

**Meeting of the
FACILITY COMMITTEE**
Of the Central Vermont Solid Waste Management District
At 137 Barre Street, Montpelier VT
Wednesday, August 20, 2014

Approved minutes

- 1) **Convene meeting:** Peter Anthony convened the meeting at 5:40 PM. In attendance: Lee Cattaneo, Leesa Stewart, Carl Witke, Fred Thumm, and Cathleen Gent (committee staff). Absent: Mia Moore, Steve Micheli. Cathleen Gent took the minutes.
- 2) **Program Evaluative Criteria Matrix:** Gent provided an overview of the program evaluative criteria matrix categories and point system, the staff working group scoring for the facility elements, and the staff recommendations for materials priorities. Lee Cattaneo pointed out that the POC has reviewed the matrix, but has not yet established priorities. Committee members reviewed the matrix and discussed details about how the scoring was done and the background information for specific items. The committee discussed mandated recyclables, food scraps, leaf and yard waste, clean wood, C&D materials, and certain ARCC materials with respect to cost, potential income, public demand, and current hauling services. Leesa Stewart mentioned that the Infrastructure Advisory Committee has met and there will likely be activity this fall to seek legislative funding to implement Act 148. Peter Anthony asked that the \$35/ton value for food scraps be revised to make it clear that is an expense and not income. The committee had no other changes to the matrix and agreed it provides a good vehicle for the decision-making process. The committee asked Cathleen Gent to gather more information about the cost and space requirements for each item as well as to identify which materials would fall to the district to collect and manage if there are no other area services for the materials. Cathleen will seek input from the facility staff working group in gathering the information. The committee agreed to do a final prioritization of facility materials by October, in advance of the November board meeting.
- 3) **Approval of the minutes of the June 18 Meeting:** Motion by Leesa Stewart, seconded by Fred Thumm, to approve the minutes. No changes were offered and the minutes were approved.
- 4) **Current Status of ARCC Punch List:** The Facility Committee reviewed the punch list. Peter Anthony thanked Carl Witke for preparing the list and Carl confirmed that he will address the punch list items as part of the facility oversight.
- 5) **General Siting Considerations for New Facility:** Lee Cattaneo said that the POC has reviewed the general siting considerations and that the list is prioritized, i.e. accessibility (which is listed at the top) is the number 1 priority. The Facility Committee decided to move the third item – regarding the smaller satellite facilities – to a “future considerations” category. The committee discussed each item and no other changes were made.
- 6) **Facility General Project Work Plan:** Gent pointed out this document is a work in progress and invited committee members to submit any changes to the document. Lee Cattaneo asked for one change to be made. The committee agreed that this document provides a good road map for a time frame and the needed tasks for getting a new facility operational.
- 7) **Next steps in setting recommendations for CVSWMD Board:** Fred Thumm requested that Cathleen Gent provide the Board with an update about the facility during the September Board meeting. He asked that copies of the minutes and the draft general project work plan be provided. Peter Anthony suggested that one option is that the Facility Committee make its recommendations about a new facility to the POC and that the POC then present recommendations to the Board. No final decision about that approach was made. Cathleen Gent will follow up with the POC. A final presentation to the Board will be done in November. Also, Fred Thumm will follow up as to the status of the Lylehaven farm subdivision.
- 8) **Adjourn:** Motion by Fred Thumm, seconded by Carl Witke, to adjourn. The meeting adjourned at 7:12 pm.