

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

November 7, 2018

Draft until approved

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

Representative	Town	4/18	5/18	6/18	9/18	10/18	11/18
Micheli, S.	Barre City		X			X	
Ahearn W. (alt)	Barre City						
Thumm, F.	Barre Town		X	X	X		
Mitchell, J. (alt)	Barre Town				X		
Levin, M.	Berlin	X	X	X	X	X	X
Postpischil, G.	Bradford		X	X	X	X	X
Powell, B.	Calais	X		X	X	X	X
Brabant, J. (alt)	Calais						
Vacant	Chelsea						
Vacant	Duxbury						
Malina G.	E. Montpelier	X	X	X	X	X	X
Nunez T.	Fairlee	X		X	X		X
Cornish, S.	Hardwick	X		X	X		
Krauth, A.	Middlesex					X	
Cheney E.	Montpelier	X	X		X		X
Bate, D. (alt)	Montpelier						
Cattaneo, L.	Orange			X	X	X	
Ziegler B.	Plainfield		X	X	X	X	X
Vacant	Tunbridge						
Hatch R.	Walden	X					
Carbee, P	Washington	X	X	X	X	X	X
Vacant	Williamstown						
Nold-Laurendeau, J.	Woodbury	X			X		

Others in attendance:

Bruce Westcott, Cathleen Gent, Barb Baird – District Staff

THERE WAS NO QUORUM OF THE FULL BOARD. A QUORUM OF THE EXECUTIVE BOARD CONVENED.

Call to order (1)

Without a quorum of the full board and without a Chair or Vice Chair, Matt Levin moved that Bill Powell Chair the meeting of the Executive Board – consisting of Bill Powell, Matt Levin and Peter Carbee. The motion was seconded and passed unanimously.

Bill Powell called the meeting of the Executive Board to order at 6:35 p.m.

Agenda Revisions (2)

Bruce Westcott asked to add the acceptance of a resolution regarding the purchase of new district pick-up truck. 6a.

Public Comment Period & Announcement (3)

None

Consent Agenda (4)

- a. Adopt the minutes of the Board of Supervisors meeting of October 3, 2018
- b. Accept the minutes of the Executive Board and Committee meeting
 - Minutes of the Executive Board meeting October 16, 2018
 - Minutes of the Program Oversight committee meeting October 3, 2018
 - Minutes of the Financial Oversight committee meeting October 22, 2018
 - Minutes of the Grants committee meeting October 22, 2018

Matt Levin moved to accept the consent agenda. The motion was seconded and passed unanimously.

Reports (5)

- Committee reports – none
- Report of the October 24, 2018 Public hearing on FY 20 Budget and Per Capita Assessment

Cathleen Gent reported that the public hearing was advertised and an announcement sent to all member town/cities. No one from the public attended.

Review Quarterly Financial Results (6)

Bruce Westcott went over the financials in the packet and answered questions.

GMC truck Resolution (6a)

Matt Levin moved the resolution regarding the purchasing of a new GMC truck as written. The motion was seconded and passed unanimously. The full text of the resolution is maintained in the “GMC Financing” vendor file.

Approve Staff Compensation Study Recommendations and resultant amendments to the FY 19 Budget (7)

Bruce Westcott went over the study recommendation and his own recommendation for compensation to staff. The resultant amendments to FY 19 budget were discussed. It was pointed out that this study was a long time coming and had been approved by both the Financial Oversight Committee and the Executive Board, which oversees personnel items.

Matt Levin moved to approve the staff compensation study recommendations and the amendments to the FY 19 budget. The motion was seconded and passed unanimously.

Overview to changes of the FY 20 budget (8)

Bruce Westcott went over changes to the budget. There was discussion of possible changes to the health care plan for staff. Information will go to the Financial Oversight Committee at their next meeting. The budget will be voted on at the December 5th Board meeting.

Approve Draft FY 20 plans (9)

a. Additional Recycling Collection Center (ARCC)

Cathleen Gent went over the ARCC draft plan. Staff are working on a possible new lease, systems and program efficiencies.

Matt Levin moved to approve the draft ARCC plan. The motion was seconded and passed unanimously.

b. Special Collections Program

Cathleen Gent went over the plan for district special collections - including HHW, paint batteries and bulbs, and special collections from libraries and schools.

Matt Levin moved to approve the draft Special Collections plan. The motion was seconded and passed unanimously.

Municipal Services Program Grant: Town of Fairlee (10)

Grants Committee Chair Matt Levin described the Town of Fairlee request for an addendum to the round one MSP award that they received earlier this year. The grant continues to focus on services and improvements at the Fairlee transfer station. **Peter Carbee moved to accept the Town of Fairlee's addendum for changes to elements funded by the grant, at \$3,439. The motion was seconded and passed unanimously.**

Matt Levin described the MSP round two application submitted by the Town of Fairlee. **Peter Carbee moved to accept Fairlee's application for MSP funding in the amount of \$1,561 for the purpose of purchasing/installing a small ticket/greeter booth at the Fairlee transfer station. The motion was seconded and passed unanimously.** Peter Carbee noted that Fairlee has now received the full \$5,000 in funding available for FY19, based on the two grant amounts just approved.

Roundtable and Announcements (11)

Peter Carbee – there was a 60% turnout for voting in Washington yesterday

Cathleen Gent – the board retreat is scheduled for Saturday January 26th. Place to be determined.

Gerhard Postpischil – had 2 flat tires at the same time/adopted a cat who already caught 2 mice

Ellen Cheney – Montpelier passed a single use plastics ban – bags/straws etc.

Tad Nunez – the town of Fairlee is wondering about the district providing shredding services.

Motion to adjourn at 8:00

Prepared by Barb Baird