



Convene meeting: Vice-Chair Ellen Cheney (participating by phone) convened the meeting at 5:17 PM with committee members Gerhard Postpischil and Matt Rouleau attending in person. Planning Analyst Cathleen Gent also attended and took minutes.

1. **Approve Meeting Minutes –March 6:** There was not a quorum of persons in attendance of that meeting, therefore, a review of the minutes was tabled.
2. **Organizational Session**
 - a. Appoint chair and vice chair – *Motion made by Matt Rouleau to nominate Lee Cattaneo as chair and Ellen Cheney as vice-chair, and seconded by Gerhard Postpischil. Voting: Cheney (in favor); Postpischil (in favor), Rouleau (in favor).*
 - b. Set meeting day/time – *Motion made by Matt Rouleau for the regular meeting day and time as the first Wednesday of each month, beginning at 5 PM, with no meetings taking place during July, August, or January unless a special meeting is called for particular business. Voting: Cheney (in favor); Postpischil (in favor); Rouleau (in favor).*
 - c. Review POC job description – POC members decided to table this discussion to a later meeting when the chair (Lee Cattaneo) and others can participate.
3. **Annual SWIP Report for 2018** – Cathleen Gent reviewed the purpose of doing annual SWIP reporting to the State of Vermont as part of CVSWMD’s responsibility under the Vermont Materials Management Plan (MMP). She discussed CVSWMD’s response for each item, and answered questions from POC members. In addition, she clarified information for two questions. G1 – Diversion Rate will be revised. R3/O3/H3 – Business Outreach – check off “leaf and yard debris” since we created a flyer in 2018. *Motion by Matt Rouleau, seconded by Gerhard Postpischil, to recommend approval by the Board of Supervisors, with changes as noted. Voting: Cheney (in favor); Postpischil (in favor); Rouleau (in favor).*
4. **Changes to CVSWMD Fee Structure** – Cathleen Gent reviewed the Draft FY2020 CVSWMD Fee Structure changes. She noted several changes: five gallon buckets and lids and five quart buckets and lids will no longer be sold; ionizing smoke detector price will remain at \$5 per unit; information about food scraps being dropped off with other ARCC materials will be moved to the ARCC pricing section. Gerhard Postpischil suggested wording changes to the food scraps only section. *Motion by Matt Rouleau, seconded by Ellen Cheney, to recommend the proposed changes to the full Board of Supervisors. Voting: Cheney (in favor); Postpischil (in favor); Rouleau (in favor).*
5. **Remaining Agenda Items** – The POC decided to table the remaining agenda items to a future meeting. Cathleen Gent noted that the POC will not have its regular May meeting.
6. **Adjournment** –*Motion by Matt Rouleau, seconded by Gerhard Postpischil, to adjourn.* The POC adjourned at 6:17 PM.

Respectfully submitted by Cathleen Gent