

Minutes

CVSWMD Program Oversight Committee (POC)

Central Vermont Solid Waste Management District – 137 Barre Street, Montpelier, VT

Wednesday, July 6, 2016

1. Convene meeting: Chair Lee Cattaneo convened the meeting at 5:15 PM with committee members Gerhard Postpischil and Claire Wheeler (by phone). Other attendees included Cathleen Gent (Planning Analyst) and Bruce Westcott (General Manager). Cathleen Gent took notes.
2. Approve Meeting Minutes – June 1: *Claire Wheeler made a motion to approve the minutes, seconded by Gerhard Postpischil. The motion passed unanimously.*
3. Ordinance Enforcement General Discussion: The POC reviewed the materials related to ordinance enforcement and discussed, in general terms, staff responsibilities for enforcement, municipalities handling tire and other types of dumping, enforcement of CVSWMD ordinances versus state laws, the Grant Committee initiatives for grant funding to help municipalities handle illegal dumping, etc. The POC requested that staff prepare information for the next POC meeting:
 - a. List of various levels of violations and catalog the number of violations events under each type
 - b. A copy of Policy #1601 – Education and Enforcement Activity Procedures – which was adopted by the Board of Supervisors in May.
 - c. ANR’s responsibilities with respect to ACT 148 violations and the role of the state’s attorneys and sheriff’s offices with respect to enforcement.
4. Update Regarding Post-Facility/Planning for Specific Services – The POC reviewed Cathleen Gent’s memo dated June 17, 2016 on this topic. In response to a question, Cathleen Gent explained that Selectboard members or senior municipal staff will be invited to participate in the municipal advisory committee and noted that CVSWMD Board members will not participate on the advisory committee. The POC discussed the EB’s request that the POC play a role in the project planning work and agreed that they would like to provide input to the Executive Board about concepts or plans in advance of Executive Board meetings. The POC did not offer any specific immediate input for the Executive Board about the project.

Gerhard Postpischil brought up Casella’s management of the Bradford recycling center, which began recently. Their prices are not incremental and the posted sign does not have the correct prices. Cathleen Gent pointed out that the Town of Bradford agreed with a three-month extension request during which time Casella is assessing the costs, volumes and revenues raised at the site. There may be price changes at the end of the extension period. Cathleen Gent said she did not believe that a Notice of Violation was sent to Casella’s and will check with Leesa Stewart about that.
5. POC Fiscal Year Calendar and Work Plan: The POC reviewed the June 1, 2016 version of the draft FY17 POC Work Plan. The POC discussed several changes to the work plan:
 - Under SP3 – Mission Statement, add language about “creating a plan for strategic planning.”
 - Under SP5 – Public Contractors Procedures Document - changed the meeting dates from “October 2016 to January 2017” to “January 2017.” Lee Cattaneo said that he would like to review the draft version that intern Hillary Gilmore completed and then bring the draft document to the POC early next year. Bruce Westcott pointed out that the procedures document would be of some value in preparing a Request for Proposals that may be issued soon. Lee indicated that the procedures document will not be ready in the short term.

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- Under SP4 – Strategic Planning – added clarifying language that the strategic planning work will involve looking at feedback from municipalities for CVSWMD’s short-term programming and then look at where the organization wants to be in 5 to 10 years.
Cathleen Gent will finalize the FY17 POC Work Plan with those changes.

Lee Cattaneo asked POC members if they have any specific comments about the track changes version of the CVSWMD charter, which was last worked on approximately 2 years ago, or the proposed new section detailing the General Manager’s responsibilities. POC members had questions about: 1) the inconsistent use of certain terms, such as resource management, resource recovery, and solid waste management; 2) the specificity of language in certain sections, including the General Manager responsibilities section and the procedures for adopting ordinances, rules and regulations. Having the specific language may require changes more often, thus requiring that the legislature approve charter changes more frequently; 3) need for an explanation as to why Section 403-21 was removed; 4) why definitions are near the back - consider moving the definitions section toward the top of the document. Bruce Westcott will obtain an annotated version of the document with comments about the changes, perhaps from Leesa Stewart, in advance of the next POC meeting. Staff will bring a revised version of the draft to the next POC meeting.

6. Adjournment – *Claire Wheeler made a motion to adjourn at 6:12 PM, seconded by Gerhard Postpischil. The meeting adjourned at that time.*