

**Minutes of the Meeting of the CVSWMD Board and Executive Board of Supervisors
Central Vermont Chamber of Commerce – 33 Stewart Rd. Berlin**

December 4, 2019

Draft until approved

A meeting of the CVSWMD Board of Supervisors – Towns represented and Board of Supervisors/Alternates present were:

Representative	Town	4/19	5/19	6/19	9/19	10/19	11/19	12/19
Micheli, S.	Barre City		X	X				
Ahearn W. (alt)	Barre City							
Thumm, F.	Barre Town	X	X	X	X	X	X	X
Mitchell, J. (alt)	Barre Town			X			X	
Levin, M.	Berlin	X	X	X	X	X		X
Vacant	Bradford	X	X	X	X			
Powell, B.	Calais	X		X	X		X	
Brabant, J. (alt)	Calais							
Vacant	Chelsea							
Vacant	Duxbury							
Vacant	E. Montpelier		X	X				
Nunez T.	Fairlee	X	X		X			
Cornish, S.	Hardwick		X	X	X		X	X
Fielder, S. (alt)	Hardwick							
Krauth, A.	Middlesex							
Cheney E.	Montpelier	X	X	X	X			
Hierl, L. (alt)	Montpelier							
Cattaneo, L.	Orange		X	X	X	X	X	X
Holmgren, E. (alt)	Orange							
Ziegler B.	Plainfield	X	X	X	X	X	X	X
Vacant	Tunbridge							
Hatch R.	Walden							
Carbee, P	Washington	X	X	X	X	X	X	X
Rouleau, M	Williamstown	X	X	X				
Covey, F (alt)	Williamstown							
Nold-Laurendeau, J.	Woodbury		X		X			X

Others in attendance:

Cathleen Gent, Lisa Liotta, Cassandra Hemenway, Barb Baird – District staff

Without a quorum of the full Board, Fred Thumm called the Executive Board to order at 6:30 (1)

Agenda Revisions (2)

Cathleen Gent asked to add an item after #12 regarding potential grants.

Public Period Comment and Announcements (3)

Fred Thumm:

- The Executive Board, who serves as the Personnel Committee, has named Cathleen Gent General Manager of the CVSWMD, no longer Interim
- Sad announcement that Gerhard Postpischil, the Bradford Representative on our Board for 15 years, passed away in November. Gerhard faithfully served the Board and the Program Oversight Committee these many years. His contribution was so appreciated and he will be missed. Good man.

Consent Agenda (4)

- a. Adopt the minutes of the Board of Supervisors – meeting of November 6, 2019
- b. Accept the minutes of the Executive Board – meeting of November 25, 2019
- c. Accept the minutes of Committee meetings and hear Committee reports:
 - Financial Oversight Committee – none
 - Grants Committee – November 18, 2019
 - Program Oversight Committee – none

Peter Carbee moved to accept the Consent Agenda. The motion was seconded and passed unanimously.

Review and Approve FY 21 Outreach Program Plan (5)

Cassandra Hemenway went over the program plan that was in the packet and answered questions. PowerPoint available through our offices.

Lee Cattaneo moved to approve the FY 21 Outreach Program Plan. The motion was seconded and passed unanimously.

Review and Approve FY 21 ARCC Program Plan (6)

Lisa Liotta went over the ARCC program plan that was in the packet and answered questions. Liotta is determining costs for each item taken at the ARCC and will come back to the board with more information.

PowerPoint available through our offices.

Lee Cattaneo moved to approve the FY 21 ARCC Program Plans. The motion was seconded and passed unanimously.

Review and Approve Price List Changes for January 2020 (7)

The board reviewed changes in the prices of compost equipment, tires and propane tanks.

Matt Levin moved to approve the price list changes starting January 2020. The motion was seconded and passed unanimously.

Computer Server Replacement Project (8)

Cathleen Gent explained that the RFP for this project went out in October. The Executive Board is recommending the approval of Ormsby's Computer Systems proposal.

Peter Carbee moved to approve \$12,000 in capital spending and authorize proceeding with the project. The motion was seconded and after some discussion, Carbee withdrew his motion.

Matt Levin moved to adjust the figure for the server project from the \$10,000 original figure from the capital budget to \$12,500 total and to proceed with the project. The motion was seconded and passed unanimously.

Status of HHW Facility Grant (9)

Cathleen Gent stated that CVSWMD is still waiting to hear on the grant decision. ANR asked for more information on two line items.

Lee Cattaneo moved that the full Board hold a special meeting to authorize the grant if awarded. If there is no quorum of the full board, the Executive Board will authorize the grant agreement. The motion was seconded and passed unanimously.

A special meeting of the full Board may be warned before the end of December.

Review and Approve Preliminary FY21 Budget and Assessments (10)

- Operating Budget, Per Capita Assessment, Capital Budget
- Surcharge Rate
- Hauler License Fee

Cathleen Gent explained that there was a correction in the Worker's Compensation Insurance cost and that payroll expense is based on full staffing.

Peter Carbee moved to approve the preliminary FY21 operating budget along with the per capita assessment, confirm the surcharge rate and administrative rate, and hauler license fee. The motion was seconded and passed unanimously.

The board thanked the staff in advance for sending out budgetary information to all our member town officials.

Review and Approve SZWP Grants (11)

Matt Levin explained that the Grants Committee recommended granting:

- Berlin Elementary the amount of \$921.14 for a Jora composting tumbler
- Williamstown Elementary the amount of \$1,250 for a water filling station

Peter Carbee moved to recommend funding for both grants. The motion was seconded and passed unanimously.

Planning for Board Retreat (12)

Cathleen Gent reminded board members that the retreat will be held Saturday, January 25th at the East Montpelier Fire station. The board will discuss the HHW facility and a 2020 Legislature preview and possibly other topics.

Potential upcoming grant opportunities (12a)

Staff may be applying for:

- USDA – Rural Utilities grant
- EPA – Education grant

Roundtable and Announcements (13)

Cathleen Gent – Cass and Theron on WGRD radio tomorrow at 9:00 a.m.

Jayne Nold- Laurendeau – sister was very ill but is better now

Shari Cornish – EPR packaging – who influences? Would like to learn more

Motion to adjourn 8:15

Prepared by: Barb Baird

