

**Minutes 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**

December 2, 2020

Draft until approved

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

Representative	Town	4/20	5/20	6/20	9/20	10/20	11/20	12/20
Micheli, S.	Barre City	X	X	X				
Ahearn W. (alt)	Barre City							
Thumm, F.	Barre Town	X		X	X	X	X	X
Mitchell, J. (alt)	Barre Town							
Levin, M.	Berlin	X	X	X	X	X	X	X
Vacant	Bradford							
Powell, B.	Calais	X	X	X	X	X	X	X
Brabant, J. (alt)	Calais						X	
Vacant	Chelsea							
Vacant	Duxbury							
Stanton, A.	E. Montpelier	X	X	X	X	X	X	
Nunez T.	Fairlee	X	X	X	X	X		X
Cornish, S.	Hardwick	X	X	X	X	X	X	X
Fielder, S. (alt)	Hardwick							
Krauth, A.	Middlesex			X				
Barlow-Casey, D	Montpelier	X	X	X	X	X	X	
Cattaneo, L.	Orange	X	X	X	X	X	X	X
Holmgren, E. (alt)	Orange							
Ziegler B.	Plainfield	X	X	X	X	X	X	X
Vacant	Tunbridge							
Hatch R.	Walden							
Carbee, P	Washington	X	X	X	X	X	X	X
Rouleau, M	Williamstown	X	X	X	X			X
Covey, F (alt)	Williamstown							
Nold-Laurendeau, J.	Woodbury		X	X	X	X	X	

Other in attendance - Cathleen Gent, Brenna Toman, Lisa Liotta, Barb Baird – District Staff

Call to order (1)

Fred Thumm called the meeting or order at 6:30

Agenda Revisions (2)

None

Public Comment Period and Announcements (3)

No public present

Consent Agenda (4)

- a. Adopt the meeting minutes of the Board of Supervisors November 4, 2020
- b. Accept the meeting minutes of the Executive Board November 17, 2020
- c. Accept the minutes of Committee meetings and hear reports:
 - Program Oversight Committee – November 12, 2020
 - Financial Oversight Committee – November 24, 2020
 - Grants Committee – November 23, 2020
 - Ad Hoc Facility Committee – November 19, 2020

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

Zoom Meeting Protocols (5)

There was discussion about the use of protocols and placing on all district agendas that our organization follows Robert's Rules of Order.

Matt Levin moved to adopt the Zoom meeting protocols. The motion was seconded and passed unanimously.

Report on Activities RE: Certification Amendment for CSWD Facilities (6)

Fred Thumm sent a letter to ANR as part of the public comment period. ANR responded that "there will be no further processing of the Draft Certification until the enforcement case at the Attorney's General Office has concluded."

Donna Barlow Casey met with the Executive Board to offer participation in the matter. She and Fred will meet with someone from ANR. Board expressed hopes that CVSWMDC can keep a good relationship and consider meeting with CSWD as information is gathered.

HHW Facility (7)

- a. Facility Site

Brenna Toman led the discussion on the Barre Town site in the Wilson Industrial Park. Board members were concerned that it was not an ideal location for expanded operations such as the ARCC for public convenience, preferring a site in Berlin, Montpelier or East Montpelier. The sense of the board was for staff to explore the potential in Barre Town but continue to search for a site that is easier to get to.

Tad Nunez moved that staff explore and make an analysis of the site(s) in Barre Town, to engage consultants and engineers in the process, and look into Act 250 requirements at that site.

The motion was seconded and passed with Barre Town abstaining.

- b. General Update

The RFP to solicit design-build services for the HHW Facility Project are due Friday, December 18th. Staff will bring recommendations to the Ad Hoc Facility Committee and then to the full Board in February for approval.

FY22 Program Plans (8)

a. ARCC Program

Lisa Liotta discussed FY22 priorities, ongoing programming, customer visitation numbers and material volumes as presented in the packet.

Peter Carbee moved to accept the FY22 ARCC program plan. The motion was seconded and passed unanimously.

b. Grants Program

Brenna Toman discussed the Grants program: grant applications are down due to Covid-19. The FY22 plan focuses on the 4 grant programs the district offers as well as the yearly Green Up Day grant offered to towns.

Peter Carbee moved to accept the FY22 Grants program plan. The motion was seconded and passed unanimously.

Review and Approve Municipal Services Program Grant – Town of Orange (9)

Matt Levin discussed the qualifications for the grant presented in the packet.

Peter Carbee moved to award the town of Orange up to \$3,000 for a bulk waste event with the town expending \$1,500 before accessing the MSP funds. The motion was seconded and passed with Orange abstaining.

FY21 Budget Adjustment (10)

Cathleen Gent led the discussion on the budget adjustment presented in the packet that covered surcharge, grant income, interest income, and compost equipment sales.

Bill Powell moved to accept the FY21 budget adjustment. The motion was seconded and passed unanimously.

FY22 Preliminary Budget and Assessments (11)

- a. Operating Budget, Per Capita Assessment, Capital Budget
- b. Surcharge Rate
- c. Hauler License Fee

Bill Powell moved to adopt the FY22 preliminary budget and assessments as follows:

Per capita - \$1.00

Surcharge - \$30.00

Hauler fee per vehicle - \$10.00

The motion was seconded and passed unanimously.

Staff will distribute the FY22 preliminary budget and assessment levels to local officials in member municipalities.

COVID-19 Update (12)

The Executive Board made no policy on staff vacation time or travel during Covid-19. CVSWMD will receive reimbursements for COVID-19 expenses through the LGER grant program.

General Manager search (13)

The hiring committee will consist of Lee Cattaneo, Peter Carbee and Barb Baird. Ads are running locally, regionally and with SWANA. The position has also been posted internally with staff.

Special meeting in January (14)

The Board discussed having a potential special meeting in January to discuss the HHW facility and other matters. No date was set.

Roundtable and Announcements (15)

Peter Carbee stated that the 2020 Northern Borders grant had to be Covid-19 related and asked staff to explore 2021 Northern Borders grants.

Adjourn (16)

Bill Powell moved to adjourn at 8:30. Seconded and unanimous.

Prepared by Barb Baird