**Minutes of the CVSWMD Board and Executive Board of Supervisors Organizational meeting**

**– All members participated via Zoom**

**April 3, 2024**

**Draft until approved**

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

**Representative Town 4/24**

Vacant Barre City

Thumm, F. Barre Town

Mitchell, J. (alt) Barre Town

Monley, P Berlin X

Levin, M (alt) Berlin X

Wright, M Bradford

Powell, B. Calais X

Brabant, J. (alt) Calais

Vacant Chelsea

Marotto, M Duxbury

Jewett, J. E. Montpelier

Guest, A Fairlee X

Cornish, S. Hardwick

Galloway-Kane (alt) Hardwick

McDonough, A. Middlesex X

Stewart, L Montpelier X

Cattaneo, L. Orange X

Ziegler B. Plainfield X

Vacant Tunbridge

Vacant Walden

Carbee, P Washington X

Vacant Williamstown

Koteas, C Woodbury

Others in attendance: Theron Lay-Sleeper, Barb Baird, Briana Morin, John Jose

Call to Order (1)

Vice Chair Lee Cattaneo called the meeting to order at 6:30.

Agenda Revisions (2)

None

Public Comment Period and Announcements (3)

None

Consent Agenda (4)

* Adopt minutes of Board of Supervisors meeting 3/6/24
* Accept minutes of Grants Committee meeting 3/25/24
* Accept minutes of Financial Oversight Committee meeting 3/19/2024
* Accept minutes of Program Oversight Committee meeting 3/6/2024
* Accept minutes of Executive Board meetings 2/20/24, 3/14/24, 3/19/24

**Peter Carbee moved to accept the Consent Agenda. The motion was seconded and passed unanimously.**

Introduce New Board Members (5)

Barb Baird introduced Peg Monley, the new Representative for Berlin.

Outreach Program Plan Presentation (6)

Briana Morin, Public Relations and Outreach Coordinator, presented a PowerPoint on the district’s program. She covered:

* Goals and objectives
* Programming and activities
* SWIP and business outreach
* Outreach to member towns
* ARCC/HHW
* Diversion outreach

School Outreach Program Plan Presentation (7)

John Jose, School Zero Waste Coordinator, presented programming to the board covering:

* T-shirts to totes project
* Classroom Vermiculture
* Reusable silverware
* On-campus composting at Berlin Elementary
* Materials Management Plan from the state (draft form) puts an emphasis on working with adults and system reviews over students and classrooms. Jose hopes to be able to work with both groups.

IT Services Contract (8)

Theron Lay-Sleeper explained that staff brought 2 of the Network and IT Assessment RFPs to the Executive Board for review and they recommended awarding the contract to RB Tech.

**Peter Carbee moved to award the contract for Network Assessment and IT to RB Tech. The motion was seconded and passed unanimously.**

OWRRP Grant – Barre Opera House (9)

**On the recommendation of the Grants Committee, Bill Powell moved to grant the Barre Opera House $1,200.00 to purchase and install a new filtered water fountain with bottle filler. The motion was seconded and passed unanimously.**

Election of Officers 403-11 -Election of Chair and Vice Chair (10)

**Bill Powell nominated Fred Thumm as Chair and Leesa Stewart as Vice Chair. There were no other nominations. Unanimous.**

Election of Officers 403-25 – Treasurer and Clerk (11)

**Bill Powell nominated Tim Shea as Treasurer and Peter Carbee as Clerk. There were no other nominations. Unanimous.**

Establish Regular Date and Time of Board Meetings 403-12 (12)

**Peter Carbee moved that the CVSWMD Board of Supervisors meet regularly on the first Wednesday of the month at 6:30 except for the months of January, July and August. The motion was seconded and passed unanimously.**

CVSWMD Committees of the Board (13)

The group discussed the upcoming appointments to the Board Committees. Please send your interest in serving on one of more committees to Fred and Barb.

Other Old or New Business (14)

Theron:

* Met with Berlin zoning and development review board. The facility project is moving along and on track.
* The architects recommend hiring a construction management firm to manage the contractors.
* Lachlan Pinney has been hired to replace Theron’s old position as Operations/Assistant General Manager and HR/Finance position ads have gone out.
* The next Board meeting will be Wednesday June 5th at 5:30pm.

Adjourn (15)

**Bill Powell moved to adjourn at 7:30. The motion was seconded and passed unanimously.**

Prepared by Barb Baird