



Special Executive Board Meeting

Tuesday, March 14, 2019 – 5:30 PM
137 Barre Street, Montpelier

Minutes

1. Chairman Fred Thumm called the meeting to order at 5:30 PM; Vice-Chair Lee Cattaneo was present; members Peter Carbee, Bill Powell and Matt Levin were present. GM Bruce Westcott was present.
2. **Agenda Revisions** – There were no agenda revisions. However, the Chair and GM took a few minutes to summarize for other members the meeting of the Barre Town Select Board the evening previously, at which the Chair and GM had both spoken about the District’s plans to coordinate a mattress pickup and recycling event with the annual Barre Town “Bulky Waste” event in May. The GM distributed a summary of what was presented to the Board and there was a brief discussion. No action was taken.
3. **CSWD Planning for MRF Update** – The GM reviewed a summary memorandum he had circulated to members about a recent meeting with Chittenden SWD personnel concerning that District’s plans to move forward in development and operation of an all-new Materials Recycling Facility to replace their current physical plant. The GM summarized possibilities for discussion of Board members from CVSWMD and CSWD (and possibly other Districts) in the future in order to cooperate in the disposal of recyclables. There were multiple comments and questions from Executive Board members. No action was taken, but members encouraged the GM to continue discussions with CSWD staff, and to keep the Executive Board informed.
4. **FY20 Short-Term Personnel Adjustment** – The GM reviewed for members a brief memo requesting their action as the Personnel Committee of the Board to approve a 3-month extension of an Outreach Coordinator position scheduled to terminate June 30. Members questioned the GM about the rationale for the position, the expected cost of the position, and the likelihood of additional funding to support the position during the balance of FY20. At 5:55 PM member Peter Carbee made a motion to authorize extension of the position until September 30 at a cost not to exceed \$7,500. The motion was seconded by Bill Powell and passed unanimously. The Committee instructed the GM to include this cost in the FY20 budget to be reviewed by the Board at a coming meeting.
5. **General Manager’s Employment Contract** – The GM reviewed for the Board the materials provided in their packet. There was discussion of past evaluation practices, and past contracts with the GM. Following discussion, the Chair requested that the GM leave the room. Member Bill Powell made a motion to adjourn into Executive Session for purposes of considering evaluation of an employee and contractual matters. The motion was seconded (Carbee) and passed unanimously. At 6:44 PM members voted to resume public session, and invited the GM to rejoin the meeting. The Chair directed the GM to

prepare a contract for FY20 which provides for the same terms as stated in the current contract for FY19, and increasing compensation by \$2,000, or 3.05%.

6. **Other Business** – There was no other business.
7. **Adjourn** – At 6:46 PM the Chair adjourned the meeting.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Bruce Westcott".

Bruce Westcott, General Manager