



Convene meeting: Chair Lee Cattaneo convened the meeting at 5:20 PM with committee member Matt Rouleau in attendance. Operations Manager Lisa Liotta and General Manager Cathleen Gent was also present and Brenna Toman took minutes.

1. **Revisions to Agenda:** Cathleen added a SWIP update to end the of the meeting if time allowed.
2. **Approve Meeting Minutes –POC Mtg August 5th 2020:** *Matt Rouleau made a motion to approve the minutes of the August 5th meeting. There were no proposed changes and the minutes were passed unanimously.*
3. **Approve Meeting Minutes –Joint FOC/POC Mtg August 20th 2020:** *Matt Rouleau made a motion to approve the minutes of the August 20th meeting. There were no proposed changes and the minutes were passed unanimously.*
4. **FY21 ARCC Program Plan:** Lisa Liotta presented the revised FY21 Plan including changes due to COVID-19, item discontinuation process, and zero waste lab items. The Committee recommended several wording revisions and small edits. *Matt Rouleau made a motion to recommend to the Board of Supervisors approval of the FY21 ARCC Program Plan as amended. The motion was seconded by Lee and approved unanimously.*
5. **FY21 Volunteer Coordination Program Plan:** Brenna Toman presented the FY21 Plan including changes regarding scaled back volunteer activities due to COVID-19. The Committee recommended a wording revision to the Plan. *Matt Rouleau made a motion to recommend to the Board of Supervisors approval of the FY21 Volunteer Coordination Plan as amended. The motion was seconded by Lee and approved unanimously.*

Outreach Manager Cassandra Hemenway joined the meeting at this time. Brenna Toman requested that the Outreach Plan be moved ahead in the agenda.

6. **FY21 Outreach Program Plan:** Cassandra Hemenway presented the FY21 Plan including changes regarding revisions in programming to reflect the switch to remote outreach activities and the scaled back events outreach due to COVID-19, and the addition of a new USDA funded grant project, *Technical Assistance with Recycling and Food Scrap Management to Property Managers and Landlords in Barre City, Vermont*. The Committee recommended preserving some of the removed language to include in the FY22 Plan or when normal activities resume. Staff will add program highlights from FY20 for presentation in the recommended version for the full Board. *Matt Rouleau made a motion to recommend to the Board of Supervisors approval of the FY21 Outreach Plan as amended. The motion was seconded by Lee and approved unanimously.*
7. **FY21 Municipal Services Plan:** Brenna Toman presented the FY21 Plan, which was modified from its original plan written in 2018. The Committee recommended bringing a clean copy to the Board, with the track changes copy available on request. The Committee also recommended adding wording and references to the CVSWMD 2020 SWIP. *Matt Rouleau made a motion to recommend to the Board of Supervisors approval of the FY21 Municipal Services Plan as amended. The motion was seconded by Lee and approved unanimously.*
8. **Adjournment** – There was no time to address the other agenda items. The next meeting of the POC will be held Wednesday October 7th, 2020. The meeting adjourned at 6:29 PM.

Respectfully submitted by Brenna Toman