

**Town of Cape Elizabeth
Solid Waste & Recycling Long Range Planning Committee**

Meeting Minutes
January 28, 2015

Present: Councilor Jessica Sullivan (JS) (Chair), Jamie Garvin (JG), Anne Swift-Kayatta (ASK), Charles Wilson (CW), & Bill Brownell (BB).

Also Present: Randy Tome (Woodard & Curran), Megan McDevitt (Woodard & Curran) and Michael Bowdler (Resident) of 5 Russet Lane

Staff: Robert Malley (RM)

Call to Order: Jessica Sullivan called the meeting to order @ 2:00 PM.

Citizen Opportunity for Public Comment

Michael Bowdler, a resident of 5 Russet Lane addressed the Committee. He is interested in the committee process and again offered his thoughts on how the Transfer Station could be modified to allow trash to be dropped off based on a sketch he brought to the Committee's first meeting on January 13th. His sketch was sent to all committee members on January 14th.

Meeting Minutes

The January 13, 2015 meeting minutes were approved after a spelling error was noted by Bill Brownell. The minutes were approved as amended (5 Yes/0 No).

Update on Implementation of Short-Term Modifications at the Recycling Center

RM reported that the implementation of the new traffic pattern was going well and that the overall feedback from residents was positive in nature. The carts that were purchased are being utilized and the drop-off area is being treated with abrasives to prevent the build-up of snow and ice. Staff normally assigned to Highway-related duties has been providing additional support to the Attendant on duty by providing information and helping direct drivers into the new drop-off stalls. ASK suggested that residents be thanked for their cooperation in the Cape Courier.

Report from Woodard & Curran

Following a request at the last meeting, RT shared a parcel map with the Committee that delineated the boundaries of the entire Gull Crest and Recycling Center property. There were general questions from the committee about what could be done on (or adjacent to) the former landfill and areas adjunct to that. RT stated that any proposal to utilize areas that were part of the former landfill would require a dialogue and approval from the Maine DEP.

RT reviewed site plans of Transfer Stations located in other Maine communities that Woodard & Curran has been associated with. The site plans of stations in Rockport (Midcoast Maine Solid Waste), Harpswell, Yarmouth, Wiscasset, Winthrop and Ogunquit were distributed prior to the meeting and presented to the committee.

MM shared a spreadsheet that detailed the various solid wastes & recycling programs in Maine and a general discussion followed about programs and recycling rates in nearby communities.

JG had asked the consultants to research if ADA regulations would be applicable to any proposed changes at the Recycling Center. MM stated that any alterations or modifications would have to be ADA-compliant. MM is going to reach out to the Town's Code Enforcement Officer (McDougal) to get an interpretation of the ADA regulations relative to any future changes at the Center, if proposed.

Discussion on Committee Decision Making Process & Consultant Engagement

JS created a decision-making flowchart on the conference room dry-erase board (see attached photo) for the committee to consider. Based on the flowchart, it was felt more information and financial data needed to be obtained before some of these recommendations could be made. JS asked if some of the committee members wanted to help gather information and estimates to supplement information that the consultants would be obtaining. The reply by all was in the affirmative.

- RM & ASK to look at the current program costs for Cape Elizabeth and report those back to the committee at the next meeting.
- RM & CW to work on obtaining curbside collection estimates.
- JG to obtain proposals from companies who perform statistical surveys.
- JS & BB to work on estimating the general costs of a pay-per-throw program.

The consultants were asked to develop budget estimates to replace the existing compactor. They were also asked to develop similar estimates for the replacement of the compactor building and related equipment, which includes an estimate for any potential site work. Since no concepts for the compactor building have been developed, the estimates will be general in nature to give a sense to the committee what potential costs could be.

Due to time constraints there was no discussion by the committee on the utilization of the consultants. It will be added to the next meeting agenda.

Community Outreach & Survey Ideas

There was a general discussion about the best way to obtain public feedback on the current solid waste & recycling program or on any potential alternatives. JG stated that the citizens need to be polled in a statistically correct survey, whatever that may be. An extended discussion followed on the different survey methods and whether it should be done by a firm that specializes in that field or done via an insert in the Cape Courier. CW expressed concern about the expense associated with a survey done by a private entity. No consensus was reached and it will be on the next meeting agenda.

The meeting was adjourned at 4:18 PM.

Respectfully submitted,

Robert C. Malley
Director of Public Works