

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

October 2, 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	9/19	10/19
Micheli, S.	Barre City		X	X		
Ahearn W. (alt)	Barre City					
Thumm, F.	Barre Town	X	X	X	X	X
Mitchell, J. (alt)	Barre Town			X		
Levin, M.	Berlin	X	X	X	X	X
Postpischil, G.	Bradford	X	X	X	X	
Powell, B.	Calais	X		X	X	
Brabant, J. (alt)	Calais					
Vacant	Chelsea					
Vacant	Duxbury					
Malina G.	E. Montpelier		X	X		
Nunez T.	Fairlee	X	X		X	
Cornish, S.	Hardwick		X	X	X	
Fielder, S. (alt)	Hardwick					
Krauth, A.	Middlesex					
Cheney E.	Montpelier	X	X	X	X	
Hierl, L. (alt)	Montpelier					
Cattaneo, L.	Orange		X	X	X	X
Holmgren, E. (alt)	Orange					
Ziegler B.	Plainfield	X	X	X	X	X
Vacant	Tunbridge					
Hatch R.	Walden					
Carbee, P	Washington	X	X	X	X	X
Rouleau, M	Williamstown	X	X	X		
Covey, F (alt)	Williamstown					
Nold-Laurendeau, J.	Woodbury		X		X	

Others in attendance:

Cathleen Gent, Cassandra Hemenway, Barb Baird – District staff

Call to order (1)

With no quorum of the full board, Fred Thumm called the Executive Board to order at 6:35.

Agenda Revisions (2)

None

Public Comment Period and Announcements (3)

None

Consent Agenda (4)

- a) Adopt the minutes of the Board of Supervisors meeting of September 4, 2019
- b) Accept the minutes of the Executive Board meetings of September 4, 2019 and September 17, 2019
- c) Accept the minutes of committee meeting:
Financial Oversight Committee – September 24, 2019
Program Oversight Committee – September 4, 2019

Lee Cattaneo moved to accept the Consent Agenda. The motion was seconded and passed unanimously.

Review and Approve Revised FY 20 Outreach Program Plan (5)

Cassandra Hemenway, Outreach Manager, went over the revisions that resulted from USDA grant funding: "Protecting groundwater through hands-on education."

This work will include:

- A home self-assessment tool
- Expanding workshop offerings to include HHW and pharmaceutical management
- Food rescue seminar
- A community fair celebrating the work

Lee Cattaneo moved to accept the revised plan. The motion was seconded and passed unanimously.

Review and approve preliminary FY 21 Budget (6)

- a. Approval of FY 21 Per Capita Assessment

Peter Carbee moved that the per capita assessment remain at \$1.00. The motion was seconded and passed unanimously.

- b. Approval of the FY 21 Operating Budget

Cathleen Gent went over the document in the packet and answered questions. **Matt Levin moved to approve the operating budget. The motion was seconded and passed unanimously.**

- c. Approval of FY 21 Capital Budget

Peter Carbee moved to approve the capital budget with a \$10,000 carry-over for the IT/server line item to FY 20. The motion was seconded and passed unanimously.

Set hearing date – FY 21 Preliminary Budget (7)

Peter Carbee moved to set the hearing date for Wednesday, October 23, at 5:00 at the ARCC – 540 North Main Street in Barre.

Proposal for Change in Office Hours (8)

Peter Carbee moved that the Montpelier office be open to the public Monday through Friday from 8:00 a.m. to 4:00 p.m. The motion was seconded and passed unanimously.

Cathleen Gent said the Personnel Policy will be updated.

HHW Facility Proposal (9)

Cathleen Gent explained the application process for the State of Vermont HHW facility grant. She went over the document in the packet, the work with the board-approved contractor, the idea of rover capacity and the fact that the District does not need to secure any property before applying for the grant.

Peter Carbee moved that the Executive Board, acting as full board, authorize staff to authorize the grant submission.

Motion withdrawn.

Lee Cattaneo moved that the Executive Board, acting as the Full board at the October 2019 meeting, authorize the Executive Board at a meeting to be set at the end of October, to authorize the grant submission. The motion was seconded and passed unanimously.

Sale of Rolloff Containers (10)

Item was discussed in committee. No motion needed.

Report from Interim General Manager (11)

Cathleen Gent went over upcoming items, including: MSP applications, hauler meeting in November, FY 19 audit, staff transitions, GM search and the Board retreat.

Round Table: Announcements (12)

Fred Thumm – VTC is shutting down their compost facility.

Motion to adjourn 8:00

Prepared by:
Barb Baird