

**Minutes of the CVSWMD Board and Executive Board of Supervisors**

**– All members and others participated electronically – warned and held in keeping with the Open Meeting Law during COVID-19**

Commented [BB1]:

**September 2, 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>4/20</b>	<b>5/20</b>	<b>6/20</b>	<b>9/20</b>
Micheli, S.	Barre City	X	X	X	
Ahearn W. (alt)	Barre City				
Thumm, F.	Barre Town	X		X	X
Mitchell, J. (alt)	Barre Town				
Levin, M.	Berlin	X	X	X	X
Vacant	Bradford				
Powell, B.	Calais	X	X	X	x
Brabant, J. (alt)	Calais				
Vacant	Chelsea				
Vacant	Duxbury				
Stanton, A.	E. Montpelier		X		X
Nunez T.	Fairlee	X	X	X	X
Cornish, S.	Hardwick	X	X	X	X
Fielder, S. (alt)	Hardwick				
Krauth, A.	Middlesex			X	
Barlow-Casey, D	Montpelier	X	X	X	X
Cattaneo, L.	Orange	X	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	X
Covey, F (alt)	Williamstown				
Nold-Laurendeau, J.	Woodbury		X	X	x

Other in attendance - Cathleen Gent, Brenna Toman, John Jose, Barb Baird --District Staff

Barb Baird conducted a roll call electronically.

Call to order (1)

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

Agenda Revisions (2)

Cathleen Gent asked to add a SWIP update-to be 9b.

Public comment period and announcements (3)

None – no one from public.

Consent Agenda (4)

- a. Adopt the meeting minutes of the Board of Supervisors June 3, 2020
- b. Accept meeting minutes of the Executive Board July 16 and August 18, 2020
- c. Accept the minutes of committee meeting and hear committee reports:
  - Program Oversight Committee – June 3, July 1 and August 1, 2020*
  - Program Oversight and Financial Oversight joint meeting – August 20, 2020*
  - Grants Committee – None*
  - Ad Hoc Facility Committee – June 25 and August 27, 2020*

**Ann Stanton moved to accept the consent agenda. The motion was seconded and passed unanimously.**

Review Board Calendar for FY 21 (5)

Cathleen Gent brought the calendar to the Board's attention.

FY 21 Program Plan revisions (6)

- a. School Zero Waste Program

John Jose gave updates to the school plan with changes due to Covid -19. Changes include pre-recorded programming webinars for solid waste management. Also students will generally be eating in classrooms in schools. As a result, the State has allotted 3,000 buckets for classrooms. CVSWMD has buckets to donate as well.

**Matt Levin moved to accept the revised School Program plan. The motion was seconded and passed unanimously.**

- b. Special Collections Program

Brenna Toman discussed the HHW collection program, the HHW facility project, asphalt shingles and the MSP grant offered by CVSWMD.

**Peter Carbee moved to accept the revised the Special Collections program plan. The motion was seconded and passed unanimously.**

FY 20 Financial Audit – Retain Telling & Hillman (7)

Cathleen Gent explained that the FOC recommended that the Board extend the Telling and Hillman contract for one year.

**Peter Carbee moved to extend the Telling & Hillman financial auditor contract for FY20 not to exceed \$9,200. The motion was seconded and passed unanimously.**

FY 20 Financials – Review (8)

Cathleen Gent went over the profit and loss report in the packet and the Board discussed finances for the last part of the fiscal year.

HHW Facility – General update (9)

Brenna Toman discussed the grant from ANR and went over the revised budget with the group. Staff and the ad hoc facility committee are working on property searches and outreach to communities – Cathleen Gent has met with most Selectboards. All staff and Board members are requested to send any media inquiries to Cathleen Gent to ensure consistent messaging.

SWIP update (b)

Brenna Toman explained that she received comments from ANR regarding CVSWMD's draft 2020 SWIP s – nothing substantive – and staff will update the language due October 1. There will then be 2 public hearings and adoption in November.

COVID-19 update (10)

Some staff are back in the office every day, some continue to work from home. The office is open to the public by appointment. The ARCC is fully open. CVSWMD is applying for grant funding through the Local Government Expense Reimbursement Grant for certain COVID-19 expenses.

Planning for FY 22 preliminary budget and FY 21 budget adjustments (11)

Cathleen Gent stated that the FY 22 preliminary budget will be ready in October with a FY 21 adjustment to the Board in November or December.

Round Table – (12)

Donna Barlow Casey – the City of Montpelier staff are discussing organic material and she will contact Cathleen to update and seek a training.

Motion to adjourn – 7:45 p.m.

Prepared by:  
Barb Baird