – 9% higher than the prior year and 1.1% above budgeted targets.

- Marketing & Communications (Brendan) --
  The Marketing & Communications team is currently in transition. Two members of the team have recently left CSWD, and Brendan, the new Director of Public Policy, Communications, and Waste Diversion has recently started. We will resume regular reporting on marketing initiatives once the team is back up to full capacity. In the interim, please reach out with any specific marketing or communications needs.

- Drop Off Center (Brian) --

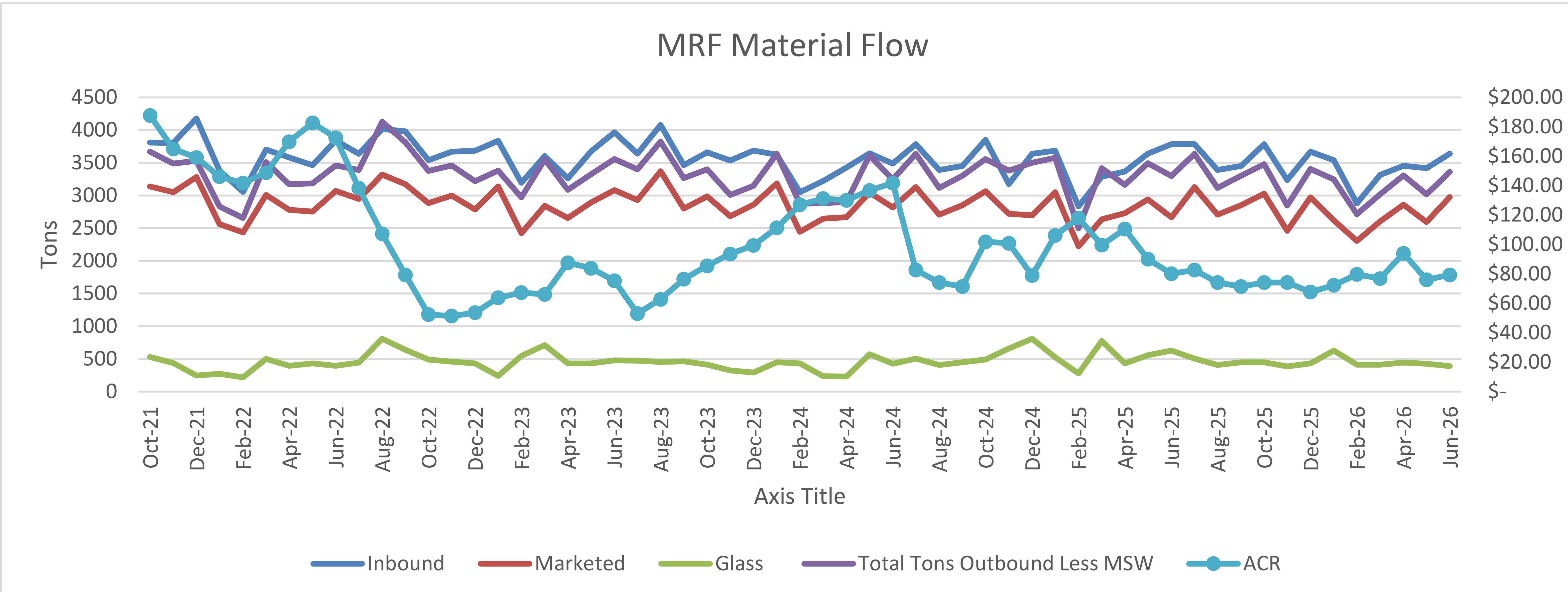
  DOC June Trip Totals
  Williston: 5,324
  Essex: 8,797
  South Burlington: 7,950
  Milton: 4,625
  Burlington: 2,123
  Hinesburg: 2,200
  June 2026 Total Visits: 31,019

- Compliance, Outreach & Safety (Joey) -- The Outreach & Compliance team joined other SWME and the DEC to tour Casella's landfill in Coventry. It was a worthwhile experience that allowed us to see the scale of the operation and witness the amount of waste Vermonters are sending to our state's only open and active landfill.
  The team is also starting to get all the pieces together to have a community art project/display at this year's Art Hop in Burlington's South End. More updates on this at the next Board meeting!

- Legislative Update (Brendan) --
  The legislature remains in recess following adjournment of the biennium on May 29. Staff will continue to monitor rulemaking and implementation activity related to H.915 (bottle bill and EPR changes) over the summer, and will report back on any notable progress, including CSWD's coordination with the Agency of Natural Resources on the household hazardous waste stewardship organization changes.

- Environmental Depot (Josh) -- Q4 Appointments

FY 26 4TH QTR.	ROVER	DEPOT	CEG	TOTAL
APRIL	0	334	53	387
MAY	129	256	56	441
JUNE	0	575	39	614
TOTAL	129	1165	148	1,442



MRF Material Flow
Tons
4500
4000
3500
3000
2500
2000
1500
1000
500
0
$200.00
$180.00
$160.00
$140.00
$120.00
$100.00
$80.00
$60.00
$40.00
$20.00
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Oct-21
Dec-21
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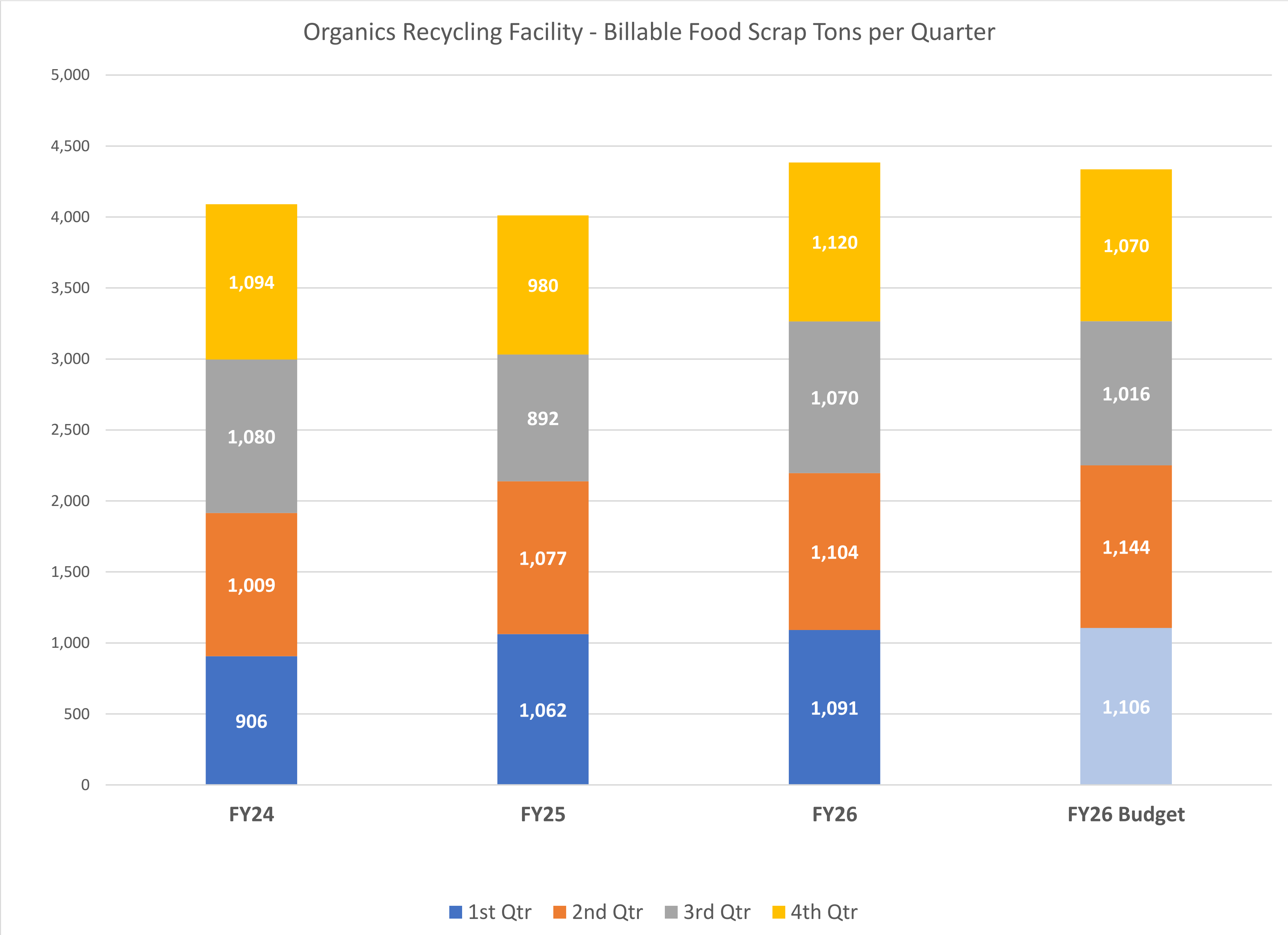
Total Tons Outbound Less MSW
ACR


Organics Recycling Facility - Billable Food Scrap Tons per Quarter
5,000
4,500
4,000
3,500
3,000
2,500
2,000
1,500
1,000
500
0
1,094
1,080
1,009
906
980
892
1,077
1,062
1,120
1,070
1,104
1,091
1,070
1,016
1,144
1,106
FY24
FY25
FY26
FY26 Budget
1st Qtr
2nd Qtr
3rd Qtr
4th Qtr

Chittenden Solid Waste District

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#3.3

TO: Board of Commissioners

FROM: Sarah Reeves

DATE: July 23, 2026

RE: Executive Director Update

June 16- PRESENT

- **PERSONNEL**
    - Beth Parent, Communications and Marketing Manager, resigned her position effective July 3.
    - Alise Certa, Marketing Specialist, resigned her position effective July 8.
    - Kat Moody, Community Outreach Coordinator, will transition to Communications and Marketing Coordinator, effective mid-September. Kat has been responsible for most of CSWD's social media activities, including the Digest and contributing to blog posts, for the last three years. She will complete her events-related outreach currently scheduled through mid-September and will assist with training a new Community Outreach Coordinator. We will begin the search in August.

      We are not likely to rehire the manageTextt specialist position at this time.

- **NEW MATERIALS RECYCLING FACILITY PROJECT**:
    - Our recycling equipment provider, BHS, has scheduled equipment transportation and hired the installation team for our project. They are currently slated to begin installation on August 10.

- **FY2025 AUDIT**
    - The audit is currently in quality control with the audit firm, and is expected to be completed by the end of July.

- **EXECUTIVE BOARD**
    - Please note that for FY27 the Executive Board will meet on the third Monday of the month at **4:00pm**. All Commissioners are welcome to attend, as are the public.

- **QUESTIONS RECEIVED FROM COMMISSIONERS**
    - None received not related to general committee work

August 2026

- TBD: Finance Committee meeting, 5:30PM
- August 17: Executive Board meeting, 4:00PM
- August 26: Board Meeting, 6:00PM