

**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**

**March 11, 2026, 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 4:30 PM. E.Bd members on Zoom: Tim Wickland (TW), Bill Munoff (BM), David Olson (DO), Deborah Gaynor (DG), and Rhonda Williams (RW). Other Board Members present: Richard McKerr (RM). Staff present: Don Maglienti (DM), Drew Pettis (DP), Business Mgr., and Shelly Edson (SE), District Clerk.
2. **APPROVE THE AGENDA**  
**Motion #1: RM moved to approve the agenda. DG seconded the motion.**  
**VOTE: Yes – 7 (BM, DO, RM, CB, TW, RW, DG). No – 0. Abstain – 0.**
3. **APPROVE MINUTES OF FEBRUARY 11, 2026 MEETING**  
**Motion #2: TW moved to approve the minutes of the February 11, 2026 meeting. DO seconded the motion.**  
**VOTE: Yes – 7 (BM, DO, RM, CB, TW, RW, DG). No – 0. Abstain – 0.**
4. **PUBLIC COMMENT PERIOD** – The Chair opened the public comment period.
5. **MANAGER REPORTS**
  - a. **Personnel** – DM reported that Kelsey Many has obtained his CDL, so we are now back to our full staffing level at the Transfer Station. Staff participated in their annual retreat and focused on team building activities.
  - b. **Health & Safety** – Nothing to report.
  - c. **General and Legislative Updates** – DM reported that the state solid waste Franchise Fee Reviewer, who is contracted through the Vermont DEC Solid Waste Program, has left their position. The Central VT Solid Waste District will be seeking applicants to fill the position which is responsible for conducting state and district fee compliance audits. The Northeast Recycling Council reported a 12.75% decrease in overall commodity value for single stream recycling for the last quarter of 2025 but increases in the price of oil may eventually affect recycling markets if recycled plastic resin becomes less expensive than virgin resin. The District’s MSW hauling contract will be affected by rising diesel fuel prices. H.632 and H.915 were both recently passed out of the House Committee on Environment. H.632 grants additional time for a study on end-of-life management of household batteries and directs ANR to conduct stakeholder meetings on management of waste tires. H.915 transitions VT’s bottle bill law into an extended producer responsibility (EPR) system with a focus on convenience standards. Another bill, S.247, restricts chemical recycling technologies for plastics.
6. **FINANCIAL REPORTS** –
  - a. **January 2026 Financial Report** – DP presented the January 2026 financials showing a net loss of \$9,492 for the month. The January 2026 MSW & C&D tonnage of 1,667 was 103 tons less than January 2025. The total of 2,646 transactions in January 2026 was 312 less than January 2025. In January 2026, 21 tons of tires were hauled. In January 2026, 7.97 tons of food waste were hauled to CSWD’s Green Mt. Compost.
  - b. **January 2026 Single Stream Recycling Report** – DP reported that the January 2026 single stream recyclables total of 349 tons received was 10 tons less than January 2025. In January 2026, the Transfer Station delivered 320 tons of single stream recyclables to the Chittenden Solid Waste

56 District (CSWD) Materials Recycling Facility (MRF) in Williston. Costs for hauling and recycling  
57 were \$39,194, with revenues of \$46,386, for a pre-OH gross profit of \$7,192 for the month.  
58

- 59 c. **CY2025 Financial Statement Audit** – DP reported that initial audit field work for the District’s  
60 CY2025 Financial Statements has been scheduled with Telling & Hillman, P.C. for March 31 –  
61 April 3.  
62

63 **7. NEW BUSINESS –**

- 64 a. **New Haven Regional Residential Transfer Station and HHW Building Update** – DM reported  
65 that staff are evaluating the need to purchase an additional container for overflow storage of  
66 recycling at the New Haven Regional Drop-off. Weston & Sampson have submitted the  
67 wastewater permit application for the new hazardous waste facility project on the “church lot” and  
68 will soon submit the stormwater permit application. Staff are investigating grant funding  
69 opportunities for the new facility, specifically through the Northern Border Regional Commission.  
70 Board members suggested contacting the Addison County Economic Development Corporation  
71 and the Addison County Regional Planning Commission to inquire about grant funding assistance.  
72
- 73 b. **Establish Nominating Committee for Election of Officers & Executive Board** – Cheryl  
74 Brinkman and Tim Wickland volunteered to serve as the Nominating Committee to collect names  
75 of candidates that wish to serve on the Executive Board or as Officers of the Board. Anyone  
76 interested in the Executive Board, Board Chair or Vice Chair positions should contact Cheryl or  
77 Tim and let them know.  
78

79 **8. EXECUTIVE SESSION** – Not needed.  
80

81 **9. AGENDA ITEMS FOR MARCH 19<sup>th</sup> BOARD OF SUPERVISORS MEETING –**

82 **Motion #3: TW moved to cancel the March 19<sup>th</sup> BOS meeting due to a lack of business. BM**  
83 **seconded the motion.**

84 **VOTE: Yes – 7 (BM, DO, RM, CB, TW, RW, DG). No – 0. Abstain – 0.**  
85

- 86 **10. OTHER BUSINESS** – DG reported that the Town of Monkton may be seeking a waiver of fees for  
87 disposal of waste collected from Town forest land as part of planned clean-up activity, and will bring a  
88 request before the Board at a future date. DP reminded everyone about the March 28 Repair Fair and  
89 invited any interested Board members to attend.  
90

91 **11. APPROVAL OF PAYMENTS – Summary of Paid January 2026 Invoices**

92 **Motion #: TW moved to accept the Chair’s approval of the January 2026 invoices. BM**  
93 **seconded the motion.**

94 **VOTE: Yes – 7 (BM, DO, RM, CB, TW, RW, DG). No – 0. Abstain – 0.**  
95

96 **12. ADJOURN**

97 **Motion #: BM moved to adjourn the meeting at 5:22 p.m. DG seconded the motion.**

98 **VOTE: Yes – 7 (BM, DO, RM, CB, TW, RW, DG). No – 0. Abstain – 0.**  
99

100 *I agree that this is an original of the March 11, 2026 minutes that were considered and approved by*

101 *the E.Bd at its meeting on \_\_\_\_\_.*  
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*Shelly Edson, District Clerk*