

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

Meeting Minutes  
February 11, 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 Tracy Floyd (Resident) and member of the Cape Elizabeth Recycling Committee.

**Staff:** Robert Malley (RM)

**Call to Order:** Jessica Sullivan called the meeting to order @ 2:05 PM.

**Citizen Opportunity for Public Comment**

No one from the public was present.

**Meeting Minutes**

The January 28, 2015 meeting minutes were approved after a minor amendment was suggested by CW. The amendment was to include his concern about the cost of a survey if done by an outside consulting firm. The minutes were approved as amended (5 Yes/0 No).

**Report from Woodard & Curran**

Following a request at the last meeting, RT handed out a summary sheet that detailed estimated construction and engineering costs for transfer station projects they have worked on in Wiscasset, Rockland, Harpswell and Ogunquit. He also went over site plans for the above referenced projects and answered questions from committee members.

The Committee had asked about the potential limitations with encroachments on or adjacent to, the previous landfill closures. RT has spoken with Steve Farrar of the Maine DEP. They apparently require communities to seek alternatives before proposing to compromise any previous closure. They have been hesitant about approving any deviations from current policy. RT distributed a guidance document from the Maine DEP titled "Development on or near Landfill Cover Systems". CW expressed a concern that the committee needed to know the restrictions related to our former landfills. He is concerned that the restrictions may limit some options the committee may want to consider for expanding the current footprint of the Recycling Center.

MM reviewed a map of the Recycling Center and Gull Crest property with the committee. The map delineated property lines and wetland boundaries but did not show the required setbacks. A revised map was requested by the committee that included the limits of the original solid waste boundary and any resource protection setbacks. Bob was asked to work with the consultants and the Town Planner to obtain such as map for the next meeting.

CW would like to know what the financial ramifications would be to address the Maine DEP restrictions. RT to provide estimates on permitting costs based on previous projects and applicable regulations in the Maine DEP guidance document.

## **Updates from Committee Members**

ASK handed out a summary sheet of current operational expenses and revenues at the Recycling Center. The numbers were derived from the FY 2015 budget. The summary also listed non-monetary impacts related to operating the Transfer Station. They were in no particular order, but included an impact on the carbon footprint, road congestion, social interaction, convenience and the Swap Shop.

CW asked RM how operational expenses might be affected by a modification in the service model, if recommended. RM stated there would be a change. For example, if the Recycling Center's primary purpose changed from accepting MSW, there might be a need for reduced hours and less staffing.

JS & BB distributed information related to "pay per bag", which included a comparisons of the price of bags sold in nearby communities. BB had compiled some pros and cons of a hypothetical "pay per bag" program that he shared with the committee. A short discussion followed on the practices in nearby Towns along with the quality of bags being used. JS shared some information prepared by EcoMaine that showed the anticipated savings assuming an increase in our recycling rates. JG asked the consultants if they were aware of any credit (or reward) systems to residents for waste reduction. They were not aware of any programs in place in the local area.

CW distributed a handout to the committee describing a meeting he and RM had with a representative from Casella Waste Systems. The meeting was held to get a better understanding of the curbside programs in neighboring communities, who use an automated collection system. Both attained a better understanding of the automated program, along with the logistical and financial issues related to undertaking one. RM is scheduled to meet with one of their operational staff on 2/12/15 to give them a sense of the physical layout of the community and corresponding residential density. Casella will then provide a budgetary estimate for both an automated and traditional bag collection program for the committee. It is hoped to have the estimate for the next committee meeting.

## **Community Outreach & Survey Ideas**

JS reminded the committee that they needed to host a forum (or hearing) to gather public input at some point. There was a short discussion on the timing and format of such, but no action was taken at this time. She has requested that the Town's webmaster put a link to the committee under the "Hot Topics" section of the Town's home page. There was a discussion regarding the committee's working papers and if they should be included on the web page. It was agreed to keep them off the web page since they were fluid documents and not part of any formal report, but they would be made available upon request.

CW reported that he met with the Senior Citizen Advisory Committee on February 10, 2015 to get their input. They provided some feedback to him which he will compile into a report for the committee. JS and CW will develop a draft outreach plan for the senior community and share it with the group at the next meeting.

JG had invited Tracy Floyd from the Recycling Committee to attend the meeting. Tracy has a background in market research and has offered his services to the committee (pro bono). He briefed the committee on his recent projects, along with the survey methodology needed to obtain a statistically valid survey. He suggested that a survey which included a combination of phone and internet-based responses would be the most effective. There was a suggestion that committee members could perform some type of personal polling, which would also be helpful to get opinions. Mr. Floyd offered to facilitate the survey process for the committee. The committee was asked to review the survey included in the 2003 Refuse Materials Planning Committee Report, since many of the questions are still relevant. Mr. Floyd and JG will work on a draft survey for the committee to review at their meeting on March 11<sup>th</sup>.

**Consultant Engagement**

ASK asked the consultants if they were “on track” with the budget. RT reported they were slightly over since their original proposal included participation in only 6 meetings instead of the 12 now being planned. They said they are cognizant of the lack of any budget for the committee, but they do find their attendance at the meetings to be helpful.

JS asked RM and RT to work with the Town Planner to develop an aerial map to review for the next meeting. The map should delineate wetlands, buffers and any Maine DEP-required setbacks that the committee needs to be aware of.

The meeting was adjourned at 4:50 PM.

Respectfully submitted,

Robert C. Malley  
Director of Public Works