

**Minutes of the Annual meeting 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**

**April 7, 2021  
 Draft until approved**

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

<b>Representative</b>	<b>Town</b>	<b>4/21</b>
Micheli, S.	Barre City	X
Ahearn W. (alt)	Barre City	
Thumm, F.	Barre Town	X
Mitchell, J. (alt)	Barre Town	
Levin, M.	Berlin	X
Vacant	Bradford	
Powell, B.	Calais	X
Brabant, J. (alt)	Calais	
Vacant	Chelsea	
Vacant	Duxbury	
Stanton, A.	E. Montpelier	X
Nunez T.	Fairlee	X
Cornish, S.	Hardwick	X
Fielder, S. (alt)	Hardwick	
McDonough, A.	Middlesex	
Udis, J. (alt)	Middlesex	X
Barlow-Casey, D	Montpelier	X
Cattaneo, L.	Orange	X
Holmgren, E. (alt)	Orange	
Ziegler B.	Plainfield	X
Vacant	Tunbridge	
Wikel, E.	Walden	X
Carbee, P	Washington	X
Rouleau, M	Williamstown	X
Covey, F (alt)	Williamstown	
Nold-Laurendeau, J.	Woodbury	

Other in attendance – Lisa Liotta, Brenna Toman, Erin McCullough, Cathleen Gent, Kathie Felch, Barb Baird – District Staff

Call to Order (1)

Fred Thumm called the meeting to order at 6:30

Agenda Revisions (2)

Lisa Liotta asked to add an item about personnel changes and Fred Thumm to move the Consent Agenda to be taken up before item #4.

Public Comment Period and Announcements (3)

None

Resolution for Kathie Felch (4)

Fred Thumm read the following resolution into the minutes:

WHEREAS, the Central Vermont Solid Waste Management District wishes to note and honor the contributions made by Kathie Felch, Treasurer from 2015 to today; and

WHEREAS, Kathie provided a steady hand in guiding the District in following best financial management practices; and

WHEREAS, Kathie ensured that the bills got paid, taxes submitted, payroll made and covered other essential tasks during COVID-19 and bookkeeper absences; and

WHEREAS, Kathie provided invaluable instruction and recommendations to staff and Board alike regarding municipal financial management; and

WHEREAS, Kathie methodically prepared our books each year for the external financial audit; and

WHEREAS, Kathie did all this with an expert's eye, a smile, and a wonderful attitude;

WE, the BOARD OF SUPERVISORS for the CVSWMD express our appreciation for her dedicated service through adoption of this RESOLUTION and wish her success in all her future endeavors.

Fred Thumm, CVSWMD -- Chairperson – April 7, 2021

**Matt Levin moved to adopt the resolution for Kathie Felch. The motion was seconded and passed unanimously.**

Consent Agenda

- a) Adopt the meeting minutes of the Board of Supervisors March 3, 2021
- b) Accept the meeting minutes of the Executive Board March 16 and March 31, 2021
- c) Accept the minutes of committee meetings and hear committee reports
  - Program Oversight – March 3, 2021
  - Financial Oversight – March 23, 2021
  - Grants committee – None
  - Ad Hoc Facility committee – March 25, 2021

**Lee Cattaneo moved to accept the Consent Agenda. The motion was seconded and passed unanimously.**

Annual Organizational Matters (5)

- a. Introduction of New Members  
Lisa Liotta introduced Elizabeth Wilkel – Representative to Walden and John Udis – alternate to Middlesex. Board members and staff did roundtable introductions.
- b. Election of Officers – Chair and Vice Chair  
**Matt Levin moved to elect Fred Thumm as Chair and Lee Cattaneo as Vice Chair. The motion was seconded and passed unanimously.**
- c. Appointment of Officers – Clerk  
**Lee Cattaneo moved to elect Peter Carbee as Clerk. The motion was seconded and passed unanimously.**
- d. Appointment of Officers – Treasurer  
**Lee Cattaneo moved to elect Erin McCullough as Treasurer. The motion was seconded and passed unanimously.**
- e. Establish Regular Date and Time of Board meeting  
**Bill Powell moved that the District will have no regular meetings in January, July and August and will have regular meetings in the other months on the first Wednesday at 6:30 p.m. The motion was seconded and passed unanimously.**

General Manager, Lisa Liotta, announced that Brenna Toman has been hired as the new Operations Manager/Assistant Manager but will continue work on the HHW facility project. Catherin Royea has been hired as Program Coordinator at ARCC and Mike Peabody as Special Collection Coordinator. With Erin McCullough as Treasurer, ads for a new bookkeeper are running. Liotta also mentioned that with vaccines rolling out so quickly, any need for a vaccination/covid policy is unneeded.

Resolutions for People’s United Bank Forms for User and Signer Authorizations for General Manager (7)

**Bill Powell moved the bank resolutions to authorize Lisa Liotta, General Manager, and Erin McCullough, Treasurer, as signers. The motion was seconded and passed unanimously.**

#### Vermont Legislative Update (8)

Adam Necrason joined the meeting to give a Legislative update. He stated that CVSWMD inspired Act 148 and explained that federal money is going to increase state revenues and it is a time for planning. The E-waste bill is not moving very fast and the bottle bill has made progress but may not go all the way with year.

Lisa Liotta stated that she will be attending the Solid Waste Manager's meeting regarding EPR for electronics and will keep board updated.

#### Contract for FY21 Financial Audit Firm (9)

Liotta went over the memo in the packet.

**Bill Powell moved to approve the contract with Kittel, Branagan and Sargent for the FY 21 financial audit and for years FY22-FY25 and authorize the General Manager to sign the contract on behalf of CVSWMD. The motion was seconded and passed unanimously.**

#### FY21 Budget Adjustment Request – Cost of Goods Sold (10)

**Tad Nunez moved to approve account #5000 Cost of Equipment Sold in the FY 21 budget to be increased by \$19,500 to allow for purchase of compost equipment. The motion was seconded and passed unanimously.**

#### HHW Facility (11)

Brenna Toman went over a diagram of the proposed subdivisions provided by Barre Town, including a 9.7 acre lot preliminarily designated for CVSWMD. Toman stated that at the March 25<sup>th</sup> meeting of the Ad Hoc Facility Committee, they voted to recommend to the Board moving forward with the proposed site location.

**Bill Powell moved to authorize staff to include in the purchase and sale agreement with Barre Town, the proposed 9.7 acre lot as identified in the Barre Town rendering of new lots within the Wilson Industrial Park with the price not to exceed \$250,000. The motion was seconded and passed unanimously.**

Toman also discussed construction timeline and grant opportunities that were presented in the packet.

**Peter Carbee moved to continue with the HHW land acquisition and pre-construction phases as planned and to postpone the construction phase of the project to the 2022 construction season with the intent to break ground in early spring of 2022 – contingent upon an extension of the original grant from the Agency of Natural Resources. The motion was seconded and passed unanimously.**

#### Round Table and Announcements (12)

None.

#### Adjourn (13)

**Bill Powell moved to adjourn at 8:00 p.m. Motion seconded and passed unanimously.**

Prepared by Barb Baird