

## Approved Minutes

CVSWMD Program Oversight Committee (POC)

CVSWMD Offices – 137 Barre Street

Wednesday, August 6, 2014

1. Convene meeting: Lee Cattaneo convened the meeting at 5:06 PM with committee members Gerhard Postpischil and Ellen Gershun attending, along with Laura Zeisel (board member), Leesa Stewart (General Manager), and Cathleen Gent (Planning Analyst). Cathleen Gent took notes.
2. Approve Minutes from July meeting: Ellen Gershun made a motion to approve the minutes of the July 2nd meeting, seconded by Gerhard Postpischil. No changes were offered and the minutes were approved. Ellen Gershun abstained.
3. CVSWMD Survey of Municipalities: Planning for Recycling Containers in Public Places  
Committee members and Laura Zeisel discussed the survey results and options for CVSWMD to assist municipalities in preparing to meet the Act 148 requirement for adding recycling containers in public places where trash containers are located. Motion by Ellen Gershun, seconded by Gerhard Postpischil, that Leesa Stewart formally ask ANR in writing to coordinate a state bulk purchase of recycling containers. The motion passed unanimously. The POC also requested that staff set up a drop-dead date for municipalities to indicate their interest in participating in the program, once the logistics are known. The POC also made the following recommendations to the FOC:
  - That CVSWMD fund or charge municipalities the amount of \$50/container (based on Leesa Stewart's information that the current expense for a container is \$48), noting there should be an option to provide the dollar equivalent per container to those municipalities that have design requirements for outdoor recycling containers.
  - That any funding support reflect a per capita approach for municipalities, to eliminate inequities in distributing funds for containers.Leesa Stewart discussed potential approaches for revising the FY15 budget for the purpose of purchasing containers or providing funding. Leesa stated that, due to delays in reporting and receipts from the District's larger haulers, she has not been able to close out FY14 and is not able to report on the availability of funds that might be allocated to purchasing containers.
4. New Facility
  - Evaluative Criteria Matrix Tool – Cathleen Gent briefly explained the latest updates to the matrix tool, based on additional work by the facility staff working group. The POC discussed the weighting factors and criteria. There was consensus that, although it is subjective, the matrix tool provides a uniform mechanism for framing discussions about what materials/functions the facility should include.
  - Siting Planning Considerations – The POC made several changes to the list of considerations, including moving accessibility to the top of the list, revising permitting factors to “A site that appears consistent with criteria in state and local regulations,” and language to clarify specific items. A note will be added at the bottom: “In the future, CVSWMD may consider expanding the facility into a multiple purpose mixed use, for rent-generating businesses and organizations which will draw more members of the public to the facility.”
  - General Project Work Plan – The POC reviewed the work plan and made recommendations for changes. At the September POC meeting, the committee will prepare its recommendations to the Board regarding facility materials and design elements and will review a revised general project work plan.
5. CVSWMD SWIP – Cathleen Gent and Leesa Stewart described the CVSWMD SWIP history and the framework for the draft SWIP, in terms of meeting Act 148 performance standards and the SWIP templates. The POC came to consensus about the following: 1) the SWIP should continue to be framed around the zero waste concept; 2) CVSWMD's SWIP should go beyond the Vermont MMP zero waste components. At the next meeting, the POC will review the Vermont MMP, will talk about any additions needed to the SWIP to meet the Vermont MMP, and will decide whether to expand upon the SWIP vision, mission, and guiding principles. In addition, POC members will email Cathleen Gent with any minor edits to the SWIP August 1<sup>st</sup> draft.
6. Next meeting – The next meeting is on Wednesday, September 3rd from 5 to 6:15 PM.
7. Adjourn – Motion by Ellen Gershun to adjourn, at 6:40 PM, seconded by Gerhard Postpischil. So voted.