

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**

October 8, 2025, 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 4:34 PM. E.Bd members on Zoom: Tim Wickland (TW) and Rhonda Williams (RW). Other Board Members present: Diane Mott (DM). Staff present: Don Maglienti (Maglienti), District Mgr.; Drew Pettis (DP), Business Mgr.; and Shelly Edson (SE), District Clerk.

2. APPROVE THE AGENDA

Motion #1: TW moved to approve the agenda with the removal of the word “Retreat” from Item 10. RW seconded the motion.

VOTE: Yes – 4 (CB, TW, DM, RW). No – 0. Abstain – 0.

3. APPROVE MINUTES OF SEPTEMBER 10, 2025 MEETING

Motion #2: TW moved to approve the minutes of September 10, 2025 with a typo correction on Page 1, line 35. RW seconded the motion.

VOTE: Yes – 4 (CB, TW, DM, RW). No – 0. Abstain – 0.

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

5. MANAGER REPORTS

- a. Personnel** – Maglienti mentioned that staff have been interviewing candidates for the Transfer Station Operator II position in the past couple of weeks and that he has made an offer to one candidate. Staff also applied to host a federal work-study position with Middlebury College and are awaiting student applications.
- b. Health & Safety** – Maglienti reported that staff experienced a fire in a trash trailer within the tipping building on the morning of September 27. The Middlebury Fire Department responded and there were no injuries or damages to the building or equipment. The cause of the fire was unknown although staff suspects that it may have been due to an improperly disposed lithium battery. Staff will evaluate methods to improve the response and handling of similar emergencies. Staff also continues to look for methods to mitigate potential slip hazards within the “Drop Zone” building at the Transfer Station.
- c. General and Legislative Updates** – Maglienti outlined recent meetings with representatives from Paint Care as they plan for the expansion of Vermont’s Paint Product Stewardship Program. Staff are assisting them with an onsite hazardous waste sort at the Transfer Station on October 22. Staff also continue to work with several other solid waste districts to develop a reimbursement model for the Vermont household hazardous waste extended producer responsibility law. Maglienti offered assistance to the Town of Lincoln after they received a violation letter from the Agency of Natural Resources (ANR) for activities at their recycling drop-off. The clean wood pile at the Transfer Station was processed into mulch on October 8 by a new contractor and staff will soon advertise the much product. Staff attended a few of the ongoing meetings organized by ANR about future waste disposal capacity in Vermont. Staff are also busy preparing the fall/winter newsletter as well as the 2025 Annual Report to member towns.

6. FINANCIAL REPORTS –

- a. August 2025 Financial Report** – DP presented the August 2025 financials showing a net gain of \$79,620 for the month, with a YTD2025 net loss of (\$10,288) in the General Fund. The August 2025 MSW & C&D tonnage of 2,419 tons was 202 tons less than August 2024, and YTD2025’s 16,898 tons were 195 tons less than YTD2024. The 4,567 transactions in August 2025 were 77

- less than August 2024, while YTD2025's 31,025 transactions were 9 less than YTD2024. The August 2025 single stream recyclables total of 317 tons received were 56 tons less than August 2024, while YTD2025's 2,670 tons were 85 tons less than YTD2024. In August 2025, 39 tons of tires were hauled, and YTD2025's 314 tons were 93 tons more than YTD2024. In August 2025, 0 tons of food waste were hauled to VNAP, and YTD2025's 31.93 tons hauled were 0.83 tons less than YTD2024.
- b. August 2025 Single Stream Recycling Report** – In August 2025, the Transfer Station delivered 319.45 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD) Materials Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$37,751, with revenues of \$42,052, for a pre-OH gross profit of \$4,301 for the month, and a YTD2025 pre-OH gross profit of \$26,856.
 - c. Municipal Diversion Grant Applications** – None received.
 - d. School Diversion Grant Applications** – None received.
- 7. 4:45 PM – Public Hearing on Draft 2025 Solid Waste Implementation Plan (SWIP)** – The Chair opened the Public Hearing on the Draft 2025 Solid Waste Implementation Plan at 4:45 PM. No additional members of the public were present and there were no suggested changes or comments on the Draft SWIP. Maglienti outlined the timeline for final SWIP approval and mentioned that the Board of Supervisors will need to vote this month to approve the final Draft. The Chair closed the Public Hearing at 4:49 PM.
- 8. NEW BUSINESS -**
- a. Extension of Recycling Contract with CSWD for CY2026** – Maglienti mentioned that the Chittenden Solid Waste District (CSWD) is willing to extend the original contract dated December 1, 2023 for a second time, with the new extension ending on December 31, 2026. This extension maintains the current tip fee for commingled recyclables of \$90 per ton.
Motion #3: TW moved to recommend to the BOS to extend the recycling contract with CSWD. DM seconded the motion.
VOTE: Yes – 4 (CB, TW, DM, RW). No – 0. Abstain – 0.
 - b. Extension of Transport Agreement with LaPete for CY2026** – Maglienti mentioned that Lapete Construction and Trucking, LLC is willing to extend the original contract dated December 9, 2023 for a second time with an increase in the transport fee of \$20 per load, bringing the total hauling fee to \$470 per load. The new contract term would end on December 31, 2026.
Motion #4: RW moved to recommend to the BOS to extend the transport agreement with LaPete Construction and Trucking, LLC. TW seconded the motion.
VOTE: Yes – 4 (CB, TW, DM, RW). No – 0. Abstain – 0.
 - c. Update on New Haven Regional Residential Transfer Station** – Maglienti said that ACSWMD staff are now managing the New Haven Residential drop-off on Fridays from 8am-12pm. Staff spent a total of \$19,714 on the purchase of two new dump trailers for the collection of trash and recycling. SE reported that on Friday, October 3rd staff collected materials from 30 customers, including approximately 500 lbs. of recycling and 640 lbs. of trash. Staff also handled four food waste and four yard waste transactions.
- 8. EXECUTIVE SESSION** – Not necessary.
- 9. AGENDA ITEMS FOR OCTOBER 16, 2025 BOARD OF SUPERVISORS MEETING** – Agenda items will include a vote to approve the Draft 2025 SWIP, votes to approve the contracts for hauling recyclables with LaPete and processing of recyclables by CSWD, and an update on operations at the New Haven Regional Residential Drop-off.
- 10. OTHER BUSINESS** – No other business was discussed.
- 11. APPROVAL OF PAYMENTS – Summary of Paid August 2025 Invoices**

111 **Motion #5: TW moved to accept the Chair’s approval of the August 2025 invoices. DM**
112 **seconded the motion.**

113 **VOTE: Yes – 4 (CB, TW, DM, RW). No – 0. Abstain – 0.**
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115 **12. ADJOURN**

116 **Motion #6: DM moved to adjourn the meeting at 5:11 p.m. RW seconded the motion.**

117 **VOTE: Yes – 4 (CB, TW, DM, RW). No – 0. Abstain – 0.**
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119 *I agree that this is an original of the October 8, 2025 minutes that were considered and approved by*
120 *the E.Bd at its meeting on _____.*
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Shelly Edson, District Clerk