

MEMORANDUM

TO: Board of Commissioners
FROM: Sarah Reeves
DATE: May 15, 2020
RE: Executive Director Update

PAST

- I reviewed the potential for CSWD accessing the federal SBA emergency loan program, however municipal entities were not eligible.

PRESENT

- I hired Nola Ricci as Director of Finance. Nola is a native Vermonter, currently residing in Florida. Her most recent experience was as the CFO for Mays Holding, overseeing corporate accounting, project planning, and strategic financial planning. She brings vast experience in QuickBooks and accounting system implementation. Nola begins work on May 18 and will be working remotely until we are all back in the office.
- The Facility Reopening Plan was distributed to the Board on May 11. The Essex DOC reopens on May 16. We will be closely monitoring the effect of the reopening on traffic counts at the Williston DOC. Reductions in traffic at WDOC will allow us to begin to expand the range of materials accepted there.
- The Environmental Depot reopens for residential material on May 20. The Depot is implementing an online appointment system for residential materials so as to be able to meter customers through safely and allow for safe physical distancing.
- Administrative staff will continue to work remotely for the duration of the state of emergency, now extended to June 15.

FUTURE

- June: Selectboard and Council presentations of the CSWD FY21 budget are being scheduled.