

**Minutes of the CVSWMD Board and Executive Board of Supervisors meeting
 – All members participated via Zoom, 2022
 Draft until approved**

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

Representative	Town	4/22	5/22	6/22	9/22
Ahearn, W.	Barre City				X
Thumm, F.	Barre Town	X	X	X	
Mitchell, J. (alt)	Barre Town				
Levin, M.	Berlin	X	X	X	X
Fegard, C.	Bradford	X	X	X	X
Powell, B.	Calais	X	X	X	
Brabant, J. (alt)	Calais				
Vacant	Chelsea				
Vacant	Duxbury				
Jewett, J.	E. Montpelier	X	X	X	X
Nunez T.	Fairlee	X	X		X
Cornish, S.	Hardwick	X	X	X	X
McDonough, A.	Middlesex	X		X	X
Barlow-Casey, D	Montpelier	X	X		X
Cattaneo, L.	Orange	X		X	X
Holmgren, E. (alt)	Orange				
Ziegler B.	Plainfield	X	X	X	X
Vacant	Tunbridge				
Vacant	Walden				
Carbee, P	Washington	X	X	X	X
Vacant	Williamstown				
Koteas, C	Woodbury		X		

Others in attendance: Lisa Liotta, Erin McCullough, Theron Lay-Sleeper and Barb Baird

Vice Chair Lee Cattaneo called the meeting to order at 6:30 (1)

Agenda Revisions (2)

Bradford Representative, Charen Fegard asked to add an item to be included under item 15.

Public Comments Period and Announcement: Welcome new Barre City Rep Bill Ahearn (3)

The board welcomed Bill Ahearn, the new Barre City representative to the Board.

Consent Agenda (4)

- Adopt minutes of the Board of Supervisors meeting June 1, 2022
- Accept the minutes of Grants Committee meeting June 1, 2022
- Accept the minutes of the Financial Oversight Committee meetings June 28, July 26, August 9, 2022
- Accept minutes of joint Program Oversight and Financial Oversight Committees August 9, 2022
- Accept minutes of Executive Board meetings June 21, July 19, July 26 and August 16 2022
- Accept minutes of joint Executive Board and Facilities Committee meeting August 16, 2022

Peter Carbee moved to accept the consent agenda. The motion was seconded and passed unanimously.

Resolution for Brenna Toman (5)

Lisa Liotta read the following resolution for Brenna Toman:

IN APPRECIATION

WHEREAS, the Central Vermont Solid Waste Management District wishes to note and honor the contributions made by Brenna Toman from the early days of the School Zero Waste program, then transitioning to Planning Analyst in 2020, then Operations Manager/General Manager in 2021; and

WHEREAS, Brenna became an integral team member who advanced the mission and work of the ARCC and the District; and

WHEREAS, Brenna was dedicated to promoting zero-waste principles to our youth in K-12 schools and co-developed the program since its inception;

WHEREAS, Brenna was instrumental in helping to move the HHW Facility project forward since CVSWMD was awarded an infrastructure grant from the Agency of Natural Resources;

WHEREAS, Brenna embraced learning all aspects of the many materials received at the ARCC including extended producer responsibility guidelines

and special handling and processing procedures and became a subject-matter expert; and

WHEREAS, Brenna provided a wealth of information to both staff and the public regarding recycling, repurposing and reuse of items; and,

WHEREAS, Brenna was a valued team member who always provided excellent customer service for CVSWMD's residents and cheered her team to success;

WHEREAS, Brenna assisted with training and onboarding new staff members to help ensure their continued success in many different positions; and

WHEREAS, Brenna cared about the work of the District, its residents, her teammates, was kind to everyone, and remained calm under pressure;

WE, the BOARD OF SUPERVISORS for the CVSWMD express our appreciation for his dedicated service through adoption of this RESOLUTION and wish her success in all her future endeavors.

Fred Thumm, CVSWMD -- Chairperson – September 7, 2022

Donna Barlow Casey moved to adopt the resolution. The motion was seconded and passed unanimously.

The Board wished Brenna Toman the best of luck and thanked her for all her hard work.

Staffing Update (6)

Lisa Liotta gave a brief update on staffing and open positions.

Financial Statements Approval FY22 (unaudited) (7)

Lisa Liotta stated that the surplus in the budget is due to having lost staff and there being a lower expense in Household Hazardous Waste collections.

Peter Carbee motioned to accept the financial statements as presented. The motion was seconded and passed unanimously.

Review Board Calendar (8)

Lisa Liotta reviewed the updated calendar in the board packet.

CVSMWD Policy #9303 – Executive Board meeting schedule (9)

Lisa Liotta explained the timing issue with wording in the policy.

Peter Carbee moved to amend policy #9303 to strike the requirement that the Executive Board shall meet 10 days before each regularly scheduled meeting of the Board of Supervisors. The motion was seconded and passed unanimously.

Preliminary FY24 draft operating and capital budgets (10)

Lisa Liotta went over the draft budget in the packet and answered questions.

Peter Carbee moved to approve the draft preliminary FY24 operating and capital budgets. The motion was seconded and passed unanimously.

Establish date of October public hearing on FY24 preliminary operating and capital budget; per-capita rate; surcharge, administrative and hauler licensing fees (11)

Peter Carbee moved to establish a public hearing on CVSWMD's draft FY24 preliminary and capital budget on Tuesday October 25, 2022 at 4:00 p.m. via Zoom with the physical location designated as the conference room at the District office – 137 Barre St, Montpelier. The motion was seconded and passed unanimously.

HHW Facility Update (12)

Lisa Liotta went over the background, funding and work on the project to date.

At 7:25 Jon Jewett moved to find that premature general knowledge would place the public body involved at a substantial disadvantage related to negotiating or securing of real estate purchase or lease options and to enter into Executive Session. The motion was seconded and passed unanimously.

The Board exited Executive Session at 8:10.

Peter Carbee moved that the Board:

- **Authorize the Executive Board to review and approve a legal agreement to be entered into between the District and Landowner;**
- **Direct staff to enter into a legal agreement with landowner, with appropriate conditions for purchase that include pending commercial appraisal and agreed-upon sales price;**
- **Direct staff to obtain a commercial property appraisal;**
- **Direct staff to negotiate a purchase price for the property and bring a Purchase and Sale Agreement with any necessary contingencies back to the Board of Supervisors for review and approval.**

The motion was seconded and passed unanimously.

RFP Legal Services (13)

The Executive Board, at their August meeting, recommended that the full Board direct staff at the September meeting to prepare an RFP for legal services.

Peter Carbee shared that due to staffing issues and focus on the HHW facility, issues that are not paramount should be delayed and that board members who can step up with help, should.

Carbee moved to table the RFP for legal services to the February 2023 Board meeting. The motion was seconded and passed unanimously.

OWRRP grant application – Pedals for Progress (14)

The Grants Committee recommends that the full Board award the requested amount.

Matt Levin moved that the Board award Pedals for Progress the amount of \$348.70 for a truck rental and fuel purchase to use at their September event. The motion was seconded and passed unanimously.

Other Old or New business (15)

Bradford Representative, Charen Fegard shared a letter of complaint from Gary Moore of Bradford. The letter expressed his disapproval of a \$20 fee at the CVSWMD Household Hazardous Waste collections and that the organization encourages neighbors to combine their loads which he thinks is dangerous. Lisa Liotta explained the high cost to the District for Hazardous Waste materials collected including that the average per car cost at the 2022 Bradford collections was \$449. Also due to the amount of cars coming to events, determining individual costs at an item-by-item basis is not feasible. The District stopped encouraging the combining of loads.

Donna Barlow Casey announced that she is retiring from the City of Montpelier and is not a resident so they will be searching for her replacement. She has agreed to stay on until one is found.

Adjourn (16)

Motion to adjourn at 8:45.

Prepared by:

Barb Baird