

**Meeting of the Executive Board of the Central Vermont Solid Waste Management District
Tuesday, July 15, 2014, 5:30-7 pm
CVSWMD Office, 137 Barre ST, Montpelier, VT**

DRAFT Minutes

1. **Convene meeting**: Fred Thumm convened the meeting at 5:32 PM with Bill Powell, Lee Cattaneo, Peter Anthony and Leesa Stewart attending. Leesa Stewart taking notes.
2. **Agenda Revisions**: There were no agenda revisions.
3. Approval of the minutes of the June meeting: Bill Powell made a motion to approve the minutes of the previous meeting with one minor edit. The motion was seconded and the minutes approved.
4. **Updates**
 - a. **Agenda Posting Locations**: In compliance with the changes in the open meeting law the District Clerk requested Hardwick and Bradford as locations for posting agendas for CVSWMD meetings. The Clerk for the Town of Hardwick has not responded to the District Clerk's inquiries. Walden will be substituted for Hardwick.
 - b. **Staffing**
 - i. **CDL-Program Assistant**: Leesa Stewart stated that the hiring process for the new CDL-Program Assistant would begin soon. The position was included in the upcoming FY15 AUDIT.
 - ii. **School Zero Waste Coordinator**: Leesa Stewart stated School Zero Waste Coordinator Amanda Garland had accepted a teaching position at Barre Technical Center. Lee Cattaneo made a motion to enter executive session at 6:35 to discuss Amanda's exit interview. The EB exited executive session at 5:40.
 - c. **Compost Facilities**: The EB discussed Vermont Compost Company, Grow Compost and Dog River Farm. There is nothing new to report regarding Vermont Compost. Dog River has begun receiving a tipping fee of \$17.50 to assist the operator in purchasing carbon amendment to mitigate order issues. Grow Compost is awaiting a decision from the Vermont Agency of Natural Resources as to when Grow Compost can resume operations.
The EB reviewed an evaluation of the assets the Highfield's Center for Composting is offering for sale. The EB agreed that unless the CVSWMD were to engage in a partnership opportunity that would assist in merchandising compost product, acquiring the Highfields operation might not be desirable and agreed to take no action at this time.
 - d. **Performance Audit**: Leesa Stewart approached the Vermont Auditors office seeking a performance audit of the CVSWMD in an effort to develop benchmarks and performance standards for waste districts. Since there is relatively minimal state investment in waste management at this time and there is no identified significant concern the auditor's office did not seem interested, but offered to provide a list of auditors the CVSWMD might hire to perform an audit.
 - e. **Hauler meeting**: Peter Anthony and Leesa Stewart discussed the recent hauler's meeting. Haulers do not seem interested in collecting food scraps, and seem content with the CVSWMD providing this service. There was support for a publically supported leaf and yard waste facility and the possibility of an alternative for mandated recyclables.
5. **Approve Treasurer's contract**: Lee Cattaneo made a motion to approve the Treasurers contract through December 31, 2014. The motion was seconded and the contract approved. Leesa Stewart stated that this contract satisfies the Vermont Department of Labor's concerns around the Treasurer's classification.
6. **Capacity and Performance (District Treasurer)**: Peter Anthony the District Treasurer addressed the EB around concerns he has related to the nimbleness of the organization and the organics program.

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7. **Associate Membership Framework**: The EB will have a special meeting to discuss Associate memberships and the District Charter in two weeks.
8. **Accept FY15 Board calendar**: Bill Powell made a motion to accept the Board calendar for fiscal year 2015. The motion was seconded and approved.
9. **Planning**: The Executive Board reviewed documentation provided by the Planning Analyst. There was general support for the work.
10. **Review and approve the general project work plan for operating a new facility**: Bill Powell made a motion to approve the general project work plan for operating a new facility. The motion was seconded and approved.
11. **Charter Revision**: The EB agreed to hold a special meeting to discuss charter revision in two weeks.
12. **Adjourn**: The meeting adjourned at 7 PM.