



Joint Meeting of CVSWMD's Executive Board (EB) and Financial Oversight Committee (FOC)

Tuesday, April 19, 2023

5:30 p.m.

Minutes

1. Call to order
 - Chair Fred Thumm called the meeting to order at 5:32 p.m. with a quorum present.
 - Members present by Zoom: Fred Thumm, Bill Powell, Peter Carbee, Jon Jewett,
 - Staff Present: Erin McCullough, Dan Casey, Theron Lay-Sleeper
 - Members absent: Lee Cattaneo, Tad Nunez
2. Agenda Revisions: Addition of proposed updated organizational chart under item #9: Personnel Committee
3. Public Comment Period and Announcements: none
4. Approval of Meeting Minutes – ACTION ITEM
 - *Bill Powell made a motion to accept the minutes of the March 21, 2023 special meeting of the Board of Supervisors, seconded by Jon Jewett. Voting in favor: unanimous*
5. Financial Statement Review (as of March 31, 2023) – ACTION ITEM
Treasurer Erin McCullough was present to answer any questions.
 - *Peter Carbee made a motion to accept the Q3 financial statements as presented, seconded by Bill Powell. Voting in favor: unanimous.*
6. Treasurer Contract, Hours, and Job Description– ACTION ITEM
 - *Peter Carbee made a motion to increase the annual hour limit for the Treasurer to 200, seconded by Jon Jewett. Voting in favor: unanimous.*
 - *Peter Carbee made a motion to approve the updated job description for the Treasurer position, seconded by Bill Powell. Voting in favor: unanimous.*
 - *Peter Carbee made a motion to recommend approval of the contract for the Treasurer to the Board of Supervisors, seconded by Jon Jewett. Voting in favor: unanimous.*



**Central Vermont Solid Waste Management District
Montpelier, VT 05602**

(802) 229-9383

www.cvswmd.org

7. Review FY24 Budget

Bill Powell requested that the Budget milestones presented in the memo be added to the annual Board calendar.

- *Peter Carbee made a motion to recommend approval of the final FY24 budget to the full Board of Supervisors, seconded by Bill Powell. Voting in favor: unanimous.*

8. Review FY24 Compensation Schedule

It was noted that the ranges on the compensation schedule are inconsistent. Gallagher and Flynn have conducted compensation studies for positions in the past, and their services may be enlisted again as needed.

- *Peter Carbee made a motion to approve the FY24 compensation schedule as presented, seconded by Bill Powell. Voting in favor: unanimous.*

Treasurer Erin McCullough left the meeting at 6:30 p.m.

9. Convene Personnel Committee

- *At 6:30 pm, Bill Powell moved to convene the Personnel Committee in executive session, per 1 V.S.A, 313 (b): Personnel, the premature general knowledge would place the person involved at a substantial disadvantage, seconded by Jon Jewett. Voting in favor: unanimous.*
- *At 7:00 pm, Bill Powell moved to exit Executive Session, seconded by Jon Jewett. Voting in favor: unanimous*

Theron Lay-Sleeper presented the proposed updated organizational chart that he and Dan Casey put together. Bill Powell requested that the pay grade be added for each position.

- *Bill Powell moved to approve the updated organizational chart, seconded by Jon Jewett. Voting in favor: unanimous*

Adjourn Personnel Committee at 7:15

10. Other old or new business - none

11. Adjourn

Bill Powell moved to adjourn at 7:22, seconded by Peter Carbee – unanimous.

Prepared by Theron Lay-Sleeper