

**Meeting of the
FACILITY COMMITTEE**
Of the Central Vermont Solid Waste Management District
At 137 Barre Street, Montpelier VT
Thursday, October 8, 2015

Minutes

- 1) **Convene meeting:** Chrissy Bellmyer convened the meeting at 5:35 PM with Fred Thumm, Lee Cattaneo, Steve Micheli, Leesa Stewart, and Carl Witke attending. Cathleen Gent took notes.
- 2) **Agenda Revisions:** There were no agenda revisions.
- 3) **Approval of the minutes of the August 13 Meeting:** Fred Thumm made a motion to approve the minutes, with Leesa Stewart seconding the motion. The minutes were approved with no changes.
- 4) **General Update Regarding Facility Planning:** Cathleen Gent briefly reviewed the general update memo to the CVSWMD Board of Supervisors. She reviewed the dates and logistical details for three upcoming discussion groups regarding the potential facility.
- 5) **Discussion Regarding GBA Report:** Cathleen Gent distributed the final architectural and engineering report by Gossens Bachman Associates. Committee members generally thought that the facility site layout is good conceptually. Options for a smaller scale and less costly project were discussed. Committee members reviewed the report contents and agreed to send any suggested edits to Cathleen Gent by October 15, so that she can get a final version of the report from GBA for general distribution. The committee asked staff to review costs and projected revenues for each project element to offset public financing and/or ongoing operational expenses.

The Facility Committee then discussed the timeframe for completing the Facility Business Plan. Given that the GBA report was just received, the discussion groups and social media survey are still taking place, and the Facility Staff Working Group is still working on recommendations, the idea was posed that the timeline be revised for completing the business plan and the Board discussion and review. There was consensus that a decision needs to be made in enough time that BOS members can begin communicating with member towns at town meeting in March 2016. After discussing options, Leesa Stewart made a motion, seconded by Lee Cattaneo, to recommend to the Executive Board that the November Board retreat be cancelled and that each committee of the Board discuss the Facility Business Plan during the month of November. That schedule would include presenting the Board of Supervisors with the Facility Business Plan during the December 2 meeting. The motion was approved unanimously. The committee agreed that the December BOS meeting should begin earlier than usual and that dinner and dessert should be provided.

- 6) **Property Search:** The committee reviewed the updated property summary tracking sheet. The committee discussed a potential site for a facility in Berlin. Cathleen Gent also provided an update about the old farm on route 14S. Staff were requested to add the potential Berlin site to the property summary tracking sheet and to bring forward that site to the Executive Board for its next meeting.
- 7) **Adjourn:** Lee Cattaneo made a motion to adjourn, seconded by Fred Thumm, at 7 PM.