

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

June 5, 2019

Draft until approved

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

Representative	Town	4/19	5/19	6/19
Micheli, S.	Barre City		X	X
Ahearn W. (alt)	Barre City			
Thumm, F.	Barre Town	X	X	X
Mitchell, J. (alt)	Barre Town			X
Levin, M.	Berlin	X	X	X
Postpischil, G.	Bradford	X	X	X
Powell, B.	Calais	X		X
Brabant, J. (alt)	Calais			
Vacant	Chelsea			
Vacant	Duxbury			
Malina G.	E. Montpelier		X	X
Nunez T.	Fairlee	X	X	
Cornish, S.	Hardwick		X	X
Fielder, S. (alt)	Hardwick			
Krauth, A.	Middlesex			
Cheney E.	Montpelier	X	X	X
Hierl, L. (alt)	Montpelier			
Cattaneo, L.	Orange		X	X
Holmgren, E. (alt)	Orange			
Ziegler B.	Plainfield	X	X	X
Vacant	Tunbridge			
Hatch R.	Walden			
Carbee, P	Washington	X	X	X
Rouleau, M	Williamstown	X	X	X
Covey, F (alt)	Williamstown			
Nold-Laurendeau, J.	Woodbury		X	

Others in attendance:

Cathleen Gent, Barb Baird – District staff

Kathie Felch – CVSWMD Treasurer

Chair Fred Thumm called the meeting to order at 6:30 (1)

Agenda Revisions (2)

Fred Thumm added an Executive Session to the end of the agenda.

Public Comment Period and Announcements (3)

None.

Consent Agenda (4)

- Adopt the minutes of the Board of Supervisors meeting May 1, 2019
- Accept the minutes of the Executive Board meeting of May 21, 2019
- Accept the minutes of the Financial Oversight Committee meeting of May 28, 2019
- Accept the minutes of the Grants Committee meeting of May 13, 2019

Peter Carbee moved to accept the Consent Agenda. The motion was seconded and passed unanimously.

Review and Approve the FY 20 final budget (5)

- a. Update regarding outstanding financial matters

Cathleen Gent went over the memo in the packet regarding outstanding financial matters that the FOC requested information on:

- Preparations for annual audit
- Surcharge income during current fiscal year
- IRS credit
- Bank statement reconciliation by Treasurer

- b. FY 20 budget review and approval

Budget discussion – Cathleen Gent went over surcharge income, administrative income, compost equipment sales and payroll expenses. Gent explained that there is a projected net loss for FY20. A pending grant could eliminate that deficit – if not, a staff member will be eliminated. That staff person is aware of the situation.

Matt Levin moved to approve the FY 20 budget as presented. The motion was seconded and passed unanimously.

Review and approve CY 2018 SWIP report (6)

Cathleen Gent explained that the final 2018 SWIP report is due at the end of June and there is a new State Materials Management Plan coming.

Lee Cattaneo moved to approve the CY 2018 SWIP report. The motion was seconded and passed unanimously.

Review and approve Municipal Services Program grants (7)

Matt Levin explained the 2 grant requests:

Orange for a bulk trash collection.

Chelsea for an ewaste, paint, battery and bulb collection.

Bill Powell moved to grant Orange an amount of \$3,500 and Chelsea an amount of \$2,000 for municipal services program grant projects. The motion was seconded and passed unanimously.

Review and approve SZWP grant to Crossett Brook Middle School (8)

Matt Levin discussed Crossett Brook Middle School's grant application to aid in supporting a school compost monitor.

Ellen Cheney moved to grant Crossett Brook Middle School the amount of \$1,500 to go toward a compost monitor. The motion was seconded and passed unanimously.

Review and approve FY20 fee structure (9)

There was some agreed upon discussion about wording of the food waste collection user fees and amounts.

Peter Carbee moved to approve FY20 fee structure. The motion was seconded and passed unanimously.

540 N. Main Street Lease and Facility Planning (10)

Cathleen Gent explained that there might be some decision making over the summer (the full board does not meet in July and August) and she requested that the board to authorize the Executive Board to take up those items if need be.

Peter Carbee moved to authorize the Executive Board to do the following during the summer break:

- **Approve the final lease extension at 540 N. Main Street – ARCC facility**
- **Approve any grant applications**
- **Direct staff and pursue opportunities for facility planning, offer comments to the Vermont MMP and undertake MSP activities**

The motion was seconded and passed unanimously.

Executive Session (11)

Matt Levin moved to make a finding that premature general knowledge would clearly place the public body or a person involved at a substantial disadvantage. The motion was seconded and passed unanimously.

At 7:15, Matt Levin moved to enter into Executive Session citing 1 V.S.A 313 #4. The motion was seconded and passed unanimously.

Bill Powell moved to exit Executive Session at 7:40. The motion was seconded and passed unanimously.

Ellen Cheney moved to support the Executive Board's decision to not renew the General Manager's contract. The motion was seconded and passed unanimously.

Motion to adjourn 7:45

Prepared by Barb Baird