

1 **NOTE: These minutes are subject to review and modification by the ACSWMD Executive**
2 **Board at its next regular meeting.**

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4 **ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT**
5 **EXECUTIVE BOARD MEETING MINUTES**
6 **February 11, 2026, 4:30 PM**
7 **Office Conference Room, 1223 Rt. 7 South, Middlebury, VT 05753**
8 **And Virtual Meeting on ZOOM**
9

10 **1. CALL TO ORDER** – Cheryl Brinkman (CB), Board of Supervisors (BOS) Chair, called the meeting
11 of the Executive Board (E.Bd) to order at 4:30 PM. E.Bd members on Zoom: Tim Wickland (TW), Bill
12 Munoff (BM), David Olson (DO), and Rhonda Williams (RW). Other Board Members present: Diane
13 Mott (DM) and Richard McKerr (RM). Staff present: Don Maglienti (Maglienti), District Mgr., Gary
14 Hobbs (GH), Facilities Mgr., Drew Pettis (DP), Business Mgr., and Shelly Edson (SE), District Clerk.
15

16 **2. APPROVE THE AGENDA**

17 **Motion #1: DO moved to approve the agenda. TW seconded the motion.**

18 **VOTE: Yes – 5 (BM, DO, DM, CB, TW). No – 0. Abstain – 0.**

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20 **3. APPROVE MINUTES OF JANUARY 7, 2026 MEETING**

21 **Motion #2: TW moved to approve the minutes of the January 7, 2026 meeting. DM**
22 **seconded the motion.**

23 **VOTE: Yes – 5 (BM, DO, DM, CB, TW). No – 0. Abstain – 0.**

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

26 **5. MANAGER REPORTS**

27 a. **Personnel** – Nothing to report.

28 b. **Health & Safety** – Maglienti reported that a potentially rabid skunk was handled at the
29 Middlebury Transfer Station today. Both backhoe stabilizer arms broke today, requiring the
30 temporary rental of a mini-excavator until repairs are made. Staff suspects a manufacturing defect
31 since the unit is still only 6 months old.

32 c. **General and Legislative Updates** – Maglienti reported on H.632, which contains an industry-led
33 provision that removes fire extinguishers from the requirement to be covered under Vermont's
34 Extended Producer Responsibility (EPR) law for Household Hazardous Waste. Solid Waste
35 Districts are generally not in favor of this proposed change since many Districts, including ours,
36 manage numerous extinguishers each year that would otherwise present a hazard in the trash due
37 to their pressurization. Maglienti said that H. 632 also contains a requirement that waste tires must
38 be transported by licensed haulers. He stated that H. 204, which is an EPR bill for waste tires, does
39 not seem likely to pass in this session. There is also a proposed revision to the Vermont Bottle Bill
40 that converts the law into an EPR system. The revision seeks to increase redemption rates by
41 requiring manufacturers to meet convenience standards for redemption sites.
42

43
44 **6. FINANCIAL REPORTS** –

45 a. **December 2025 Financial Report** – DP presented the December 2025 financials showing a net
46 gain of \$50,653 for the month, with a YTD2025 net gain of \$14,517 in the General Fund, for an
47 anticipated (unaudited) ending fund balance \$518,804. The December 2025 MSW & C&D
48 tonnage of 2,147 was 321 tons more than December 2024, and YTD2025's 25,797 tonnage was 85
49 tons more than YTD2024. The total of 2,757 transactions in December 2025 was 449 less than
50 December 2024, while the YTD2025 total of 46,431 transactions was 908 less than YTD2024. In
51 December 2025, 59 tons of tires were hauled, and the YTD2025 total of 505 tons was 106 tons
52 more than YTD2024. In December 2025, 0 tons of food waste were hauled to CSWD's Green Mt.
53 Compost, and the YTD2025 total of 52.76 tons hauled was 11.50 tons more than YTD2024.
54

55 b. **December 2025 Single Stream Recycling Report** – DP reported that the December 2025 single
56 stream recyclables total of 326 tons received was 32 tons less than December 2024, while
57 YTD2025's 3,962 tons were 168 tons less than YTD2024. In December 2025, the Transfer Station
58 delivered 322 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD)
59 Materials Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$38,921,
60 with revenues of \$42,953, for a pre-OH gross profit of \$4,032 for the month, and a YTD2025 pre-
61 OH gross profit of \$38,961.

62 c. **Update on FICA Tax Correction on ER Contributions for CY2023, 2024, and 2025** – DP
63 reported that the recommended course of action regarding a necessary FICA tax correction on ER
64 contributions to the District's Governmental 457(b) Deferred Compensation plan for CY2023,
65 2024, and 2025 has been resolved. Management worked with the District's former payroll
66 provider, Asure, to prepare amended Form 941s, Employer's Quarterly Federal Tax Returns.
67 Management also contacted the IRS to discuss the corrections; however, the IRS would not
68 provide any tax advice on the matter. Management received guidance from both VLCT and the
69 District's former auditors, RHR Smith. Per management's discussion with RHR Smith, should the
70 IRS assess any penalties and interest, RHR Smith is confident that the penalties can be appealed
71 and abated since the District is submitting a voluntary correction.

72 **7. NEW BUSINESS –**

73 a. **Sourcewell Price Quotes for Purchase of New Compact Wheel Loader** – GH presented price
74 quotes obtained from Volvo, Yanmar, John Deere, and Bobcat for the purchase of a new compact
75 wheel loader for use at the District Transfer Station in Middlebury. Staff recommended purchase of
76 the John Deere 244P from United Construction & Forestry. Staff and the Board discussed the quotes
77 and the purchase of extra tires.

78 **Motion #3: BM moved to recommend to the Board of Supervisors to approve the purchase
79 of the John Deere 244P loader from United Construction & Forestry. DM seconded the
80 motion.**

81 **VOTE: Yes – 6 (BM, DO, DM, CB, RW, TW). No – 0. Abstain – 0.**

82 b. **Price Quotes for Purchase of Quick Attach Salt/Sander Spreader for Loader** – GH presented
83 quotes for the purchase of a new salt/sand spreader for use with the loader, since the current sander
84 is approximately 15 years old and full of holes. Maglienti stated that proper salt/sand application is
85 an important safety concern at the Transfer Station.

86 **Motion #4: DO moved to recommend to the Board of Supervisors to approve the purchase
87 of a new salt/sander. RW seconded the motion.**

88 **VOTE: Yes – 6 (BM, DO, DM, CB, RW, TW). No – 0. Abstain – 0.**

89 c. **Approval of Draft Contract with New England Quality Services (dba Earth Waste and
90 Metal) for Scrap Metal Recycling Service at the District Transfer Station** – Maglienti
91 summarized the draft three-year contract with Earth Waste and Metal (EWM) for scrap metal
92 hauling and recycling service at the Middlebury Transfer Station. The contract assigns
93 responsibility to EWM for provision of two trailers for collection and hauling of scrap metal, with
94 one of them available as a swap. The revenue sharing provisions would remain the same as those
95 in the previous contract.

96 **Motion #5: TW moved to recommend to the Board of Supervisors to approve signing the
97 three-year contract with Earth Waste and Metal. DM seconded the motion.**

98 **VOTE: Yes – 6 (BM, DO, DM, CB, RW, TW). No – 0. Abstain – 0**

99 d. **Approval of Minor Amendment to Adopted 2025 Solid Waste Implementation Plan** –
100 Maglienti discussed the minor amendment to the District Solid Waste Implementation Plan
101 (SWIP), which changes the Town of Lincoln drop-off from a Categorical Certification to a Full
102 Transfer Station Certification. Operations at the facility would be very similar to previous
103 operations, but would allow for additional, non-mobile on-site storage time for solid waste. TW
104 commented that the allowable tonnage amounts on the application should be reviewed for

110 accuracy. Maglienti stated that he would reach out to the Town and the DEC to ensure that the
111 tonnages on their final certification were appropriate.

112 **Motion #6: BM moved to recommend to the Board of Supervisors to approve the minor
113 amendment to SWIP to add Lincoln as a fully certified facility. RW seconded the motion.**

114 **VOTE: Yes – 6 (BM, DO, DM, CB, RW, TW). No – 0. Abstain – 0**

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116 **8. EXECUTIVE SESSION – Purpose of appointment or employment or evaluation of a public officer
117 or employee, per 1 V.S.A. 313(a)(3).**

118 **Motion #7: TW moved to enter into Executive Session at 5:35 p.m. BM seconded the
119 motion.**

120 **VOTE: Yes – 6 (BM, DO, DM, CB, RW, TW). No – 0. Abstain – 0.**
121 **Exited Executive Session at 6 p.m.**

122
123 **9. AGENDA ITEMS FOR FEBRUARY 19th BOARD OF SUPERVISORS MEETING** – Agenda items
124 will include the purchase of a new compact wheel loader, the purchase of a quick-attach salt/sand spreader
125 for use with the wheel loader, the approval of a contract with Earth Waste and Metal for scrap metal
126 hauling and recycling service, and a public hearing and approval of a minor amendment to the SWIP to
127 include the Town of Lincoln drop-off as a full certification Transfer Station.

128
129 **10. OTHER BUSINESS** – CB provided an update on the District Policy Committee, which held its first
130 meeting on February 6. CB will serve as Committee Chair, and Maglienti will serve as Clerk. Meetings
131 will be held on the last Friday of each month at 1:00 PM. The Committee will review multiple policies per
132 month with the intent of completing all reviews within the year.

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134 **11. APPROVAL OF PAYMENTS – Summary of Paid December 2025 Invoices**

135 **Motion #8: TW moved to accept the Chair's approval of the December 2025 invoices. DM
136 seconded the motion.**

137 **VOTE: Yes – 5 (BM, DO, DM, CB, TW). No – 0. Abstain – 0.**

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139 **12. ADJOURN**

140 **Motion #9: BM moved to adjourn the meeting at 6:05 p.m. TW seconded the motion.**

141 **VOTE: Yes – 5 (BM, DO, DM, CB, TW). No – 0. Abstain – 0.**

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143 *I agree that this is an original of the February 11, 2026 minutes that were considered and approved by
144 the E.Bd at its meeting on _____.*

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Shelly Edson, District Clerk