

**Minutes of the CVSWMD Board and Executive Board of Supervisors meeting  
– All members participated via Zoom**

**May 3, 2023  
Draft until approved**

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

<b>Representative</b>	<b>Town</b>	<b>4/23</b>	<b>5/23</b>
Ahearn, W.	Barre City		X
Thumm, F.	Barre Town	X	X
Mitchell, J. (alt)	Barre Town		
Levin, M.	Berlin	X	X
Wright, M.	Bradford		
Powell, B.	Calais	X	
Brabant, J. (alt)	Calais		
Vacant	Chelsea		
Marotto, M	Duxbury	X	X
Jewett, J.	E. Montpelier	X	X
Nunez T.	Fairlee	X	X
Cornish, S.	Hardwick	X	X
McDonough, A.	Middlesex		
Stewart, L	Montpelier	X	X
Cattaneo, L.	Orange	X	X
Ziegler B.	Plainfield	X	X
Vacant	Tunbridge		
Lewis, R	Walden		X
Carbee, P	Washington	X	X
Vacant	Williamstown		
Koteas, C	Woodbury		

Others in attendance: Dan Casey, Theron Lay-Sleeper, Erin McCullough, Barb Baird  
Arlene Guest – Fairlee

Fred Thumm called the meeting to order at 6:30 p.m. (1)

Agenda Revisions (2)

None.

Public Comment Period and Announcements (3)

Tad Nunez, Fairlee representative, announced this is his last meeting as he is retiring.

Arlene Guest was in attendance and will be the new Fairlee representative. The board thanked Nunez for all his work with the organization.

The board welcomed Guest and Ray Lewis, the new Walden representative.

Consent Agenda (4)

- Adopt minutes of Board of Supervisors meeting 4/5/23
- Accept minutes of the Executive Board/Financial Oversight Committee meeting 4/19/23
- Accept minutes of the Grants Committee meeting 4/24/23

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

3<sup>rd</sup> Quarter Financial Statement review (5)

Treasurer Erin McCullough presented the document that the Financial Oversight Committee has approved.

**Peter Carbee moved to accept the financial statement as presented. The motion was seconded and passed unanimously.**

Treasurer Job Description and Contract (6)

The board discussed the job description and contract that were included in the packet.

**Peter Carbee moved to:**

- **Approve the Treasurer's annual hourly limit to increase to 200 hours for the period beginning July 1, 2023**
- **Approve the Treasurer's job description, updated 4/28/23**
- **Approve the draft Treasurer's contract (dates to be updated before signing)**

**The motion was seconded and passed unanimously.**

Committees Discussion (7)

Theron Lay-Sleeper shared ideas for stream-lining committee work as the organization is short staffed.

Board members decided that the Executive Board will continue to meet jointly with the Financial Oversight Committee; the POC will meet in March and in September with the Financial Oversight Committee; the Grants committee will suspend for 6 months; the Ad Hoc Facility committee will continue to meet as needed.

### Committee Appointments (8)

Fred Thumm appointed the following to committees:

Executive board – Fred Thumm, Lee Cattaneo, Bill Powell, Peter Carbee, Jon Jewett

Financial Oversight Committee – Peter Carbee, Fred Thumm, Bill Powell, Leesa Stewart

Program Oversight Committee – Lee Cattaneo, Betsy Ziegler, Shari Cornish, Jon Jewett, Chris Koteas

Grants Committee – Matt Levin, Peter Carbee, Shari Cornish, Arlene Guest

Ad Hoc Facility Committee – Fred Thumm, Lee Cattaneo, John Jewett, Shari Cornish

### FY24 Compensation Schedule (9)

Theron Lay Sleeper went over the document in the packet and answered questions. The Executive Board and Financial Oversight Committees approved the schedule at their April meeting.

**Leesa Stewart moved to adopt the proposed FY24 compensation schedule as presented, effective July 1, 2023. The motion was seconded and passed unanimously.**

### FY23 Final Operating Budget, Capital Budget (10)

Lay-Sleeper answered questions and went over the highlights in the documents. He stated that the Executive Board and FOC have approved both budgets.

**Leesa Stewart moved to accept the final operating and capital budget. The motion was seconded and passed unanimously.**

### Banking Resolution for Dan Casey (11)

**Tad Nunez moved to approve the two M&T Bank resolutions and the addition of General Manager Dan Casey to the District's banking accounts. The motion was seconded and passed unanimously.**

**Peter Carbee moved the following resolution:**

**Whereas it is the responsibility of the Board to designate a Plan Coordinator to oversee and manage the District's retirement account and funds, the Board of Supervisors authorized General Manager Dan Casey as Plan Coordinator for the account named Central Vermont Solid Waste – 457 (304457). Now, therefore be it resolved to designate Dan Casey as Mission Square Retirement Plan Coordinator. The motion was seconded and passed unanimously.**

### OWRRP Grant (12)

Barre Housing Authority-dba Meals on Wheels has requested \$5,000 for reusable dishware to replace disposable. The Grants committee recommends the funding of this grant.

**Betsy Ziegler moved to approve the allocation of \$5,000 from the SZW grant funds to support Barre Meals on Wheels in purchasing reusable dishware for their home delivery program. The motion was seconded and passed unanimously.**

### Other Old or New Business (13)

Fred Thumm – saw a truck in Boston that is used to auto-wash curbside garbage bins/news story about a Brooklyn school that is now using reusable dishware – CVSWMD has been helping schools do that for years...

Tad Nunez – the board meetings have gotten away from presenting program reports and doing a roundtable – hopes they come back

Dan Casey – orientation to the General Manager position is going well with Theron.

Adjourn (14)

**Tad Nunez moved to adjourn at 7:35. Unanimous.**

Prepared by: Barb Baird