

Minutes

CVSWMD Program Oversight Committee (POC)

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

Wednesday, May 3, 2017

1. **Convene meeting:** Chair Lee Cattaneo convened the meeting at 5:07 PM with committee members Gerhard Postpischil and Laura Zeisel. Cathleen Gent (Planning Analyst) also attended and took notes.
2. **Revisions to Agenda** – There were no revisions to the agenda.
3. **Approve Meeting Minutes – April 5:** *Laura Zeisel made a motion to approve the minutes, seconded by Gerhard Postpischil. There were no changes to the minutes. Voting in favor: Postpischil and Zeisel. Abstaining: Cattaneo.*
4. **Set Meeting Time and Date** – *Motion by Zeisel, to set the meeting date for the first Wednesday of the month at 5 PM. Seconded by Postpischil. Voting in favor: Unanimous.*
5. **Elect Chair and Vice-Chair**
Motion by Zeisel, seconded by Cattaneo, to nominate Cattaneo as chair. Motion by Cattaneo, seconded by Zeisel, to nominate Zeisel as vice-chair. Postpischil said he did not wish to serve in either position at this time. The chair closed the nominations.
6. **SWIP Report for 2016**
Cathleen Gent reviewed the draft document.
 - Regarding the General Information section - number of drop-off centers and transfer stations: Lee Cattaneo requested that staff provide the POC with Vermont DEC's definition of a transfer station.
 - Regarding G5 – Public Meetings: The POC agreed with the proposed response about the Municipal Services Project and with concept of holding a public meeting this fall as part of strategic planning work.
 - Regarding G7 – Variable Rate Pricing: The POC discussed enforcement of Variable Rate Pricing. There was consensus that CVSWMD should address that in the next year, however, recognized that the State of Vermont should also address VRP if there are statewide issues.
 - Regarding R2/O2/H2 – public outreach: Postpischil asked whether, due to the description of a Construction and Demo social media post, if Construction and Demolition should be checked as being emphasized above. Gent said that the emphasis for C&D will come in future years, which is why it was not checked as being emphasized in 2016.
 - Regarding R3/O3/H3 – outreach to businesses: last sentence of first paragraph – change “upcoming” to “anticipated”
 - Regarding R5: add notes for any collection locations that do not accept rags “(do not accept rags)”
 - Regarding O5: add clarification that CVSWMD outreach staff have connected businesses in the region with the VT Food Bank to begin donating food or to increase food donations.
 - Regarding O5: POC asked if CVSWMD has worked with organizations that do gleaning. If so, that could be added to the response.
 - Regarding O6: add Barre Town Transfer Station as collection point for year-round leaf and yard waste
 - Regarding C2: clarify that clean wood is separated and used as “landfill cover” (a beneficial reuse purpose)

- Regarding C2: Laura Zeisel discussed a new apartment building in downtown Barre with large rolloffs with clean wood and other materials that appeared to be carefully separated. Cathleen Gent will contact the construction firm(s) to learn more about the materials separation procedures.

- Regarding H4 – list of materials collected at year-round facilities – used oil – POC members suggested there may be additional collection points for used oil: Bradford (suggested by Postpischil); Auto Zone (Barre/Montpelier area) and CV transfer station (suggested by Cattaneo). Cathleen Gent will research those and add to the list as appropriate.

The POC requested that Cathleen Gent bring the revised SWIP 2016 Report document to the next POC meeting, ahead of the Board review that same evening.

7. Policies and Procedures

Cathleen Gent said that staff are seeking clarification regarding whether the procedures documents associated with policies approved by the Board must be reviewed/approved by Board committees or the full Board. POC members discussed the pros and cons associated with Board review/approval of procedure documents. *Motion by Laura Zeisel, seconded by Gerhard Postpischil, to recommend to the Executive Board that procedures be reviewed by the POC with adoption by the Executive Board or full Board as appropriate. The motion passed unanimously.*

8. Ordinance Enforcement

Cathleen Gent said that Barb Baird and Bruce Westcott were very successful in getting haulers to get CVSWMD licenses this year. She said the next step is for staff to pursue getting monthly reports or to use alternative sources (like ReTrac) if the data are complete. The question relates to the resources and staff time that might be needed to accomplish the goal of getting all reports submitted. The POC was not asked to take any action but will discuss this again at a future meeting, after additional staff research options for getting the monthly reports.

9. Adjournment – At 6:10 PM, Lee Cattaneo adjourned the meeting.