



Executive Board Meeting

Tuesday, 21-February-2017 – 5:30 PM
137 Barre Street, Montpelier VT 05602

Minutes

1. The Vice-Chairman called the meeting to order at 5:35 PM. Vice-Chair Lee Cattaneo was present on speakerphone. Members Ginny Callan and Bill Powell were present, as were Analyst Cathleen Gent and GM Bruce Westcott. Member Matt Levin joined the meeting at approximately 5:40, during discussion of Item 4.a.
2. The Vice-Chair asked if there were any revisions to the Agenda. There were none, though there was agreement that items could be discussed in a revised sequence in order to accommodate the schedules of people who could not attend the entire meeting.
3. A motion to approve the minutes of the Executive Board meeting of January 17 was made by Ms. Callan and passed unanimously without discussion.
4. Staff Report – GM Westcott presented brief verbal reports on the following:
 - a. Hauler Exemption Meetings – no Discussion
 - b. Charter Change Legislation – There was brief discussion among the members, including a request that the GM correspond with Attorney Paul Gillies to acquire a written memorandum providing background and rationale to the proposed amendment to the “eminent domain” section. Westcott said he will do so, and will make the memo available to members and to Legislators, as the topic is discussed.
 - c. Out-Of-District ARCC Fee and Program Considerations – Deferred for discussion later on the agenda
5. Review/Approval adjustment to staff Vacation liabilities – The GM reviewed with the members the memo he had provided showing vacation liabilities, and including proposed language for a Resolution to be put to the Board of Supervisors. Members requested that the GM seek advice of counsel as to whether the retroactive adjustment to vacation liabilities should be provided to former, as well as current, staff. A motion was made (Levin), seconded and passed unanimously to accept the proposed Resolution, and to provide it to the Board for consideration.
6. Personnel Matters
 - a. Proposed Changes to Personnel Policy – Deferred for discussion later on the agenda
 - b. Proposed Changes to District Staff Compensation Plan – The GM stated that in August 2016 Leesa Stewart had completed, at the Board’s request, a revised compensation plan. The full report had been distributed following an earlier EB

meeting, and the GM reminded members that much of it consisted of observations and recommendations on the process by which the District determines compensation. The reports contained a recommendation for limited changes to existing salary scales, as provided to the EB members in their packet. A motion was made (Callan), seconded and passed unanimously to accept the revised Compensation Plan.

- c. Proposed Changes to Policy on Telecommuting – The GM reviewed for the members the revised policy draft and authorization form he had prepared subject to their earlier comments and concerns about telecommuting. Following discussion of the improvements to this draft, a motion was made (Powell), seconded and passed unanimously to accept proposed change. This and other changes to the Personnel policy will be provided to the entire Board for approval.

Item 4.c – The chair returned attention to Item 4.c on this Agenda, and asked staff to summarize their report. Cathleen Gent did so, and noted that obtaining a sense from the Executive Board on the topic of Out of District fees for ARCC patrons will give staff direction in preparing revisions to program plans and budgets which will be coming in from of the Board in coming months. The members expressed informal acceptance of the staff recommendation that separate, higher fees for patrons from non-District towns should not be proposed, based on the data and logic presented by Cathleen. Cathleen explained that the POC and Board will be reviewing/accepting revisions to the ARCC plan, and that details will return to the FOC as part of a broader set of proposed fees to be presented for approval. No formal action was taken, and member thanked Cathleen for staying late at work to brief them.

Item 6.a -- The chair returned attention to Item 6.a on this Agenda, and asked staff to comment on the proposed change to the Personnel Policy with respect to Health Insurance for Medicare-eligible employees. GM Westcott reviewed the material provided to members in their packet, and addressed their questions. A motion was made (Cattaneo), seconded and passed unanimously to accept the proposed policy language, subject to:

- a. A wording change to make clear that any deductible to be reimbursed to the employee will not exceed the deductible amount provided for in the Health Insurance coverage provided to non-Medicare-eligible employees, and
 - b. Subject to review by the Executive Board in one year, and
 - c. Retroactive application of the policy back to January 1, 2017.
7. Other Business – No other business was brought forward.
 8. Adjourn -- At 7:02 Bill Powell made a motion, approved unanimously, to adjourn the meeting of the Executive Board.

Respectfully submitted,



Bruce Westcott, General Manager