

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**

September 9, 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: Bill Munoff (BM), David Olson (DO) and Tim Wickland (TW). Other Board Members present: Diane Mott (DM), and Richard McKerr (RM). 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 a change to move item 8(e) - Draft CY 2027 Budget - to the beginning of New Business. DO seconded the motion.

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

3. APPROVE MINUTES OF AUGUST 12, 2026 MEETING

Motion #2: DO moved to approve the minutes of the August 12, 2026 meeting. DM seconded the motion.

VOTE: Yes – 3 (DO, DM, CB). No – 0. Abstain – 2 (BM, TW).

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

5. MANAGER REPORTS

a. Personnel – Nothing to report.

b. Health & Safety – Nothing to report.

c. General and Legislative Updates – Maglienti reported that Bill Finger, who served for many years on our Board, recently passed away. Trish Waugh will be taking over as the Board representative from Lincoln. Maglienti reported that we are working with Addison County Economic Development to apply for a \$25,000 grant from the VT Buildings and General Services Administration to help pay for the replacement of an overhead door in the tip building and the purchase of two recycling roll-off containers for use at the residential drop-off in New Haven. The overhead door was budgeted for replacement this year but has been moved into CY2027 to align with the grant timeline. Maglienti also reported that ongoing developments with rollout of Vermont's HHW EPR law have created budgeting challenges since we are still unsure about the extent to which disposal costs will need to be subsidized in 2027.

6. FINANCIAL REPORTS –

a. July 2026 Financial Report – DP presented the July 2026 financials showing a net profit of \$51,065 for the month, with a YTD2026 net profit of \$166,659 in the General Fund. The July 2026 combined MSW & C&D tonnage of 2,386 was 177 tons less than July 2025, and YTD2026's 14,470 tons were 9 tons less than YTD2025. The total of 4,579 transactions in July 2026 was 229 less than July 2025, and YTD2026's 26,351 transactions were 107 less than YTD2025. In July 2026, 19 tons of tires were hauled, and YTD2026's 223 tons were 52 tons less than YTD2025. In July 2026, 6.98 tons of food waste were hauled to Vanguard Renewable's Anarobic Digesters at Goodrich Family Farm in Salisbury, VT, and YTD2026's 32.5 tons hauled were 0.57 tons more than YTD2025.

b. July 2026 Single Stream Recycling Report – DP reported that the July 2026 single stream recyclables total of 328 tons received was 7 tons less than July 2025, and YTD2026's 2,207 tons were 146 tons less than YTD2025. In July 2026, the Transfer Station delivered 345 tons of single

stream recyclables to the Chittenden Solid Waste District (CSWD) Materials Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$41,665, with revenues of \$44,111, for a pre-OH gross profit of \$2,446 for the month, and a YTD2026 pre-OH gross profit of \$29,975.

7. **POLICY COMMITTEE REPORT** – The Committee met on July 24th to review the Policy of the Board of Supervisors Related to the Waiver of Fees at the District Transfer Station, the Equipment Disposal Policy, and the Policy of the Board of Supervisors Related to Accepting Household Hazardous Waste (HHW) from Licensed Haulers and Contractors Hauling HHW for Compensation.

8. **NEW BUSINESS**

a. **Draft Policy of the Board of Supervisors Related to the Waiver of Fees at the District Transfer Station**

CB and Maglienti presented the edits to the Draft Policy, which included housekeeping edits, clarification on types of clean-up events, clarification on fee waiver accounting, and an additional policy exemption.

b. **Draft Equipment Disposal Policy**

CB and Maglienti presented the edits to the Draft Policy, which included housekeeping edits, clarification on the Policy Purpose, a revised definition of Major Sales, and revisions to the description of the bidding process.

c. **Draft Policy of the Board of Supervisors Related to Accepting Household Hazardous Waste (HHW) from Licensed Haulers and Contractors Hauling HHW for Compensation.**

CB and Maglienti presented the edits to the Draft Policy, which included the removal of two definitions, corrections to hazardous waste generator terminology, clarification on requirements to identify HHW, and clarification on the restrictions for receipt of waste from Very Small Quantity Generators.

Motion #3: TW moved to recommend that the BOS approve the three draft policies with the suggested edits as discussed. BM seconded the motion.

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

- d. **School Diversion Grant Application** – Maglienti presented a grant application from the Addison Central School District for the purchase of reusable cups and dishwashing racks for Bridport Elementary School and Middlebury Union High School. The project supports conversion to a bulk milk dispensing program in these schools. The District would award 75% of project costs, which is a total of \$895.49.

Motion #4: DO moved to approve the grant application for ACSD. TW seconded the motion.

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

e. **Draft #1 - CY2027 Budget**

DP and Maglienti gave a brief overview of the CY2027 draft budget, which includes a proposed increase in the MSW/C&D tip fee by \$7, largely due to contractual increases in landfill disposal and fuel surcharges. The District anticipates modest increases in insurance premiums next year. A proposed increase in the recycling tip fee to \$145/ton reflects anticipated cost increases at the CSWD MRF. The proposed budget also includes hiring an additional part-time employee, and an increase in the minimum disposal fee to \$14 per load. The draft budget reflects numerous cost cutting measures, including the removal of one printed newsletter, but no other significant rate increases.

f. **Discussion – September 17 Board Retreat Topics**

Topics of discussion will include the review and approval of six draft policies and the CY2027 Draft Budget.

9. **EXECUTIVE SESSION** – Not needed

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112 **10. AGENDA ITEMS FOR SEPTEMBER 17TH BOARD OF SUPERVISORS MEETING**

113 Agenda items will include the topics mentioned in 8(f) above.
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115 **11. OTHER BUSINESS – None.**
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117 **12. APPROVAL OF PAYMENTS – Summary of Paid July 2026 Invoices**

118 **Motion #5: DO moved to accept the Chair’s approval of the July 2026 invoices. DG**
119 **seconded the motion.**

120 **VOTE: Yes – 5 (BM, DO, RM, DG, CB). No – 0. Abstain – 0.**
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122 **13. ADJOURN**

123 **Motion #6: BM moved to adjourn the meeting at 5:55 p.m. TW seconded the motion.**

124 **VOTE: Yes – 5 (BM, DO, RM, DG, CB). No – 0. Abstain – 0.**
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126 *I agree that this is an original of the September 9, 2026 minutes that were considered and approved by*
127
128 *the E.Bd at its meeting on _____.*
129

130
131 _____
132 *Shelly Edson, District Clerk*