

Otter Creek Watershed Insect Control District
Board of Trustees
Meeting of May 13, 2026
Unapproved Minutes

Attendance:

Board: Wayne Rausenberger, Bruce Baccei, Albert Wenta, Tom Hogan, Jeff Whiting, Doug Perkins, Robbie Devold, Ben Lawton, Steve Belcher. On Zoom: Adam Fasoli

Other: John Capen, OCW.

The meeting was called to order with a quorum, all towns represented. In the absence of Jeff Schumann, Jeff Whiting took the Chair.

The Agenda was adopted.

The Unapproved Minutes of the April 8 meeting had been circulated with a proposed amendment by Jeff Whiting; Doug Perkins also proposed changes. The Minutes were adopted as amended.

The Treasurer had emailed the current bank balances before the meeting:

Operations Checking	81,563.58
Capital Improve & Equip Replace	23,988.48
Audit / Legal Account	10,914.26
Total cash on hand	116,466.32
Current FY-26 grant balance	23,084.39

New debit cards linked to the Operations Checking Account have been issued to John Capen, Richard Donnelly, Kylea Benoit-Primus and Doug Perkins.

He reported receipt of the truck magnets and that the Workman's Compensation insurance policy had been signed; the price of \$4,834 is better than previous years. Other insurance renewal work is underway. The transition from desktop QuickBooks to online QuickBooks is underway; payroll direct-deposit is working very well. Because the payroll function in QuickBooks Online separates wages from other expenses, the OCW 2026 budget has to be modified to track wages and other expenses separately. A copy of the revised budget was distributed to all Board members present.

The Book-keeper's costs are estimates to be \$1,000 per quarter, which matches the 2026 Budget. The new software generated an invoice for grant reimbursement in a format that Patti Casey that she found easy to understand.

The question of Trustee stipends requires attention and perhaps re-allocation of funds since the Board voted compensation for district officers for their work between 15 and 30 hours per month. . Wayne Rausenberger moved that officer compensation should be charged against the

Operations Coordinator expense category. His motion carried by unanimous consent.

Permitting Committee

Jeff Whiting reported that the Adulticiding Permit had been received and sent out. The District's request that private roads with two or more addresses be exempted from the requirement for written permission was approved; they will be handled on an 'opt-out' (i.e. no-spray request) basis.

On the larvicide permit, Wayne Rausenberger had a number of questions about District compliance with specific provisions. Other technical questions were raised.

Finance Committee

No meeting yet.

Audit Committee

Albert Wenta had sent out a draft proposal for financial controls in March, but did not attend the April meeting; he distributed copies of the proposal for future consideration. Jeff Whiting raised the question of where the responsibility for computer security should lie.

PR Committee

Steve Belcher had nothing to report; it was noted that some word should be put out about no-spray procedures. There was some discussion of the permission forms proposed as a joint document with the OCW and Lemon Fair. The Larvicide Coordinators are obtaining written property-owner permissions as they visit sites to learn where to place traps.

Executive Committee

No action

Ad Hoc Policy Committee

Steve Belcher presented a draft proposal as a framework for Board policies; the final document would be a compilation including items such as Albert Wenta's financial controls, prior documents on protocols for drivers, no-spray policy, and other aspects of Board activity.

Old Business: Office of Treasurer

Doug Perkins agreed to remain in office for the rest of the year. His election was approved by unanimous consent.

The meeting was adjourned at 8:07 pm

Stephen Belcher
Secretary