

**NOTE: These minutes are subject to review and modification by the ACSWMD Board of Supervisors at its next Board meeting.**

**ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT**  
**Minutes of Board of Supervisors Meeting No. 345**  
**Thursday, April 10, 2025, 7:00 PM**  
**Office Conference Room, 1223 Route 7 South, Middlebury, VT 05753**  
**And Virtual Meeting on Zoom**

**1. CALL TO ORDER** – The Board of Supervisors (BOS) meeting was called to order by Cheryl Brinkman, Chair at 7:00 p.m. on April 10, 2025. Present:

Town	Vote	Supervisor/Alternate	Town	Vote	Supervisor/Alternate
Addison	1	Bill Munoff (Zoom)	Orwell	1	Wayne Hall
Bridport	1		Panton	1	Paul Sokal (Zoom)
Bristol	2		Ripton	1	Jay Harrington/Steve Zwickly (Zoom)
Cornwall	1	Jean Raymond (Zoom)	Salisbury	1	Christine Turner
Ferrisburgh	2	David Olson (Zoom)	Shoreham	1	
Goshen	1	Annina Seiler (Zoom)	Starksboro	1	Susan Jeffries (Zoom)
Leicester	1	Richard Reed (Zoom)	Vergennes	2	Cheryl Brinkman
Lincoln	1	Bill Finger (Zoom)	Waltham	1	Rhonda Williams (Zoom)
Middlebury	4	Richard McKerr	Weybridge	1	Tim Wickland (Zoom)
Monkton	1	Deborah Gaynor (Zoom)	Whiting	1	Eric Zeusse (Zoom)
New Haven	1	Patrick Palmer			
Staff:	Don Maglienti (DM), District Manager; Ben Eglash (BE), Program Manager; Drew Pettis (DP), Business Manager; Emily Johnston (EJ), Public Outreach Coord; Shelly Edson (SE), Admin. Assistant.		Guests:	Lyle Webb, Joel Tickner, Shane Mullen	

**2. APPROVE THE AGENDA –**

C. Brinkman suggested an edit to the agenda.

**Motion #1: R. Reed moved to approve the agenda as edited. C. Turner seconded the motion.**

**VOTE on Motion #1: Yes – 20 (Addison, Ferrisburgh (2), Goshen, Leicester, Lincoln, Middlebury (4), Monkton, New Haven, Panton, Ripton, Salisbury, Starksboro, Vergennes (2), Weybridge, Whiting) No – 0. Abstain – 1 (Orwell).**

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

**4. MEMBER COMMUNICATIONS** – W. Hall provided an update on Green-Up Day preparations for the Town of Orwell.

**5. APPROVE MINUTES FROM MEETING NO. 344 -**

**Motion #2: T. Wickland moved to approve the minutes of meeting #344. BF seconded the motion.**

DM and T. Wickland suggested corrections to the minutes from meeting #344.

**VOTE on Motion #2 with corrections: Yes – 16 (Addison, Cornwall, Goshen, Leicester, Middlebury (4), Monkton, Panton, Ripton, Starksboro, Vergennes (2), Weybridge, Whiting) No – 0. Abstain – 6 (Ferrisburgh (2), Lincoln, New Haven, Orwell, Salisbury).**

1 **6. Nominations and Election of Officers, Executive Board Members for 2025-2026. Appointment of**  
2 **Treasurer & Clerk**

3  
4 **Motion #3: T. Wickland moved to approve the slate of Officers (Chair & Vice Chair) via a voice**  
5 **vote. D. Olson seconded the motion.**

6 **VOTE on Motion #3: Yes – 23 (Addison, Cornwall, Ferrisburgh (2), Goshen, Leicester,**  
7 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Starksboro,**  
8 **Vergennes (2), Waltham, Weybridge, Whiting) No – 0. Abstain – 0.**  
9

10 **Motion #4: J. Raymond moved to approve the slate of Executive Board Members via a voice vote.**  
11 **B. Munoff seconded the motion.**

12 **VOTE on Motion #4: Yes – 23 (Addison, Cornwall, Ferrisburgh (2), Goshen, Leicester,**  
13 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Starksboro,**  
14 **Vergennes (2), Waltham, Weybridge, Whiting) No – 0. Abstain – 0.**  
15

16 **Motion #5: E. Zuesse moved to approve the appointment of Don Maglienti as District Treasurer**  
17 **and Shelly Edson as District Clerk via voice vote. B. Munoff seconded the motion.**

18 **VOTE on Motion #5: Yes – 22 (Addison, Cornwall, Ferrisburgh (2), Goshen, Leicester,**  
19 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Starksboro,**  
20 **Vergennes (2), Weybridge, Whiting) No – 0. Abstain – 0.**  
21

22 **7. Board Member Roles, Conflict of Interest & Ethical Conduct Policy; Introduction by Chair – C.**  
23 Brinkman reviewed Board member roles, conduct, and possible conflicts of interest. C. Brinkman then  
24 reviewed details about establishing a quorum, District Charter, policies, and ordinances.  
25

26 **8. NEW BUSINESS –**  
27

28 **Presentation by Shane Mullen, P. E., Weston & Sampson Engineers, Inc. re: Phase 2 and Phase 3**  
29 **Design & Permitting, New Haven Regional Residential Transfer Station – S. Mullen updated the Board**  
30 **on the status of the New Haven site, future development plans, and the expected timeline for permitting.**  
31 **The facility is currently being operated by JR and Sons Rubbish/Recycling on Fridays from 7 a.m. to 2**  
32 **p.m. and Saturdays from 7 a.m. to 12:00 p.m. for residential trash, recycling, and food waste.**  
33

34 **9. FINANCIAL REPORTS –**

35 **a. February 2025 Financial Report – DP presented the February 2025 financials showing a net loss of**  
36 **(\$50,760) for the month, with a YTD2025 net loss of (\$101,006) in the General Fund. The February**  
37 **2025 MSW & C&D tonnage of 1,447 was 250 tons less than February 2024, and YTD2025's 3,217**  
38 **tons were 223 tons less than YTD2024. The 2,346 transactions in February 2025 were 511 less than**  
39 **February 2024, and YTD2025's transactions were 312 less than YTD2024. The February 2025 single**  
40 **stream recyclables total of 313 tons received were 6 tons more than February 2024, and YTD2025's**  
41 **671 tons were 9 tons more than YTD2024. In February 2025, 20 tons of tires were hauled, and**  
42 **YTD2025's 55 tons were 6 tons less than YTD2024. In February 2025, 0 tons of food waste were**  
43 **hauled to VNAP, and YTD2025's 7.66 tons hauled were 1.67 tons less than YTD2024.**  
44

45 **b. February 2025 Single Stream Recycling Report – In February 2025, the Transfer Station delivered**  
46 **273.03 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD) Materials**  
47 **Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$34,023, with revenues**  
48 **of \$40,079, for a pre-OH gross profit of \$6,056, and a YTD2025 pre-OH gross profit of \$6,943.**  
49

50 **c. Municipal Diversion Grant Applications – None received.**

51 **d. School Diversion Grant Applications – None received.**  
52  
53

1 **10. NEW BUSINESS (continued) –**

2  
3 **a. Proposed Meeting Schedule and Location, 2025-2026** – C. Brinkman reviewed the proposed meeting  
4 schedule for 2025-2026.

5 **Motion #6: B. Finger moved to approve the meeting schedule for 2025-2026. R. Williams seconded**  
6 **the motion.**

7 **VOTE on Motion #6: Yes – 23 (Addison, Cornwall, Ferrisburgh (2), Goshen, Leicester,**  
8 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Starksboro,**  
9 **Vergennes (2), Waltham, Weybridge, Whiting) No – 0. Abstain – 0.**

10  
11 **b. District Legal Representation, 2025-2026** – DM reviewed the list of proposed legal counsel for 2025-  
12 2026.

13 **Motion #7: T. Wickland moved to approve the list of proposed legal counsel. D. Olson seconded the**  
14 **motion.**

15 **VOTE on Motion #7: Yes – 23 (Addison, Cornwall, Ferrisburgh (2), Goshen, Leicester,**  
16 **Lincoln, Middlebury (4), Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Starksboro,**  
17 **Vergennes (2), Waltham, Weybridge, Whiting) No – 0. Abstain – 0.**

18  
19 **11. DISTRICT MANAGER REPORT** – DM mentioned the availability of tours for new or existing board  
20 members and provided updates on pending legislation for Extended Producer Responsibility (EPR), funding of  
21 agricultural pesticide disposal, recent emergency repairs at the Middlebury Transfer Station, staff safety  
22 trainings, and solid waste planning activities.

23  
24 **12. PROGRAMS REPORT** – EJ mentioned that staff is rewriting our Solid Waste Implementation Plan  
25 (SWIP) due July 1, 2025. EJ described the outreach activities that are part of the SWIP Report due each  
26 year and described outreach visits. She discussed several District outreach initiatives, including the  
27 following: access to District information; fulfilling the requirements for the 2026 SWIP Report, completion  
28 of requirements for the 2025 SWIP Report; recent visits to area schools; and upcoming outreach in April  
29 including tours, school visits, and business connections. Sarah Bialas, ECO AmeriCorps member, presented  
30 a recap of the Repair Fair, which was organized by the District on April 5th at the American Legion in  
31 Middlebury. A. Seiler requested that staff review the current District grant program eligibility requirements  
32 for municipalities and schools to determine if the scope can be expanded to include additional project types.

33  
34 **13. EXECUTIVE SESSION** – N/A.

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36 **14. OTHER BUSINESS** – C. Brinkman discussed the potential for forming Board committees, including a  
37 policy committee and a residential transfer station development committee and advised the Board to  
38 contact her or DM if they are interested in participating.

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40 **15. ADJOURN –**

41 **Motion #8: B. Munoff moved to adjourn the meeting at 8:40 p.m. J. Raymond seconded the motion.**

42 **VOTE on Motion #8: Yes – 20 (Addison, Cornwall, Ferrisburgh, Leicester, Lincoln,**  
43 **Middlebury, Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Starksboro, Vergennes,**  
44 **Weybridge) No – 0. Abstain – 0.**

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46 *I agree that this is an original of the April 10, 2025 minutes that were considered and approved by the BOS at*  
47 *its meeting of \_\_\_\_\_.*

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*Shelly Edson, District Clerk*