



Special Meeting of CVSWMD's Executive Board (EB)

Tuesday, November 7, 2023, 12:00 p.m.

Minutes

1. Call to Order
 - Bill Powell called the meeting to order at 12:08 PM with a quorum present.
 - Members present by Zoom: Lee Cattaneo, Peter Carbee, Bill Powell, Jon Jewett, GM Dan Casey and Assistant GM Theron Lay-Sleeper.
 - Absent: Fred Thumm
2. Agenda Revisions: Theron Lay-Sleeper asked that spending amount approvals for the box truck and forklift be added to the agenda.
3. Public Comment Period and Announcements: None
4. Accept minutes of Board meeting minutes from October 4 and Executive Board/Financial Oversight Committee meeting October 17, 2023.
Peter Carbee moved the BOS minutes from October 4 and the EB/FOC minutes from October 17 and Jon Jewett seconded. Voting in favor: unanimous.
5. Approval of Host Town Agreement with Berlin –ACTION ITEM
Peter Carbee moved to authorize Dan Casey to sign the Host Town Agreement with the Town of Berlin and Jon Jewett Seconded. Voting in favor: unanimous.
6. Engineering and Architectural Proposal –ACTION ITEM
Bill Powell moved and Jon Jewett seconded to authorize Dan Casey to sign the contract with Weston & Samson for Architecture and Engineering on the facility project not to exceed \$141,900. Voting in favor: unanimous.
7. Approval of first draft of FY 25 budget –ACTION ITEM
Peter Carbee moved to approve the first draft of the FY25 budget and Bill Powell seconded. Voting in favor: unanimous.
8. Approve RFB for HHW Mobile Building –ACTION ITEM
Lee Cattaneo suggesting adding an estimated delivery date for the building to the RFB.
Peter Carbee moved to approve the RFB and Lee Cattaneo seconded. Voting in favor: unanimous.
9. Review Bids for Box Truck and Fork Lift –ACTION ITEM
Bid for box truck: Peter moved and Jon seconded to approve Dan Casey to purchase the box truck per the bid as presented not to exceed \$135,000. Lee Cattaneo suggested budgeting for branding to the box truck.
Bid for forklift: The EB decided to defer until a quote is received from Crown Lift Trucks on an alternate forklift model.
10. ARCC update
Dan Casey gave the EB an update on the ARCC reopening schedule, noting that the facility is scheduled to re-open on Monday, November 27. Staff are working to re-supply and set up equipment in the coming weeks.

11. Other Business: None

12. Adjourn
- Meeting adjourned at 12:45 PM.

Prepared by Theron Lay-Sleeper