

**Minutes of the Meeting of the CVSWMD Board and Executive Board of Supervisors  
Central Vermont Chamber of Commerce – 33 Stewart Rd. Berlin**

**February 5, 2020**

**Draft until approved**

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

<b>Representative</b>	<b>Town</b>	<b>4/19</b>	<b>5/19</b>	<b>6/19</b>	<b>9/19</b>	<b>10/19</b>	<b>11/19</b>	<b>12/19</b>	<b>2/20</b>
Micheli, S.	Barre City		X	X					
Ahearn W. (alt)	Barre City								
Thumm, F.	Barre Town	X	X	X	X	X	X	X	X
Mitchell, J. (alt)	Barre Town			X			X		
Levin, M.	Berlin	X	X	X	X	X		X	X
Vacant	Bradford	X	X	X	X				
Powell, B.	Calais	X		X	X		X		
Brabant, J. (alt)	Calais								
Vacant	Chelsea								
Vacant	Duxbury								
Stanton, A.	E. Montpelier		X	X					X
Nunez T.	Fairlee	X	X		X				X
Cornish, S.	Hardwick		X	X	X		X	X	X
Fielder, S. (alt)	Hardwick								
Krauth, A.	Middlesex								
Vacant	Montpelier	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	
Vacant	Tunbridge								
Hatch R.	Walden								
Carbee, P	Washington	X	X	X	X	X	X	X	X
Rouleau, M	Williamstown	X	X	X					X
Covey, F (alt)	Williamstown								
Nold-Laurendeau, J.	Woodbury		X		X			X	X

Others in attendance:

Cathleen Gent, Brenna Toman, Cassandra Hemenway, Barb Baird – District staff

Call to order (1)

Fred Thumm called the meeting to order at 6:35.

Agenda Revisions (2)

Add "committee appointments" to item 10.

Public Comment Period and Announcements (3)

None

Consent Agenda (4)

- a. Adopt the Minutes of the Board of Supervisors meeting of December 4, 2019
- b. Accept the Minutes of the Executive Board meeting of January 21, 2020
- c. Accept the Minutes of Committee meetings and hear reports:
  - Financial Oversight Committee – None
  - Grants Committee – January 27, 2020
  - Program Oversight Committee – None

**Lee Cattaneo moved to adopt the consent agenda. The motion was seconded and passed unanimously.**

Credit Card Account with People's United Bank (5)

Cathleen Gent explained the challenges with our current credit card and that People's United Bank has an office locally. Gent and Treasurer Kathie Felch would be the officers for the District.

**Peter Carbee moved the approval of the resolution for a limit amount of up to \$10,000 and discontinuing Bank of America services. The motion was seconded and passed unanimously.**

Review FY20: Q2 Financial Results (11)

Cathleen Gent went over the financials, stating that all is on target with income and expenses.

Review and Approve FY21 Grants Program Plan (7)

Brenna Toman presented the plan, explaining that not much has changed but references were added as to the Solid Waste Implementation Plan (SWIP) and the District's Strategic Plan. She noted that one additional goal calls for an assessment of the grant programs with respect to a potential permanent HHW facility.

**Lee Cattaneo moved to approve the FY21 Grant Program Plan. The motion was seconded and passed unanimously.**

Review and Approve SZWP Grants (8)

- a. Williamstown Elementary School - \$1,067 for water filling station
- b. Barre Town Middle School - \$437.38 for Grab and Go containers in cafeteria

**Ann Stanton moved to approve the SZWP grants. The motion was seconded and passed unanimously.**

CVSWMD 2021-2025 SWIP Overview (9)

Brenna Toman and Cathleen Gent explained that CVSWMD is in the process of preparing a new Solid Waste Implementation Plan for years 2021-2025. The State of Vermont Materials Management Plan has restructured some of the categories and some requirements were rolled back. Changes include:

- Diversion rates no longer need to be reported but disposal rates do for years 1 & 5
- If district has a permanent HHW facility, no longer have to hold collections within 20 miles of that facility

- Dry wall collection requirement dropped – asphalt shingles collection requirement is still in place
  - ANR will hold workshops on Biosolids with the SWME coordinating
- A draft of the SWIP will come to the Program Oversight Committee next month and the full Board in April or May. We will hold 2 public hearings. The final version needs to be adopted by November 19, with a starting date of January 2021. The SWIP will be on calendar year rather than fiscal year.

#### Approve Consultant for USDA RUS Grant (6)

Cassandra Hemenway explained that the project is for a web application, not a phone app. The application will compile information from site assessments in homes for the current USDA grant. The tool will be developed and maintained on the district website for all to use. It will be designed for staff to maintain. Seven RFP's were sent out and only one proposal fit the district needs. The \$8,000 to come out of the USDA RUS grant fund.

**Matt Levin moved to approve a contract with Tamarack Media Cooperative for the project for \$8,000 for the digital solid waste management home assessment tool. The motion was seconded and passed unanimously.**

#### Board Retreat Follow-Up (10)

- a. HHW Facility – Cathleen Gent reported that, working with APEX consulting, the total estimated cost for the building construction is reduced from \$878,400 to \$812,053. The grant agreement with ANR is expected to be received soon. There are a number of activities related to the project, which staff will pursue, some of which may be completed with outside assistance.

- **Peter Carbee moved to create an Ad Hoc Facility Committee with up to 7 members. The motion was seconded and passed unanimously.**

Fred Thumm appointed himself, Lee Cattaneo and Peter Carbee to the committee – other members to be appointed at another meeting.

Cathleen Gent will send out memos to member municipalities about the project once the grant agreement is officially in place.

- b. Board Participation Strategies

The Board discussed a number of strategies to improve Board participation for general communications and during meetings, including:

- Review or update the board job descriptions – the EB will take this up
- During meetings
  - If there is no quorum and the EB convenes, be sure to invite participation from others who have come to the meeting
  - More talk about programming
  - Avoid/explain jargon
- Talk with board members who no longer come but are seated to see if they wish to remain on board – explain impacts on quorum numbers

1. Teleconferencing – Tad Nunez shared information on using Zoom for members to be able to participate from away, either on screen or by phone. Pros and cons discussed and the topic will come back to the group. The Executive Board will also discuss this.

- c. 2020 Legislative Session – Cathleen Gent stated that H75 on HHW is a potential bill which would benefit from Board support. She will report on that and other bills at the next Board meeting.

d. Committee Appointments – Not discussed.

Roundtable and Announcements (12)

Fred Thumm – found an agricultural channel on tv – learned that swine flu is in China too and that RoundUp is considered a non-carcinogen?

Peter Carbee – been following the farm run-off stories on VT Digger. Good reporting.

Matt Rouleau – apologized for missing meetings, will evaluate if he will continue to be Williamstown's representative.

Motion to adjourn at 8:20

Prepared by:  
Barb Baird