

**Minutes of the CVSWMD Board and Executive Board of Supervisors
 – All members and others participated electronically – warned and held in keeping with the Open Meeting Law during COVID-19**

October 7, 2020

Draft until approved

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

Representative	Town	4/20	5/20	6/20	9/20	10/20
Micheli, S.	Barre City	X	X	X		
Ahearn W. (alt)	Barre City					
Thumm, F.	Barre Town	X		X	X	X
Mitchell, J. (alt)	Barre Town					
Levin, M.	Berlin	X	X	X	X	X
Vacant	Bradford					
Powell, B.	Calais	X	X	X	X	X
Brabant, J. (alt)	Calais					
Vacant	Chelsea					
Vacant	Duxbury					
Stanton, A.	E. Montpelier	X	X	X	X	X
Nunez T.	Fairlee	X	X	X	X	X
Cornish, S.	Hardwick	X	X	X	X	X
Fielder, S. (alt)	Hardwick					
Krauth, A.	Middlesex			X		
Barlow-Casey, D	Montpelier	X	X	X	X	X
Cattaneo, L.	Orange	X	X	X	X	X
Holmgren, E. (alt)	Orange					
Ziegler B.	Plainfield	X	X	X	X	X
Vacant	Tunbridge					
Hatch R.	Walden					
Carbee, P	Washington	X	X	X	X	X
Rouleau, M	Williamstown	X	X	X	X	
Covey, F (alt)	Williamstown					
Nold-Laurendeau, J.	Woodbury		X	X	X	X

Other in attendance - Cathleen Gent, Brenna Toman, Lisa Liotta, Cassandra Hemenway, Barb Baird -- District Staff

Barb Baird conducted a roll call electronically.

Fred Thumm called the meeting to order at 6:35 p.m. (1)

Agenda Revisions (2)

None

Public Period comment and Announcements (3)

No one from public in attendance.

Consent Agenda (4)

- a. Adopt the meeting minutes of the Board of Supervisors for September 2, 2020
- b. Accept the meeting minutes of the Executive Board for September 15, 2020
- c. Accept the minutes of committee meetings:
 - Program Oversight Committee – September 2, 2020
 - Financial Oversight Committee – September 22, 2020
 - Grants Committee – None
 - Ad Hoc Facility Committee – September 24, 2020

Tad Nunez moved to accept the Consent Agenda. The motion was seconded and passed unanimously.

FY 21 Program Plan Revisions (5)

- a. Outreach Plan

Cassandra Hemenway went over the Covid 19-related changes to the plan and answered questions from the board. Changes included suspensions of some work project and other projects to move to electronic means. The FY 20 USDA grant is extended until March 2021 and a new USDA grant began on October 1st.

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

- b. Additional Recycling Collection Center ARCC

Lisa Liotta discussed any Covid changes and told the board that there would possibly be some new zero waste lab items to discuss after POC review. The ARCC operation manual will include new protocols.

Peter Carbee moved to accept the FY 21 ARCC program plan revisions. The motion was seconded and passed unanimously.

- c. Volunteer Coordination

Brenna Toman went over the proposed changes and there was discussion among the board about what the volunteer “volunteer coordinator position” would be moving forward. There are currently no on-site volunteers in any of our programming.

Tad Nunez moved to accept the FY 21 Volunteer Coordination program plan revisions. The motion was seconded and passed unanimously.

- d. Municipal Services Program

Brenna Toman went over the changes that included hauler compliance, a hub and spoke grant and asphalt shingles collection. In FY 22, the HHW facility will be covered in its own plan.

Lee Cattaneo moved to accept the Municipal Services plan revisions. The motion was seconded and passed unanimously.

HHW Facility – General Update (6)

Brenna explained to the board that an RFP for a civil engineer went out with a deadline of Tuesday, October 13. Information on that will come to the board in November. With a planned opening of the HHW facility for spring 2022, the Ad Hoc committee is busy searching for a property.

Review and Approve Preliminary FY 22 Budget (7)

a. Approval of FY 22 Per Capita Assessment

Matt Levin moved to keep the per capita assessment at \$1 for FY 22. The motion was seconded.

Discussion: The full board voted to lower the per capita to \$.50 for FY 21 due to Covid 19 so it is important that member towns realize that the \$1 per capita is not an increase, it is going back to pre-Covid rate. **The motion passed unanimously.**

b. Approval of FY 22 Operating Budget

Cathleen Gent went over the budget – grant income, payroll and compost sales.

Bill Powell moved to approve the FY 22 operating budget. The motion was seconded and passed unanimously.

c. Approval of FY 22 Capital Budget

Discussion about vehicle replacement and HHW equipment. **Lee Cattaneo moved to approve the preliminary FY22 capital budget. The motion was seconded and passed unanimously.**

Set Hearing Date – FY 22 preliminary budget (8)

The virtual hearing is set for Monday October 26 at 4:00 pm.

Bill Powell moved to set the hearing for Monday October 26th at 4:00. The motion was seconded and passed unanimously.

General Manager Briefings (9)

Cathleen Gent announced:

- The 2020 SWIP document has been approved by ANR and two public hearings are scheduled
- A bookkeeper was hired for the office
- We are getting \$16,000 from a covid grant for supplies bought for operations of district
- Gent is retiring in the coming months

Motion to adjourn at 8:15.

So moved.

Prepared by Barb Baird