



**Executive Board Meeting  
January 18, 2022**

**Minutes**

Members present by Zoom: Fred Thumm, Lee Cattaneo, Bill Powell, Peter Carbee, Matt Levin.

Others present by Zoom: Lisa Liotta (General Manager)

Absent:

Chair Fred Thumm called the meeting to order at 5:31 PM with all members of the Executive Board present.

1. Agenda Revisions: None

2. Approval of Executive Board Meeting Minutes: December 21, 2021 –

*a. Motion to approve by Lee Cattaneo, seconded by Bill Powell. Voting: all in favor– unanimous.*

3. Covid-19 Update

General Manager Lisa Liotta provided an overview of the memo included in the packet. New protocols based on CDC, VT ACCD and DOH guidance are in place at the District. KN95 masks have been purchased and made available to all staff members. The administrative office remains open and is minimally staffed with staff working remote on average 2-3 days per week. School Zero Waste staff have moved all presentations to a remote format. The ARCC has not had to close due to no staffing but has on some days operated with the minimum staff possible. The General Manager has authorized (with prior EB approval) some staff members to draw time from the Sick Bank for Covid-19 absence. Staffing levels have been at times significantly impacted in the new year related to Covid-19.

4. HHW Facility Update

General Manager Lisa Liotta provided an update on Staff activity related to the Facility. At the December meeting, the EB suggested that staff reach out to commercial real estate agents to assist with the property search. The General Manager inquired if the EB would like Staff to negotiate and enter into a contract with a commercial agent at this time. EB members discussed that a contract and applicable fees or commissions should only apply to properties that the agent shows to the District, not other properties that the District may locate or discover independently, and that no fees or expenses should be required up front.

*Bill Powell made a motion that the Executive Board authorize the General Manager to secure at least one commercial real estate agent via contract to provide real estate services provided the District's attorney reviews the contract prior to execution.*

*a. Motion seconded by Peter Carbee. Voting: all in favor– unanimous.*

5. The General Manager provided an update on Staff and District activity over the prior month and discussed priority work projects.

6. Other Old or New Business:

- A bill (S.222) that would temporarily allow for public meetings to be held 100% remote without requiring a staff member to be in a physical location until January 2023 passed the legislature and is awaiting the Governor's approval.
- The Central Vermont Economic Development Council and the Central Vermont Regional Planning Commission are working to complete their priority list of ten infrastructure projects in Central Vermont that require additional funding to complete and will be providing the list of recommended projects to the State of Vermont soon.

*At 6:30 pm, Bill Powell made a motion to adjourn the meeting, and the meeting so adjourned.*



Respectfully submitted by Lisa Liotta