



**Convene meeting:** Chair Lee Cattaneo convened the meeting at 5:18 PM with committee member Matt Rouleau in attendance. Planning Analyst Brenna Toman, General Manager Cathleen Gent, Operations Manager Lisa Liotta, and Outreach Manager Cassandra Hemenway also attended. Brenna Toman took minutes.

1. **Revisions to Agenda:** Changes to the 2021 Fee Structure was moved up in the agenda.
2. **Approve Meeting Minutes –March 5th, 2020:** *Matt Rouleau made a motion to approve the minutes of the March 5<sup>th</sup> meeting. There were no proposed changes and the minutes were passed unanimously.*
3. **Welcome New Planning Analyst-** The Committee welcomed Brenna Toman as the new Planning Analyst. Brenna has served as our School Zero Waste Coordinator. Brenna has taken over staffing the POC.
4. **Proposed Changes to 2021 Fee Structure**
  - a) **ARCC Items-** Lisa Liotta provided an overview of and rationale for proposed fee increases for bike tires, books, non-covered electronics, and non-program lamps. Lee raised concerns about affordability for households to recycle their materials. Matt recognized the need for ARCC programs to raise fees to maintain financial sustainability. Lisa and Cathleen cited the ARCC Program Plan, which calls for the subsidy for the ARCC to be reduced. Lee suggested that when this topic is brought before the BOS, Lisa provide examples of typical ARCC fees for residential customers. *Matt Rouleau made a motion to bring the discussion to the full Board in June. The motion was seconded by Lee Cattaneo and approved unanimously.*
  - b) **Compost Equipment-** Cassandra Hemenway provided an overview of and rationale for proposed price increases for residential composting equipment based on the District's financial policy. *Matt Rouleau made a motion that the proposal meets the technical provisions for a price change and to bring the discussion to the full Board in June. The motion was seconded by Lee Cattaneo and approved unanimously.*
5. **CVSWMD 2019 Solid Waste Implementation Plan (SWIP) Annual Report-** Brenna Toman provided an overview the Calendar Year 2019 SWIP Report to be submitted to ANR. This report details SWIP related activities performed by the District. Lee commented that the report would be improved by comparing data to previous years, but recognized that staff is bound by ANR's template. *Motion by Matt Rouleau to recommend that the full Board approve the 2019 SWIP Report. The motion was seconded by Lee Cattaneo and approved unanimously.*
6. **CVSWMD 2020 SWIP- Recommended Changes by CVRPC –** Brenna Toman described two changes recommended by the Central Vermont Regional Planning Commission in the Letter of Support for the CVSWMD 2020 SWIP. Cathleen Gent mentioned that one of the three Regional Planning Commissions within the District has not yet provided a LOS, and may request additional changes. *Motion by Matt Rouleau to recommend that the full Board approve the amendments to the CVSWMD 2020 SWIP. The motion was seconded by Lee Cattaneo and approved unanimously.*
7. **ARCC Proposed Item Changes-**
  - a) **CFC Appliances-** Lisa Liotta provided background on promoting CFC appliances from a zero waste lab item to an approved ARCC item. *Matt Rouleau made a motion, seconded by Lee Cattaneo, recommending that the full Board approve the addition of small CFC appliances to the approved ARCC materials list.*
  - b) **Items for Discontinuation-** Cathleen Gent said that the Board has not traditionally had a role in discontinuing items at the ARCC. Lisa Liotta outlined criteria for discontinuing items that she will bring to the full Board for consideration, and included 16 items that are proposed to be discontinued related to reducing exposure to COVID-19, and one item that is too expensive to handle at the same time other Districts accept the item. The POC recommended that the full Board review the criteria for

discontinuing items accepted at the ARCC.

8. **Spring Meeting with FOC**– Cathleen will organize the meeting for June or July.
9. **Adjournment** – Matt Rouleau made a motion to adjourn, seconded by Lee Cattaneo. The meeting adjourned at 6:26 PM.

A handwritten signature in cursive script that reads "Brenna Toman". The letters are fluid and connected, with a prominent initial 'B' and 'T'.

Respectfully submitted by Brenna Toman