

MINUTES  
SPECIAL MEETING OF  
THE EXECUTIVE BOARD OF SUPERVISORS  
August 4, 2021, at 3:00pm

Web Conference Link posted on the District website, [www.rcswd.com](http://www.rcswd.com),  
and the District Facebook page for public attendance.

MEMBERS PRESENT:

Castleton: Tim Gilbert  
Ira: Larry Taggart

Mendon: Susannah Loffredo  
Proctor: Carrie Covey  
Rutland City: Bill Gilliam

OTHERS PRESENT:

Mark Shea, RCSWD Manager,

Daniel Hofman, Program Manager

1. CALL EXECUTIVE BOARD MEETING TO ORDER

Mr. Taggart called the video/phone conference call meeting to order at 3:00 pm.

2. RCSWD Management Plans for Recertification 2021

Chairman Taggart asked the E-Board if they had any questions regarding the revised draft Management plan for the 2021 recertification. Larry stated that the board had this for a time and had opportunity to get back to the manager for updates, corrections, etc. and no one had change items at this time. Mr. Hofman provided a summary of what this document is. He briefly went through the major chapters within it. Mr. Gilliam ask if the material requirements and amounts within this document protected the district and brings us in compliance with the State. Mr. Hofman indicated that it does a better job and discussed that we will working with the State to get this approved. We will keep the Board informed as this progresses.

**Ms. Covey moved to approve this document as presented. Mr. Gillam provided the second. The motion passed unanimously via a roll call vote.** The meeting adjourned at 3:10pm.

3. Executive Session: I V.S.A. § 313(f) Legal

**Ms. Loffredo moved to adjourn and then go into executive session *I V.S.A. § 313(f) Legal correspondence*; with the E-Board, Mr. Shea, and Mr. Giles; and then reopen in public session. to continue the same meeting. Mr. Gilliam provided the second. The motion passed unanimously via a roll call vote.** The executive session adjourned at 3:28pm.

4. RCSWD Personnel Policy

Chairman Taggart asked the E-Board if they had any questions regarding the revised draft Personnel Policy. Since our last meeting, the VLCT has been able to review the initial draft document. The document that VLCT made changes on was also included. The main document being discussed included the changes. Several typos, and phrases were then revised by Board members.

**Mr. Gilbert moved to send the updated document to the District Lawyer of his opinion. Mr. Gilliam provided the second. The motion passed unanimously via a roll call vote.**

5. Adjournment

**Ms. Loffredo moved to adjourn. Mr. Gilliam provided the second. The motion passed unanimously via a roll call vote.** Adjourned at 3:48pm.

Respectful submitted,

Mark Shea, District Manager  
8/5/2021

DRAFT