



**Convene meeting:** Chair Lee Cattaneo convened the meeting at 5:30 PM with committee member Matt Rouleau in attendance. Board member Ann Stanton, General Manager Cathleen Gent, School Zero Waste Program Coordinator Brenna Toman, and Operations Manager Lisa Liotta also attended. Cathleen Gent took minutes.

1. **Revisions to Agenda** – None
2. **Approve Meeting Minutes –September 4, 2019:** *Matt Rouleau made a motion to approve the minutes of the September 4<sup>th</sup> meeting. There were no proposed changes and the minutes were passed unanimously.*

3. **CVSWMD 2021 Solid Waste Implementation Plan (SWIP)**

Brenna Toman provided an overview of the changes in requirements for the new five-year SWIP, based on the State of Vermont’s revised 2019 Materials Management Plan (MMP).

G1 – Diversion Rates - Lee Cattaneo asked that the Program Plan for Administration incorporate a task to prepare annual diversion rates. He did not recommend adding that to the SWIP.

C2 – CVSWMD must have a collection location in place for asphalt shingles in the region. Cathleen Gent said that staff are aware of this requirement. Matt Rouleau suggested that outreach to contractors be done for both asphalt shingles and drywall recycling.

The POC also discussed other topics including drywall recycling, residuals, and white goods.

*Motion by Matt Rouleau to recommend that the full Board approve the draft SWIP. The motion was seconded by Lee Cattaneo and approved unanimously.*

4. **ARCC Zero Waste Lab Materials** – Lisa Liotta presented highlights from the memo she prepared on the topic. She also described the challenges of managing damaged lithium ion batteries and ballasts at the ARCC. POC members and Ann Stanton posed a number of questions about the proposed Zero Waste Lab materials. *Matt Rouleau made a motion, seconded by Lee Cattaneo, recommending that the full Board accept the proposed additions of damaged lithium batteries and fluorescent light ballasts as Zero Waste Lab materials. The motion passed unanimously.*
5. **Spring Meeting with FOC**– Lee Cattaneo suggested that the joint meeting take place in June.
6. **Adjournment** – Matt Rouleau made a motion to adjourn, seconded by Lee Cattaneo. The meeting adjourned at 6:29 PM.

Respectfully submitted by Cathleen Gent