

## Minutes

CVSWMD Program Oversight Committee (POC)

Central Vermont Chamber of Commerce, 33 Stewart Road, Berlin, VT

Wednesday, April 6, 2016

1. Convene meeting: Vice-Chair Laura Zeisel convened the meeting at 5:05 PM with committee members Gerhard Postpischil and Anita Krauth along with Nancy Kellogg (Board member), Cathleen Gent (Planning Analyst) and Leesa Stewart (General Manager). Cathleen Gent took notes.
2. Approve Meeting Minutes – March 2 – *Gerhard Postpischil made a motion to approve the minutes, seconded by Anita Krauth. The motion passed unanimously.*
3. CVSWMD Unified Ordinance Project Update – Cathleen Gent gave a verbal report about the status of the Unified Ordinance project. She indicated that, following the March POC meeting, project intern Hailey Gilmore revised and sent the draft ordinance to legal counsel along with questions posed by the POC. Based on legal counsel's recommendations, the document was revised again and reviewed by the Executive Board on March 15. Hailey Gilmore then followed up with legal counsel with additional questions from the Executive Board. A new draft will be provided to the Executive Board on April 19. Cathleen Gent and Leesa Stewart highlighted a few of the topics discussed with legal counsel. The POC is not expected to work further on the document as a committee, but committee members will have an opportunity to weigh in again when the full Board of Supervisors reviews the final draft of the Unified Ordinance.
4. ADMINISTRATIVE FEE FOR MATERIALS USED FOR BENEFICIAL REUSE – The POC reviewed the memo from Cathleen Gent regarding the administrative fee. Laura Zeisel commented about the POC field trip in November to the Coventry landfill in which certain materials (clean wood, in particular) are collected and used in the landfill for operational purposes. The POC discussed the fact that the administrative fee is a new concept within the Unified Ordinance, which assesses a lower fee than the surcharge fee for the beneficial use of construction and demolition waste. Laura Zeisel suggested that the definition of beneficial reuse in the draft ordinance is very broad and should be reviewed again. The POC discussed various fee levels and noted the approach being taken by the Chittenden Solid Waste District, which is also proposing an alternative to the solid waste management fee (term similar to our surcharge fee). CSWD is proposing a fee for "landfill site improvements" at a rate of 25% of the management fee.  
***MOTION: made by Gerhard Postpischil and seconded by Anita Krauth that the POC recommends the administrative fee be set at 25% of the surcharge fee amount. The motion passed unanimously.***
5. Leaf and Yard Waste Plan and Clean Wood Plan – For July 1, 2016 – The POC reviewed the memo from Cathleen Gent regarding upcoming milestones (July 1<sup>st</sup>) in the VT MMP for leaf and yard waste collections and outlets for clean wood. The POC reviewed the FY17 plans for both leaf and yard waste collections and outlets for clean wood. Cathleen Gent recapped some observations related to a recent survey she completed of transfer stations, compost facilities, and recycling centers in the region. She noted that the volumes of leaf and yard waste to be collected are not yet known and that she will be collecting data from transfer stations during FY17. Laura Zeisel noted that, if the experience during FY17 shows that there is a lack of collection outlets, CVSWMD will help establish outlets. Anita Krauth said that she sees the importance of having specific educational materials developed for residents and small haulers about leaf and yard waste and clean wood. ***MOTION: made by Anita Krauth and seconded by Gerhard Postpischil to recommend the FY17 leaf and yard waste plan and the FY17 clean wood plan. The motion passed unanimously.***

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6. Municipal Public Container Grants – The POC reviewed the memo from Cathleen Gent regarding municipal public containers grants, which have been available to member municipalities since July 2015. Four municipalities have been reimbursed thus far for the purchase of recycling containers for indoor or outdoor public locations. POC members agreed that some municipalities may not have a need to purchase containers if they do not have outdoor public areas. The POC recognized that it is best to set a deadline by which towns must apply and not make the grants available indefinitely. ***MOTION: made by Anita Krauth and seconded by Gerhard Postpischil to recommend that municipalities must apply for reimbursement for recycling containers for public places no later than June 30, 2017. The motion passed unanimously.***
  
7. SWIP Reporting Process – Cathleen Gent gave a verbal report about the SWIP reporting process. She said there is a new process in conjunction with the VT MMP implementation. The CVSWMD SWIP was adopted in 2015 and the first report to ANR is due by July 1<sup>st</sup>. She also said that the Board approves the SWIP reports before they are filed with the state. Cathleen Gent asked if the POC has any recommendations about that process, for instance, does the POC want to review it, ask the Executive Board to review it, or bring the report to the full Board. ***MOTION: made by Gerhard Postpischil and seconded by Anita Krauth that staff bring the draft SWIP report to the POC for review, no later than the June meeting. The motion passed unanimously.*** Since there will not be time for the full Board to review it in June, the POC recognized that the Executive Board might be the best option for reviewing and approving the SWIP report during their June meeting.
  
8. Adjournment - The meeting adjourned at 6:16 PM.