

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

**September 4, 2019**

**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>
Micheli, S.	Barre City		X	X	
Ahearn W. (alt)	Barre City				
Thumm, F.	Barre Town	X	X	X	X
Mitchell, J. (alt)	Barre Town			X	
Levin, M.	Berlin	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
Holmgren, E. (alt)	Orange				
Ziegler B.	Plainfield	X	X	X	X
Vacant	Tunbridge				
Hatch R.	Walden				
Carbee, P	Washington	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, John Jose, Lisa Liotta, Barb Baird – District staff

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

Agenda Revisions (2)

Add item from Fred Thumm – Chair after #3

Public Comment Period and Announcements (3)

No one from the public present.

Cathleen Gent introduced Lisa Liotta, the new ARCC Operations Manager. The Board welcomed her to the CVSWMD.

Fred Thumm referred to a letter from a former employee that board members received. The next Executive Board meeting is September 17<sup>th</sup> and the district's legal counsel will be there to answer any questions. The full board is invited to attend the meeting and the discussion will be held in Executive Session.

Consent Agenda (4)

- Adopt the minutes of the Board of Supervisors meeting of June 5, 2019
- Accept the minutes of the Executive Board meetings of June 18, July 8, and August 20, 2019
- Accept the minutes of the Financial Oversight Committee meeting of June 25, 2019
- Accept the minutes of the Grants Committee meetings of June 24, August 5, 2019
- Accept the minutes of the Program Oversight Committee meetings of June 5, July 24, 2019

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

Review Board Calendar for FY 20 (5)

The board welcomed the document. Informational – no action needed.

Review and Approve Revised School Zero Waste Program plan FY 20 (6)

John Jose reviewed the POC approved proposed changes to the plan that were highlighted in the packet's document. The changes included: providing a list of recycling and composting facilities to schools for field trips and developing professional workshops on incorporating solid waste management/sustainability practices into classroom curricula.

**Lee Cattaneo moved to adopt the changes to the FY 20 School Zero Waste Program plan. The motion was seconded and passed unanimously.**

Review and Approve Revised Special Collections Plan FY 20 Regarding Large Volume Collections for Public Institutions (7)

John Jose explained that the district gets many requests for ARCC-item pickups from schools and libraries. The revised plan calls for 1 free trip for pickups (with payment for any costs as customers) per year. Any other pick up arrangement would have a \$50 fee. Organizations could self-haul to the ARCC and pay any charges. Failure to show for pick up or drop off would have a fee of \$75.

The board discussed some clarifying wording around what a fiscal year is for organizations, and any costs involved be spelled out clearly.

**Lee Cattaneo moved to approve the revisions to the Special Collections plan for FY 20 with the understanding that the wording would be clarified as discussed. The motion was seconded and passed unanimously.**

#### Review and Approve FY 20 Revised Budget (8)

Cathleen Gent went over the revised budget in the packet. There are changes due to grants received, anticipated changes in health insurance rates and lower payroll item due to staff vacancies. There was discussion of a possible gap but that will be determined as the year progresses and could be covered by the unrestricted reserves if needed.

**Bill Powell moved to approve the revised FY 20 agenda as presented. The motion was seconded and passed unanimously.**

#### State of Vermont HHW Infrastructure Grant (9)

Cathleen Gent led the discussion about the State of Vermont Household Hazardous Waste (HHW) facility grant. Proposals must be submitted by November 1, 2019 and the District, per the grant if awarded, would need to own property or secure a long-term lease on a property. Gent stated that a year round HHW facility has been the #1 priority for the CVSWMD the past few years and something residents and businesses have been asking for. Regional partnerships will be considered. Gent asked for funds to procure a consultant for assistance in the application process.

**Peter Carbee moved to allocate up to \$2,500 for a consultant to assist in the process. The motion was seconded and passed unanimously.**

#### Review FY 21 Preliminary Budget (10)

Gent stated that the FY 21 preliminary budget wasn't complete yet but will be presented at the October board meeting.

#### Report from Interim General Manager (11)

Gent announced:

- the last HHW collection of the season is September 28 in Montpelier
- GM recruitment is ongoing
- 2 new staff were hired to fill vacant positions
- FY 19 audit to commence soon
- Executive Board to be looking at personnel policy updates

#### Round Table: Announcements (12)

Peter Carbee – thanked everyone for coming back after the summer break

Shari Cornish – is depressed at the contamination she sees at recycling centers, folks put dirty items and items that don't go in the bins

John Jose – just started up the busy school season

Jayne Nold-Laurendeau – husband is on the mend after surgery

Gerhard Postpischil – shared article of plastic bags/he's been using the same plastic bag for 2 years

Ellen Cheney – a study on plastics showed that threads from clothing made with recycled plastic bottles are the biggest pollutants in the waterways

Motion to adjourn at 7:50 – so moved

Prepared by: Barb Baird

