

Approved Minutes

CVSWMD Program Oversight Committee (POC)

Central Vermont Chamber of Commerce office

Wednesday, October 1, 2014

1. Convene meeting: Lee Cattaneo convened the meeting at 5:03 PM with committee members Gerhard Postpischil, Anita Krauth, and Ellen Gershun attending, along with Mia Moore (board member), Leesa Stewart (General Manager), Cathleen Gent (Planning Analyst), Peter Anthony (Facility Committee), Carl Witke (Facility Committee), Chrissy Bellmyer (Facility Committee). Cathleen Gent took notes.
2. Approve Minutes from September meeting: Anita Krauth made a motion to approve the minutes of the September 3rd meeting, seconded by Ellen Gershun. No changes were offered and the minutes were approved.
3. New Facility
 - Decision-making process – Cathleen Gent said the next step in the process is for the POC and FOC to meet together. Leesa Stewart said that the FOC is interested in the joint meeting with the POC and that the FOC will be most interested in looking at costs, income, and a financing mechanism for the facility. Peter Anthony added that the challenge will be how to finance the whole package and what to give up if not everything can be accommodated. He said that the POC is expected to bring forward its recommendations for what should be included in a new facility.
 - General considerations, cost, and space requirements for facility and compost facility – Cathleen Gent provided an overview about the information contained in the meeting packet documents. The POC discussed the concept of having one versus multiple locations for a facility and agreed that a compost facility should not be in the same location because: 1) the POC wants a drop off facility for the public to be located in a larger population area to allow for greater convenience; 2) the cost of land would be lower for a compost facility out of town; 3) any odors or other impacts would be less problematic in a less populated area. Lee Cattaneo pointed out that the CVSWMD business office will remain where it is in Montpelier. POC members agreed that compost hauling trucks should be located at the compost facility. The committee then discussed pros and cons of CVSWMD running a composting facility. There was general concern about there being only one compost facility in the region, especially because Vermont Compost takes unbagged, source separate food scraps only and there should be an industrial scale operation to take biodegradable bags, coffee cups, etc. Ellen Gershun asked why CVSWMD would want to haul if there are other haulers in the region, especially if it's a money losing proposition. In response to that, there was discussion about Act 148 and the extent to which CVSWMD needs to take the regional lead. Leesa Stewart and Peter Anthony provided information about a proposal from a private hauler to take over the CVSWMD food scrap hauling route. Leesa Stewart said the Executive Board will review that proposal. Mia Moore asked if CVSWMD might want to be the organics entity for the region, using a franchise system. Chrissy Bellmyer suggested organics hauling should be viewed as a business and charge appropriately if there is no subsidy. In looking at the general considerations, cost and space requirements document, the only items that were not included in the POC priorities via the program matrix (discussed at previous meetings) were the ARCC Textiles, Books, Propane Tank Holders and Pellet Bags categories along with ARCC miscellaneous (packaging/ bags, lids, tooth care products, etc.). Those represent about 750 square feet. There was general consensus that some items (like the E-waste) can be stored in shipping containers and the size of the building can be reduced accordingly.

The POC decided to recommend to the FOC the following elements for a facility. The POC emphasized that that Category 1 is considered the minimum needed for a new facility.

Category 1 – Minimum Recommended

- Mandated recyclables
- Corrugated cardboard
- Household Hazardous Waste
- Clean wood
- C&D
- E-Waste and small E-waste
- Leaf and yard waste

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- Collection and processing (chip and ship)
- Food waste collection
- Trucks

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| Two separate buildings: one for public drop off and one for the trucks – if there is not a separate compost facility |
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Category 2 – Expanded

- Items from Category 1 (Minimum Recommended)
- Boutique ARCC items - textiles, books, propane tank holders, pellet bags, packaging/ bags, etc.

Category 3 – Compost

- Items from Category 1 (Minimum Recommended)
- Items from Category 2 (Expanded)
- Compost processing facility
- Leaf and yard waste expanded processing area (use for making compost)
- Building for trucks

The POC asked Cathleen Gent and staff to prepare revised information about the square footage numbers (reducing those where possible), the land area, costs, staffing costs, and separate buildings.

Leesa Stewart also discussed the Vermont Infrastructure Advisory Committee, which is looking at what districts could do with state funds to build capacity to meet Act 148 requirements, noting that the state often provides funds for capital, not for operating budgets.

- Set date for joint POC/FOC meeting – POC members agreed to the October 27th meeting date.
4. ARCC Five-Year Plan – The POC reviewed the ARCC five-year plan elements as well as the mission/goal statements. Lee Cattaneo said that, when he thinks about the ARCC, he is viewing it as a convenient drop-off center for all materials, not just hard to recycle materials. With that in mind, he suggested changing the ARCC mission statement to: *Provide outlet that can expand and adapt as needed for traditional recyclables and non-traditional recyclable materials that further the goal of zero waste, to meet the needs in central Vermont.* The POC will discuss the ARCC five-year plan at a future meeting.
 5. CVSWMD SWIP – Toward Zero Waste description – Paragraph 3, line 5 – change “maximize” to “optimize”. The POC will discuss the SWIP at a future meeting.
 6. Next meeting – The next meeting is a joint meeting with the FOC to discuss the new facility and will take place on October 27th at 6 PM at the ARCC in Barre. Staff will lead a tour of the ARCC at 5:30 PM.
 7. Adjourn – Lee Cattaneo adjourned the meeting at 7:07 PM.