

**Minutes of the CVSWMD Board and Executive Board of Supervisors
Central Vermont Chamber of Commerce – 33 Stewart Rd. Berlin**

December 5, 2018

Draft until approved

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

Representative	Town	4/18	5/18	6/18	9/18	10/18	11/18	12/18
Micheli, S.	Barre City		X			X		
Ahearn W. (alt)	Barre City							
Thumm, F.	Barre Town		X	X	X			
Mitchell, J. (alt)	Barre Town				X			X
Levin, M.	Berlin	X	X	X	X	X	X	X
Postpischil, G.	Bradford		X	X	X	X	X	X
Powell, B.	Calais	X		X	X	X	X	X
Brabant, J. (alt)	Calais							
Vacant	Chelsea							
Vacant	Duxbury							
Malina G.	E. Montpelier	X	X	X	X	X	X	
Nunez T.	Fairlee	X		X	X		X	X
Cornish, S.	Hardwick	X		X	X			X
Krauth, A.	Middlesex					X		
Cheney E.	Montpelier	X	X		X		X	
Bate, D. (alt)	Montpelier							
Cattaneo, L.	Orange			X	X	X		X
Ziegler B.	Plainfield		X	X	X	X	X	X
Vacant	Tunbridge							
Hatch R.	Walden	X						
Carbee, P	Washington	X	X	X	X	X	X	
Vacant	Williamstown							
Nold-Laurendeau, J.	Woodbury	X			X			

Others in attendance:

Bruce Westcott, Cathleen Gent, Brenna Toman, Cassandra Hemenway, Barb Baird – District Staff

THERE WAS NO QUORUM OF THE FULL BOARD. A QUORUM OF THE EXECUTIVE BOARD CONVENED.

Call to order (1)

Without a quorum of the full board, Vice Chair Lee Cattaneo convened a quorum of Executive Board members: Cattaneo, Bill Powell and Matt Levin.

Agenda Revisions (2)

None

Public Comment Period and Announcements (3)

None

Consent Agenda (4)

- a. Adopt the Minutes of the Board of Supervisors (Executive Board) minutes of November 7, 2018

Bill Powell moved to adopt the minutes. The motion was seconded and passed unanimously.

- b. Accept the minutes of the Executive Board and Committee meetings

- Executive Board – meeting of November 20, 2018
- Program Oversight Committee – meeting of November 7, 2018

Bill Powell moved to accept the minutes. The motion was seconded and passed unanimously.

Committee Reports (5)

None

Approve Proposed FY 20 Budget, Surcharge/Administrative Fees, Hauler License Fee, Per Capita Charges (6)

Matt Levin moved to establish the surcharge as \$30 per ton, \$7.50 for administrative fees, Hauler license fee at \$10 per vehicle and \$1 per capita rate as presented to board on screen at meeting. The motion was seconded and passed unanimously.

Bill Powell moved to direct staff to distribute an annual report to member municipalities – with financial information about FY 20 budget and District activities during FT 18. The motion was seconded and passed unanimously.

Approve Program Plans (7)

- a. FY 20 School Zero Waste Program Plan

Brenna Toman went over the program's goals and objectives for the next fiscal year.

Matt Levin moved to approve the School Zero Waste Program plan. The motion was seconded and passed unanimously.

- b. FY 20 Outreach Plan

Cassandra Hemenway presented both ongoing work and new goals for the next fiscal year.

Matt Levin moved to approve the Outreach plan. The motion was seconded and passed unanimously.

Retreat Preparation (8)

- a. Review Draft Strategic Plan

Cathleen Gent went over the material in the board packet and will be emailing out documents and asking board members to make notes, come up with questions etc. to bring to the retreat with them.

b. Confirm retreat details

The Board Retreat is set for Saturday, January 26th 2019 from 8:30- 12:30 at the East Montpelier Fire Station. Cathleen will be asking for board members to confirm attendance.

Review Changes to ARCC Hours of Operation (9)

Cathleen Gent went over the materials in the packet regarding numbers of visits and people to ARCC. She explained the new hours would be 11:30-5:30 M, W, F and keeping the second Saturday from 9:00 to 1:00.

Matt Levin moved to accept the changes to the ARCC hours. The motion was seconded and passed unanimously.

Financial Policies and Procedures: Proposed Changes (10)

Bruce Westcott went over the recommended changes to the policy to clarify the role and authority of the Board in setting and adjusting budget line items.

Matt Levin moved to accept the changes to the policy. The motion was seconded and passed unanimously.

Roundtable (11)

Matt Levin – pizza story

Gerhard Postpischil – cat story

Motion to adjourn 8:15

Prepared by: Barb Baird