



**Executive Board Meeting
May 19, 2020**

Minutes

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

Others present by Zoom: General Manager Cathleen Gent, Planning Analyst Brenna Toman

1. Chair Fred Thumm called the meeting to order at 5:30 PM.
2. Agenda Revisions – Cathleen Gent requested that the HHW project be discussed after the minutes are reviewed.
3. Approval of April 21, 2020 EB Meeting Minutes - *Motion by Lee Cattaneo, seconded by Peter Carbee, to approve the April meeting minutes. Voting: all in favor – unanimous.*

Approval of April 21, 2020 Joint meeting of the EB and POC – Motion by Peter Carbee, seconded by Matt Levin, to approve the minutes of the joint meeting of the EB and POC. Voting: all in favor – unanimous.

4. Household Hazardous Waste Facility Project Update – Cathleen Gent reported that Jon Jewett of East Montpelier is willing to serve on the Ad Hoc Facility Committee. Fred Thumm will appoint Jon to the committee at the next Board meeting. Brenna Toman discussed grant opportunities and noted we are not pursuing a Northern Border Regional Commission grant because their focus now is on COVID-19 related projects. The Executive Board reviewed the list of Vermont foundations. At this time, staff will not pursue any foundations, but rather will seek out USDA or other federal sources. Cathleen Gent reviewed the overall project budget and would like to commence the project, even without all funding being in place. For instance, a property could be purchased. She confirmed that CVSWMD has the reserve funds to fund the budget balance, if needed. *Motion by Peter Carbee, seconded by Lee Cattaneo, to recommend that the Board proceed with the project, with the understanding that there are grant opportunities outstanding. Voting: all in favor – unanimous.* Other details of the HHW facility project were discussed. Staff are going to schedule an Ad Hoc Facility Committee meeting in June and prepare a variety of documents for that meeting.

Brenna Toman left the meeting at this time.

5. COVID-19 Topics
 - a. Future Staff Compensation Options – Cathleen Gent reviewed several options for staff compensation at the conclusion of the pay period which ends on June 26th. Until that time, all staff are paid 100% of their regular hours, whether or not they are able to work all their hours due to COVID-19 constraints. Cathleen Gent discussed the balance between managing the District resources with meeting staff needs during this special time. She recommended a combination of approaches, based on hours worked, the use of sick and vacation accrued time, and tapping the sick bank if needed. *Motion by Matt*

Levin, seconded by Lee Cattaneo, to recommend to the Board support for staff's proposal for compensation. Voting: all in favor – unanimous.

b. Organizational Work Plan – Cathleen Gent reported that a COVID-19 work plan, with supplements for the Barre facility and the Montpelier office, are in place. These are based on guidance documents from VLCT, VOSHA, and ACCD.

c. Vermont Legislature Update – Cathleen Gent and Matt Levin reported that Senate Natural Resources Committee has taken testimony about possible changes to Act 148 and the impact of COVID-19. No formal actions have taken place in either the House or the Senate.

d. Financial Considerations – The EB reviewed information provided in Cathleen Gent's memo, in particular, the idea of temporarily reducing the municipal per capita assessment, in FY21 only. The Financial Oversight Committee will discuss this further, in advance of the Board meeting.

6. Adjourn – *At 6:55 PM, Bill Powell made a motion to adjourn the meeting, seconded by Lee Cattaneo. Voting: unanimous in favor of adjournment.*



Respectfully submitted by Cathleen Gent, General Manager