

**Meeting of the Executive Board of the Central Vermont Solid Waste Management District
Tuesday, June 17, 2014, 5:30-7 pm
CVSWMD Office, 137 Barre ST, Montpelier, VT**

Minutes

1. **Convene meeting:** Lee Cattaneo (Orange) convened the meeting with Ginny Callan (East Montpelier), Bill Powell (Calais), Charles Sandlin (Washington) [by phone], Peter Anthony (Treasurer) and Leesa Stewart (General Manager) attending. Leesa Stewart taking notes.
2. **Agenda Revisions:** The agenda was revised to include the following topics: Treasurer's contract, classification, and SWANA awards travel.
3. **Approval of the minutes of the May meeting:** Ginny Callan (East Montpelier) made a motion to approve the minutes of the previous meeting. Bill Powell (Calais) seconded. Washington, Orange both voted yea, and the minutes were approved.
4. **Changes to the Vermont Open Meeting Law:** Honoring the request of the of the District Clerk, Barb Baird, Leesa reviewed changes to the open meeting law. Key provisions include the selection of specific locations where warnings of meetings will occur and the requirement that when members participate electronically all votes need to be roll call votes. Leesa requested on behalf of the District Clerk that the executive board designate Bradford and Hardwick as the locations for warning district meetings. An EB member asked where in the town the warning would post. Leesa stated the town offices/Town Clerk's office. Bill Powell made a motion to designate Bradford and Hardwick as the two towns that warnings of district meetings would be posted. Ginny Callan seconded the motion. The representatives from Washington and Orange both voted in favor of the motion.
5. **Associate Membership Framework:** Due to the absence of the Chair of the Board, the EB agreed to discuss this item during the month of July.
6. **Vermont Compost Company Contract:** Leesa Stewart stated that no progress had been made toward negotiating a contract with Vermont Compost Company. Peter Anthony requested clarification around the terms under which the CVSWMD is continuing to work with VCC. Leesa Stewart stated that district legal council had advised that when contracts lapse, if services are still provided, the terms of the contract remain in force until such time a new contract is agreed to either party withdraws from the service arrangement according to the terms of the contract. The Executive Board discussed the Highfields Center for Composting and Dog River Farm. The General Manager was directed to assess the benefits and potential of a contract arrangement for composting at the Highfields site. Dog River Farm would like to begin receiving a tipping fee for receiving food scraps. The General Manager was directed to begin negotiating an MOU with Dog River Farm.
7. **Authorize Use of Time from the Sick Leave Bank:** Ginny Callan made a motion to authorize a Gwen Lyons to use time from the sick leave bank but to require that for the next year Gwen will need to provide a Doctor's note if she should be out sick for more than two days in a row. Bill Powell seconded the motion. The motion passed with favorable votes from the representatives all members.
8. **Planning Update:** Leesa Stewart provided information on the planning process. A Staff Working Group met following discussions during the Facility Committee meeting of May 21, 2014, in which the concepts of one large or four smaller (with one large facility) throughout the CVSWMD service area were discussed. There was discussion of available land in East Montpelier owned by Barre City and of a hauler meeting scheduled for June 26 to discuss organics.
9. **SWIP Revision Process:** Leesa provided an update on the SWIP revision process. The intent of the Vermont Agency of Natural Resources is that the SWIP revision process shall be finalized by July 1. The group agreed that Leesa would work on the revision with staff and that the POC, would review the revision with input from the EB and other committees as necessary. Leesa Stewart stated that revision would need to be adopted no later than July 1; to enable the public hearing process the revision process should be complete by March of 2015.

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10. **SWANA award**: The Executive Board discussed authorizing travel expenses not to exceed \$1000 for CVSWMD Outreach Coordinator Cassandra Hemenway to Grapevine, (near Dallas) Texas for the awards ceremony. The EB were impressed with the achievement but did not feel it appropriate to expend the funds for travel to Texas. The EB urged the General Manager to find other methods of honoring the achievement.
11. **Adjourn**

***** EXECUTIVE SESSIONS AS NEEDED*****