

Minutes of the CVSWMD Board and Executive Board of Supervisors meeting
– All members participate via Zoom with staff present at office to accommodate public.

December 1, 2021
Draft until approved

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

Representative	Town	4/21	5/21	6/21	7/21	9/21	10/21	11/21	12/21
Micheli, S.	Barre City	X	X	X	X				
Ahearn W. (alt)	Barre City		X						
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	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	X
Nunez T.	Fairlee	X	X			X			X
Cornish, S.	Hardwick	X	X	X		X	X	X	X
McDonough, A.	Middlesex		X	X		X	X		X
Barlow-Casey, D	Montpelier	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	X
Vacant	Tunbridge								
Vacant	Walden	X							
Carbee, P	Washington	X	X	X	X		X		
Rouleau, M	Williamstown	X	X	X			X		X
Vacant	Woodbury		X	X	X	X	X		

Others in attendance: Lisa Liotta, Barb Baird, Stefan Malner, Brenna Toman

Call to order (1)

Fred Thumm called the meeting to order at 6:31.

Agenda Revisions (2)

None.

Public Comment Period and Announcements (3)

Lisa Liotta introduced Stefan Malner, the new ARCC Facility Manager.

Liotta also announced that the Woodbury and Tunbridge representatives and the Middlesex alternate have resigned from the board.

Consent Agenda (4)

Adopt the minutes of the Board of Supervisors meeting November 3, 2021

Accept the minutes of the Program Oversight Committee meeting November 3, 2021

Accept the minutes of the Executive Board meeting November 16, 2021

Dell McDonough moved to accept the consent agenda. The motion was seconded and passed unanimously.

November 13 America Recycles Day at ARCC (5)

Brenna Toman shared that on November 13, America Recycles Day, the ARCC held a free one-day collection for TV's, computers, printers, monitors and peripherals. 130 cars came during the 5 hour event with 25 pallets of e-waste collected. There was some discussion of other collections in the future.

ARCC FY 23 Program Plan (6)

Brenna Toman presented the ARCC FY 23 Program Plan. She went over priorities, new staff and trainings, revenue and expenses. She also discussed the work to support the Household Hazardous Waste facility.

Lee Cattaneo moved to accept the ARCC FY 23 Program Plan. The motion was seconded and passed unanimously.

VLCT/PACIF Grant Application (7)

Brenna Toman explained the grant opportunity designed to reduce and mitigate risk to life and property. Application for the ARCC would require no budget adjustment as an upgrade to equipment for ARCC has already been budgeted.

Matt Levin moved to approve staff to submit a grant application to VLCT/PACIF. The motion was seconded and passed unanimously.

FY 22 Budget Revision (8)

Lisa Liotta went over the budget revision provided in the packet.

Lee Cattaneo moved to approve the FY 22 budget revisions. The motion was seconded and passed unanimously.

FY 23 Annual Financial Plan (9)

Lisa Liotta shared the background and the purpose of the plan included in the packet. The plan covers dissolution (none planned) and provides a recommendation for the establishment of reserve funds and reserve fund balances. The Board thanked Liotta for all the hard work that went into the plan.

Bill Powell moved to approve the FY 23 Annual Financial Plan as vetted by the FOC and presented. The motion was seconded and passed unanimously.

Establishing Reserve Funds and Fund Balances (10)

Lisa Liotta explained that the FY 23 Annual Financial Plan recommends the District establish five separate accounts in Quickbooks.

Matt Levin moved to approve establishing reserve funds and fund balances as recommended in the FY 23 Annual Financial Plan. The motion was seconded and passed unanimously.

Annual Board Retreat (11)

Staff will ask Adam Necrason to bring a legislative update to the board in February. A retreat may be held in late spring of 2022 when it can be held in a well-ventilated space or outdoors.

Other Old or New Business (12)

Lee Cattaneo asked that a separate agenda be emailed along with the electronic packet.

Adjourn (13)

Bill Powell moved to adjourn at 7:45. Unanimous.

Prepared by Barb Baird