

**Meeting of the Executive Board of the Central Vermont Solid Waste Management District  
Tuesday, September 16, 2014, 5:30-7 pm  
CVSWMD Office, 137 Barre ST, Montpelier, VT**

**DRAFT Minutes**

1. **Convene meeting**: Lee Cattaneo convened the meeting with Charles Sandlin, Bill Powell, Ginny Callan, Barb Baird and Leesa Stewart attending. Leesa Stewart taking notes.
2. **Agenda Revisions**: Lee Cattaneo revised the agenda to postpone discussion of Associate Memberships until the October meeting.
3. **Approval of the minutes of the August meeting**: Bill Powell made a motion to approve the minutes of the previous meeting. The motion was seconded and the minutes approved.
4. **Personnel Evaluations**: Bill Powell made a motion to enter Executive Session to discuss personnel evaluations at 5:46 PM. Lee Cattaneo made a motion to exit executive session at 6:10 PM. [Barb Baird left the meeting during the Executive Session]. Lee Cattaneo made a motion directing the General Manager address a personnel matter as advised by the Executive Board. The motion was seconded and approved. Charles Sandlin made a motion to direct the General Manager to not enter into contracts at any time with District employees that exceed the scope of the employee's primary duties with the CVSWMD. The motion was seconded and approved.
5. **Kimbell Compost Proposal**: The EB discussed a proposal from Kimbell Compost of Burlington, Vermont to take over the CVSWMD organics hauling route. The EB agreed that they could not consider transitioning without a more complete proposal and a formal business plan.
6. **Treasurer's position**: Leesa Stewart alerted the EB that the Treasurers contract expires on December 31, 2014. The EB discussed the treasurer's position, and charter language. The EB directed the General Manager to revise the charter to remove the language that proscribes that the Treasurer should not be a Board member and structure the position to include the Treasurer on the EB Board due to the importance of the Treasurer's role in organizational financial management.
7. **Casella Audit**: Leesa Stewart discussed a recent hauler audit of Casella Waste Systems, Inc. The audit encompassed the period July 1, 2012-June 30, 2014. The audit exhibited that there was a period during which Casella was charging off tonnage collected from their own operations, private third party haulers and out of District towns, and diverted from the waste stream against the CVSWMD surcharge. The Executive Board directed the general manager to pursue recovering funds charged off CVSWMD surcharge going back to the state of the practice, July 2, 2009.
8. **Tires**: The Executive Board discussed tires and illegal dumping. The Executive Board directed the General Manager to work with the Walbridge/Grants committee to develop a grant fund and enforcement program to remediate and prevent illegal dumping.
9. **Recommend Charter Revision to BOS**: The Executive Board agreed to delay action on charter revision until the following month to allow for further revision related to the Treasurer's position.
10. **Consider Revising the Organizational Mission**: The General Manager stated that staff had questioned whether the organizational mission should be changed to reflect the organization's zero waste mission. The Executive Board agreed to consider mission revision in April, after the SWIP revision and other planning processes have been completed.
11. **Adjourn**: The meeting adjourned at 7:15 PM

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Outstanding items: Biosolids chapter of the MMP/SWIP, Variable Rate Pricing Ordinance, biennial policy review and updating

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