

**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. 349  
and Public Hearing on CY2026 Budget  
Thursday, November 20, 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 November 20, 2025. Present:

<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>	<b>Town</b>	<b>Vote</b>	<b>Supervisor/Alternate</b>
<i>Addison</i>	1	Bill Munoff	<i>Orwell</i>	1	Wayne Hall
<i>Bridport</i>	1		<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		<i>Starksboro</i>	1	
<i>Leicester</i>	1	Diane Benware	<i>Vergennes</i>	2	Cheryl Brinkman
<i>Lincoln</i>	1	Bill Finger	<i>Waltham</i>	1	Rhonda Williams
<i>Middlebury</i>	4	Diane Mott, Richard McKerr	<i>Weybridge</i>	1	Tim Wickland
<i>Monkton</i>	1		<i>Whiting</i>	1	Caroline Schmidt
<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 Coord.; Shelly Edson (SE), District Clerk/Admin. Assistant			<i>Guests:</i> Garrett Law		

**2. APPROVE THE AGENDA –**

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

**VOTE on Motion #1: Yes – 17 (Addison, Cornwall, Ferrisburgh (2), Lincoln, Middlebury (4), Orwell, Panton, Ripton, Salisbury, Vergennes (2), Waltham, Weybridge) No – 0. Abstain – 0**

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

**4. MEMBER COMMUNICATIONS** – No member communications were received.

**5. APPROVE MINUTES FROM MEETING NO. 348**

**Motion #2: P. Sokal moved to approve the minutes of meeting #348. D. Mott seconded the motion.**

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

**6. FINANCIAL REPORTS –**

- a. **September 2025 Financial Report** – DP presented the September 2025 financials showing a net gain of \$28,217 for the month, with a YTD2025 net gain of \$17,929 in the General Fund. The September 2025 MSW & C&D tonnage of 2,287 tons was 58 tons more than September 2024, and

- YTD2025's 19,184 tons were 139 tons less than YTD2024. The 4,340 transactions in September 2025 were 49 more than September 2024, while YTD2025's 35,365 transactions were 40 more than YTD2024. In September 2025, 34 tons of tires were hauled, and YTD2025's 348 tons were 87 tons more than YTD2024. In September 2025, 10.79 tons of food waste were hauled to VNAP, and YTD2025's 42.72 tons hauled were 9.96 tons more than YTD2024.
- b. **September 2025 Single Stream Recycling Report** – The September 2025 single stream recyclables total of 322 tons received were 4 tons more than September 2024, while YTD2025's 2,992 tons were 82 tons less than YTD2024. In September 2025, the Transfer Station delivered 328 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD) Materials Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$38,999, with revenues of \$41,786, for a pre-OH gross profit of \$2,787 for the month, and a YTD2025 pre-OH gross profit of \$29,643.
7. **7:10 PM: Public Hearing on Draft 2026 ACSWMD Annual Budget, and Vote to Adopt CY2026 Annual Budget** – No public comments were received on the Draft CY2026 Annual Budget.
- Motion #3: B. Munoff moved to adopt the CY2026 Annual Budget. P. Sokal seconded the motion.**
- VOTE on Motion #3: Yes – 19 (Addison, Cornwall, Ferrisburgh (2), Leicester, Lincoln, Middlebury (4), Orwell, Panton, Ripton, Salisbury, Vergennes (2), Waltham, Weybridge, Whiting) No – 0. Abstain – 0**
8. **NEW BUSINESS**
- a. **Extension of Police Service Contract with Addison County Sheriff's Dept for CY2026** – DM reviewed the status of the current contract with the Sheriff's Dept. for the investigation of illegal burning or dumping complaints within member towns. This year there were slightly more than a dozen complaints investigated, with most of them concerning illegal dumping. The contract limit of \$5,000 has not been exceeded for the past several years. The contract extension retains the \$5,000 limit, increases the investigating officers' hourly wage rate to \$55, and retains the mileage reimbursement at the standard federal rate.
- Motion #4: T. Wickland moved to extend the Police Service Contract with Addison County Sheriff's Department for CY2026. B. Munoff seconded the motion.**
- VOTE on Motion #4: Yes – 19 (Addison, Cornwall, Ferrisburgh (2), Leicester, Lincoln, Middlebury (4), Orwell, Panton, Ripton, Salisbury, Vergennes (2), Waltham, Weybridge, Whiting) No – 0. Abstain – 0**
- b. **Update on New Haven Regional Residential Transfer Station** – SE reported that participation at the New Haven drop-off continues to average between 20-30 customers each week, with many repeat customers. Roughly 600-800 pounds of trash and 500 pounds of recycling are collected each week, with small amounts food scraps and yard waste. Both SE and Bryson work well together and find the work rewarding. The facility will be open on the Friday after Thanksgiving.
- c. **Formation of Board Committee to Review and Develop District Policies** - CB discussed the need for a review of District policies, many of which were last revised ten years ago when a small committee of the Board was tasked with that responsibility. CB suggested that any Board members interested in serving on such a committee should inform either Cheryl or Don Maglienti within the next couple of months, with anticipated committee activity beginning in January.
- Motion #5: T. Wickland moved to form a board committee to review and develop recommendations to the Executive Board for District policies. B. Munoff seconded the motion.**
- VOTE on Motion #5: Yes – 19 (Addison, Cornwall, Ferrisburgh (2), Leicester, Lincoln, Middlebury (4), Orwell, Panton, Ripton, Salisbury, Vergennes (2), Waltham, Weybridge, Whiting) No – 0. Abstain – 0**

1 **9. DISTRICT MANAGER REPORT** – DM mentioned that staff is conducting its annual in-house safety  
2 trainings next month, including bloodborne pathogens, HAZCOM, and fire extinguisher use. The 2025  
3 Condensed Annual Report will soon be sent out to all member town clerk offices, along with the 2026 Adopted  
4 Rate Sheet. DM recently submitted some suggested edits to the solid waste sections of the Addison County  
5 Regional Planning Commission's latest Draft Regional Plan. DM continues to meet with other solid waste  
6 districts and VT DEC representatives to develop a cost reimbursement model for HHW Extended Producer  
7 Responsibility. The District hauler license renewal applications will be sent out prior to December 1, and the  
8 approved new Transfer Station rates for 2026 will be advertised in the local paper 30 days prior to  
9 implementation on January 1.

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11 **10. PROGRAMS REPORT** – BE discussed on ongoing waste sort of “covered” electronic waste that staff are  
12 conducting over the next month. This is the third annual sort of this type that the District has conducted and  
13 will provide data on the composition of Vermont’s covered electronic waste to the National Center for  
14 Electronics Recycling (NCER). NCER will compensate the District for the labor required to conduct the  
15 sort. The most recent load of food scraps was delivered to Green Mountain Compost earlier this week and  
16 was received with no concerns. Staff are preparing for the transition to a new household battery shipping  
17 method provided by Call2Recycle. Referred to as the “One Drum” system, it is expected to reduce costs for  
18 both supplies and labor to ship most household batteries. BE has submitted the first grant payment request  
19 of roughly \$6,000 for the Agency of Agriculture’s pesticide grant reimbursement program and is working  
20 with their recently released online portal. BE participated in a recent VLCT PACIF Safety Audit at the  
21 Transfer Station and will work with staff and the VLCT loss control consultant to address any  
22 recommendations.

23  
24 EJ mentioned that the District's latest edition of News to Reuse was sent to the post office. Additionally, the  
25 2025 Annual Report was sent out to our member towns and board members. She announced that the District  
26 has completed its business outreach requirement for 2025 and that the District has fully completed all SWIP  
27 requirements for this year. EJ was asked to join the Northeast Recycling Council’s textile recycling  
28 committee. She taught "Dealing With Left Behind Property Waste" with the CSWD and NWSWD,  
29 partnering with the Northwest Vermont Realtors' Association to host this class for the second time this year.  
30 Thirty-five realtors attended this continuing education course. The District is in the early stages of planning  
31 its next Repair Fair, to occur sometime in the spring of 2026.

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33 **11. EXECUTIVE SESSION** – None needed

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35 **12. OTHER BUSINESS** – No other business was discussed.

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37 **13. ADJOURN** –

38 **Motion #6: B. Munoff moved to adjourn the meeting at 7:51 pm. B. Finger seconded the motion.**

39 **VOTE on Motion #6: Yes – 19 (Addison, Cornwall, Ferrisburgh (2), Leicester, Lincoln,**  
40 **Middlebury (4), Orwell, Pantton, Ripton, Salisbury, Vergennes (2), Waltham, Weybridge,**  
41 **Whiting) No – 0. Abstain – 0**

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43 *I agree that this is an original of the November 20, 2025 minutes that were considered and approved by the*

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45 *BOS at its meeting of \_\_\_\_\_.*

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*Shelly Edson, District Clerk*