

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. 351
 Thursday, April 9, 2026, 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 9, 2026. Present:

Town	Vote	Supervisor/Alternate	Town	Vote	Supervisor/Alternate
<i>Addison</i>	1		<i>Orwell</i>	1	Wayne Hall
<i>Bridport</i>	1	Edward Payne	<i>Panton</i>	1	Paul Sokal
<i>Bristol</i>	2		<i>Ripton</i>	1	Lyle Webb
<i>Cornwall</i>	1	Jean Raymond	<i>Salisbury</i>	1	Christine Turner
<i>Ferrisburgh</i>	2	David Olson	<i>Shoreham</i>	1	
<i>Goshen</i>	1	David Sabatini	<i>Starksboro</i>	1	Susan Jefferies
<i>Leicester</i>	1		<i>Vergennes</i>	2	Cheryl Brinkman
<i>Lincoln</i>	1		<i>Waltham</i>	1	Rhonda Williams
<i>Middlebury</i>	4	Dianne Mott/Richard McKerr	<i>Weybridge</i>	1	Tim Wickland
<i>Monkton</i>	1	Deborah Gaynor	<i>Whiting</i>	1	Garrett Law
<i>New Haven</i>	1				
<i>Staff Present:</i> Don Maglienti (DM), District Manager; Ben Eglash (BE), Program Manager; Drew Pettis (DP), Business Manager; Emily Johnston (EJ), Public Outreach Coordinator; Shelly Edson (SE), District Clerk					
<i>Guests:</i>					

2. APPROVE THE AGENDA

Motion #1: D. Mott moved to approve the agenda. C. Turner seconded the motion.

VOTE on Motion #1: Yes – 18 (Cornwall, Ferrisburgh (2), Goshen, Middlebury (4), Monkton, Orwell, Panton, Ripton, Salisbury, Starksboro, Vergennes (2), Weybridge, Whiting) No – 0. Abstain – 0

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

4. MEMBER COMMUNICATIONS – W. Hall discussed Green-Up Day efforts in Orwell and inquired about activities in other towns. C. Turner discussed planned activities in Salisbury.

5. APPROVE MINUTES FROM MEETING NO. 350

Motion #2: C. Turner moved to approve the minutes of meeting #350. T. Wickland seconded the motion.

VOTE on Motion #2: Yes – 19 (Cornwall, Ferrisburgh (2), Goshen, Middlebury (4), Monkton, Orwell, Panton, Ripton, Salisbury, Starksboro, Vergennes (2), Waltham, Weybridge, Whiting) No – 0. Abstain – 0

6. NOMINATIONS AND ELECTION OF OFFICERS, EXECUTIVE BOARD MEMBERS FOR 2026-2027. APPOINTMENT OF TREASURER & CLERK – C. Brinkman, Board Nominating Committee, reviewed the proposed slate of officers for the year beginning April 9, 2026, which included Cheryl Brinkman as Chair and Timothy Wickland as Vice Chair. The proposed Executive Board members

1 were Cheryl Brinkman, Timothy Wickland, David Olson, Rhonda Williams, Diane Mott, William Munoff,
2 and Deborah Gaynor. The slate included Don Maglienti as Treasurer and Shelly Edson as District Clerk.

3 **Motion #3: P. Sokal moved to approve slate of officers for 2026-2027. R. Williams seconded the**
4 **motion.**

5 **VOTE on Motion #3: Yes – 19 (Cornwall, Ferrisburgh (2), Goshen, Middlebury (4), Monkton,**
6 **Orwell, Panton, Ripton, Salisbury, Starksboro, Vergennes (2), Waltham, Weybridge, Whiting)**
7 **No – 0. Abstain – 0**

8
9 **7. BOARD MEMBER ROLES, CONFLICT OF INTEREST & ETHICAL CONDUCT POLICY;**
10 **INTRODUCTION BY CHAIR.** – C. Brinkman reviewed Board member roles, conduct, and possible
11 conflicts of interest. She then reviewed details about establishing a quorum, District Charter, policies, and
12 ordinances.

13
14 **8. FINANCIAL REPORTS –**

- 15 **a. February 2026 Financial Report** – DP presented the February 2026 financials showing a net loss
16 of \$20,139 for the month, with a YTD2026 net loss of (\$29,631) in the General Fund. The February
17 2026 MSW & C&D tonnage of 1,495 was 45 tons more than February 2025, and YTD2026’s 3,162
18 tons were 55 tons less than YTD2025. The total of 2,044 transactions in February 2026 was 186 less
19 than February 2025, and YTD2026’s 4,690 transactions were 498 less than YTD2025. In February
20 2026, 19 tons of tires were hauled, and YTD2026’s 41 tons were 14 tons less than YTD2025. In
21 February 2026, 0 tons of food waste were hauled to CSWD’s Green Mt. Compost, and YTD2026’s
22 7.97 tons hauled were 0.31 tons more than YTD2025. Board members discussed the inclusion of
23 participation and tonnage totals from the District’s Regional Residential Drop-Off in New Haven
24 within the financial reports, at least on a quarterly basis.
- 25
- 26 **b. February 2026 Single Stream Recycling Report** – DP reported that the February 2026 single stream
27 recyclables total of 279 tons received was 34 tons less than February 2025, and YTD2026’s 627 tons
28 were 44 tons less than YTD2025. In February 2026, the Transfer Station delivered 280 tons of single
29 stream recyclables to the Chittenden Solid Waste District (CSWD) Materials Recycling Facility
30 (MRF) in Williston. Costs for hauling and recycling were \$34,187, with revenues of \$38,127, for a
31 pre-OH gross profit of \$3,940 for the month, and a YTD2026 pre-OH gross profit of \$11,131.
- 32
- 33 **c. 2025 Financial Statement Audit** – DP mentioned that this year’s audit is currently in process. Field
34 testing has been completed, and seems to have gone well. The timeline for draft statements and a
35 presentation to the Board is TBD.

36
37 **9. POLICY COMMITTEE REPORT AND APPROVAL OF PROPOSED DRAFT POLICIES –**

- 38 **a. Draft Executive Board Policy** – C. Brinkman, Board Policy Committee, reviewed the proposed
39 changes to the Executive Board Policy. T. Wickland recommended further edits to Section III (B) to
40 remove redundant language under bullets 2, 4, 5, and 5(b). The Board discussed deleting bullet 4,
41 consolidating bullets 2 and 5, and adding clarifying language to bullet 5(b).

42 **Motion #4: C. Turner moved to approve the Draft Executive Board Policy, with the**
43 **recommended edits to Section III (B) as discussed. W. Hall seconded the motion.**

44 **VOTE on Motion #4: Yes – 19 (Cornwall, Ferrisburgh (2), Goshen, Middlebury (4),**
45 **Monkton, Orwell, Panton, Ripton, Salisbury, Starksboro, Vergennes (2), Waltham,**
46 **Weybridge, Whiting) No – 0. Abstain – 0**

- 47 **b. Draft Purchasing Policy** – C. Brinkman reviewed the proposed changes to the Purchasing Policy.
48 D. Olson recommended changing the term “Discretionary” in Section II (F)(1) to better reflect the
49 nature of purchases that fall below the \$15,000 spending threshold. After a discussion, the Board
50 agreed to replace the term with “General.” DM suggested reformatting Section III (A) so that bullets
51 1-4 are separated from bullets 5-8, since the Invitation to Bid only includes the first four bullets.

52 **Motion #5: D. Olson moved to approve the Draft Purchasing Policy with the recommended**
53 **edits to Sections II and III as discussed. J. Raymond seconded the motion.**

1 **VOTE on Motion #5: Yes – 19 (Cornwall, Ferrisburgh (2), Goshen, Middlebury (4),**
2 **Monkton, Orwell, Panton, Ripton, Salisbury, Starksboro, Vergennes (2), Waltham,**
3 **Weybridge, Whiting) No – 0. Abstain – 0**
4

5 **10. NEW BUSINESS**

- 6 a. **Proposed Meeting Schedule and Location, 2026-2027** – DM outlined the Proposed Meeting
7 Schedule for 2026-2027.

8 **Motion #6: T. Wickland moved to approve the Proposed 2026-2027 Meeting Schedule. C.**
9 **Turner seconded the motion.**

10 **VOTE on Motion #6: Yes – 19 (Cornwall, Ferrisburgh (2), Goshen, Middlebury (4),**
11 **Monkton, Orwell, Panton, Ripton, Salisbury, Starksboro, Vergennes (2), Waltham,**
12 **Weybridge, Whiting) No – 0. Abstain – 0**
13

- 14 b. **District Legal Representation, 2026-2027** – DM summarized the Proposed Legal Counsel for 2026-
15 2027.

16 **Motion #7: D. Mott moved to approve the 2026-2027 Proposed Legal Counsel. T. Wickland**
17 **seconded the motion.**

18 **VOTE on Motion #7: Yes – 19 (Cornwall, Ferrisburgh (2), Goshen, Middlebury (4),**
19 **Monkton, Orwell, Panton, Ripton, Salisbury, Starksboro, Vergennes (2), Waltham,**
20 **Weybridge, Whiting) No – 0. Abstain – 0**
21

- 22 c. **New Haven Regional Residential Transfer Station and HHW Building Update** – DM reported
23 that activity at the District Regional Residential Drop-off has been steady with an average of 40
24 customers per week. The design and permitting efforts for the new hazardous waste building are still
25 moving forward. The wastewater and stormwater permits are almost finished, and the Act 250 permit
26 application has been submitted. DM will be working on the full facility certification application next
27 and will continue to look for funding sources for this project. Staff recently completed an annual
28 “needs assessment,” which the Agency of Natural Resources sends to all solid waste management
29 entities, and identified funding for hazardous waste as our primary need. E. Payne expressed concerns
30 about the total project cost and whether it is necessary.
31

- 32 **11. DISTRICT MANAGER REPORT** – DM reported that the Town of Lincoln recycling drop-off
33 certification has been issued, and that they have resumed full operations. He also mentioned that the
34 Agency of Natural Resources (ANR) Franchise Fee Reviewer position has been filled by the General
35 Manager of the Central Vermont Solid Waste Management District.
36

- 37 **12. PROGRAMS REPORT** – EJ reported that the District’s Repair Fair was held on March 28th at the
38 American Legion in Middlebury and was one of the most successful yet, with 113 registrants and 36
39 volunteer fixers. She recently hosted a group of MUHS students for a tour of the District Transfer Station
40 and is hosting another group of students from Mary Hogan Elementary tomorrow. She recently visited
41 Salisbury Community School to talk about recycling and Green Up Day and spoke to a group at Elderly
42 Services about the Repair Fair. She attended the first Reuse Vermont Conference today, which is a
43 networking event for repair and reuse activity in Vermont. BE reported that he attended a household
44 hazardous waste operator training session today with two other District staff. BE also reported that we
45 have received around \$10,000 of the approved \$14,600 pesticide disposal grant from the Vermont Agency
46 of Agriculture, and that a large shipment of hazardous waste was sent out yesterday. He mentioned that
47 after negotiations with Shred-Ex, staff plan to continue sending books to them for recycling. He stated that
48 we have sent 380 mattresses for recycling so far this year, and that staff are meeting with Vanguard
49 Renewables in Salisbury to discuss the possibility of sending the District’s food scraps to their digester as
50 an alternative to using Green Mountain Compost in Williston.
51

- 52 **13. EXECUTIVE SESSION** – Not needed.
53

1 14. OTHER BUSINESS – No other business was discussed.

2
3 15. ADJOURN –

4 Motion #8: C. Turner moved to adjourn the meeting at 8:24 pm. D. Mott seconded the motion.

5 VOTE on Motion #8: Yes – 20 (Bridport, Cornwall, Ferrisburgh (2), Goshen, Middlebury (4),
6 Monkton, Orwell, Panton, Ripton, Salisbury, Starksboro, Vergennes (2), Waltham, Weybridge,
7 Whiting) No – 0. Abstain – 0

8
9 I agree that this is an original of the April 9, 2026 minutes that were considered and approved by the
10 BOS at its meeting of _____.

11
12
13
14 _____
15 Shelly Edson, District Clerk