



Convene meeting: Chair Lee Cattaneo convened the meeting at 5:03 PM with committee members Ellen Cheney, Gerhard Postpischil, and Gabrielle Malina. Cassandra Hemenway and Cathleen Gent (Planning Analyst) also attended. Cathleen Gent took minutes.

1. **Approve Meeting Minutes –November 7:** *Motion made by Ellen Cheney, seconded by Gabrielle Malina, to approve the minutes. Voting in favor: Unanimous.*
2. **Pricing for Retail Cart Materials**
Cassandra Hemenway recapped her memo and the FY19 Outreach Plan which discusses the retail cart, materials, and plan details already approved by the Board of Supervisors. She then explained the proposed pricing for specific retail cart materials and the overall approach to pricing, based on the CVSWMD Financial Policy which sets a range for mark-up pricing plus Vermont sales tax. One Vermont firm did not allow variation from the Manufacturer Approved Pricing. Because that firm is located in Vermont and offers a good product, staff are requesting an exemption from the pricing policy. In addition, Lee Cattaneo asked staff to look into whether the sales tax can be rolled into the price and Cathleen Gent said staff will look into that for annual pricing changes. In the meantime, the current practice of charging the sales tax within the product will continue, with CVSWMD paying quarterly sales tax payments to the Tax Department. *Motion to approve the pricing for retail cart materials made by Gabrielle Malina, seconded by Ellen Cheney, with the following amendment: Chico bags – Snack Time rePETe-3 color set = \$11.00; BeesWrap Lunch Pack=\$22.26; BeesWrap 3 assorted=\$19.08. Voting in favor: Unanimous.* Cassandra Hemenway left the meeting at this time.
3. **Special Collections and Schools - Bulbs** – Cathleen Gent reviewed the packet memo and explained the background for the disposal of bulbs in schools and expanding the Special Collections program for schools and libraries. The POC discussed possible options for CVSWMD supporting schools in proper bulb handling and recycling. Cathleen Gent also recapped an email from Board member Peter Carbee on the topic. POC members agreed that a time-limited grant fund (like Green Up Day grants) is worthwhile exploring further, in conjunction with helping schools access resources for LED fixtures. Staff will bring a more detailed proposal to the next staff meeting, based on further work by the staff working group and will reach out to utilities and Efficiency Vermont.
4. **2019 Hauler Licensing** – Cathleen Gent reviewed the packet memo. Following a discussion about unit-based pricing and the hauler licensing packets, the POC requested that, during 2019, staff do education and technical assistance with collection sites, i.e., fast trash haulers and transfer stations (if needed), to post their fees. This assistance will include posters, language template and fact sheets with examples.
5. POC FY19 Work Plan Status – The POC reviewed the FY19 work plan, updated as of January 4, 2019. One item was removed (Public contracts procedures), one item was added (SWIP – new plan for 2020) and one item was modified (Municipal Services Program). Staff will also review circular-type calendars. *Motion made by Gabriella Malina, seconded by Ellen Cheney, to approve the POC FY19 work plan as revised. Voting in favor: Unanimous.*
6. **Adjournment** –*The POC adjourned at 6:26PM.*

Respectfully submitted by Cathleen Gent