

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

Meeting Minutes
April 22, 2015

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

Staff: Robert Malley (RM)

Absent: Jamie Garvin (JG)

Public: No members of the public were present.

Call to Order: Jessica Sullivan called the meeting to order @ 2:08 PM.

Citizen Opportunity for Public Comment

There was no public comment

Meeting Minutes

The April 8, 2015 meeting minutes were approved as written (3 Yes, 1 Abstention (ASK))

Debrief of April 8th Public Forum

The Committee thought the forum was productive, even though a very small number of residents (5) attended. Six members of the Recycling Committee were present to help facilitate, but given the lack of attendees they participated in the overall discussion. Topics discussed by the attendees included the Swap Shop, traffic flow and the speed of vehicles at times at the Center. ASK asked if a follow-up article will be done for the Courier to inform residents of the outcome of the forum. There was a recent article about the forum in the April 22nd issue of the Cape Courier, but JS will compile a synopsis and include it in the Committee's final report.

Review & Discuss Draft Outreach Survey

The survey was completed and was placed as an insert into the April 22nd issue of the Cape Courier. The survey is also accessible via the Town's website. JS reported that the survey used for the 2003 Refuse Materials Planning Committee was used as a basis for the one ultimately completed. She thanked everyone who contributed to the endeavor, which needed to be pulled together quickly to meet the copy deadline set by the Cape Courier. On very short notice, Tracy Floyd (member of the Recycling Committee) formatted the survey arranged for it to be completed using "Survey Monkey". The Committee extended heartfelt thanks to Tracy for getting this done in such an expeditious manner. ASK felt Tracy should be publicly recognized for his efforts in some fashion, which the other members felt would be appropriate.

There was a discussion about compiling the comments generated by "Survey Monkey" and how those could be obtained. RM will reach out to Tracy to see if he can facilitate that for the Committee. RM offered the staff time of Public Works to record the results of the survey in the Cape Courier. BB offered to compile those comments once the surveys have been processed by Public Works staff. The results will be made available to the Committee at their meeting on May 11th.

Discussion of Adjunct Programs at the Recycling Center

- Swap Shop: BB read the comments to the Committee that were brought up at the forum, which were favorable in nature. There was consensus of the members present that the Swap Shop provides for the reuse of items that might normally be destined for the MSW compactor. It reduces the overall tonnage that is sent to EcoMaine and

is a financial benefit to the community (ASK). RM relayed some of the operational issues that have arisen, such as vandalism and items that are placed there to avoid a disposal fee. It was felt that the positive benefits of the Swap Shop outweigh the negatives. The Committee voted 4 to 0 to recommend to keep the Swap Shop, but that parking and traffic safety should be reviewed as part of any overall traffic pattern proposed by the Committee.

- Bottle Redemption Building: RM reviewed the current program with the Committee. Containers can now be placed into the barrels unsorted. This is a change from the previous program, where containers were left by residents and then sorted by non-profit groups. Issues such as parking and exiting traffic raised during the Swap Shop discussion were brought up under this topic. CW suggested that parking for both buildings could be moved to the rear (or west side) of them to alleviate the congestion in front of the buildings. This will be considered as part of the overall traffic management plan. This led to a discussion about the amount and type of signage at the site. ASK felt that a communication plan needed to be developed once changes are implemented to inform citizens of how to utilize the facility. Voted 4 to 0 to continue with the current program.

- Bulky Waste Fee Waiver Program: RM reviewed the current program with the Committee. The Committee understands that there is a loss in revenue for the period in October when the fees are waived, but they felt it was a program worth continuing. CW wanted to make sure that fees being charged for these items were covering the disposal costs during the remainder of the year. RM stated that the overall revenue received from the issuance of permits and fees for applicable items covered the disposal costs of them. Voted 4 to 0 to continue with the current program.

-Household Hazardous Wastes/Electronic Waste Collection Program: RM reviewed the current program with the Committee. There were multiple suggestions at the public forum to offer two programs per year. Currently, the Town offers one on the 2nd Saturday in May of each year at a budgeted cost of \$19,000. The number of residents using the service is between 350 and 400/year. RM thought this was adequate, but if there was support in the community for a second collection that it could be proposed to the Town Council in a future budget proposal. Voted 4 to 0 to continue with the current program (1x/year).

- Silver Bullet Program: CW & BB explained the satellite compactor program proposed by the Consultants to ASK for compressing single-stream recyclables, including cardboard. There was a general discussion about the staffing needed for the units, hopper capacity and the integration of cardboard. ASK asked if all costs have been accounted for. It was noted by the Consultants that the use of two satellite compactors would considerably reduce the current costs associated with hauling the “Silver Bullets”.

There was a general discussion about the two “Silver Bullets” and cardboard container located behind Town Hall. RM reviewed some the issues that his staff has to deal with such as litter and items left that are not recyclables. He added that there are vehicles using excessive speed through the parking lot at times, which is unsafe for pedestrians and vehicles exiting parking stalls at Town Hall. CW felt that the use of the proposed satellite containers at the Recycling Center combined with an adjustment to the operating hours may negate the need for containers at Town Hall. The Committee felt their presence does provide for utilization on times when the Recycling Center is closed and that they should be kept there for the time being. Voted 4 to 0 to continue with the current program.

- Construction & Demolition Material: RM reviewed the current program with the Committee. This included the type of materials accepted from both residents and Commercial Haulers. CW again wanted to make sure that fees were covering the cost of disposal, which was affirmed by RM. It was voted 4 to 0 to continue with the current program, which included accepting construction and demolition material from residents and Commercial Haulers.

-Salvation Army & Goodwill Industries Receptacles: The Committee agreed that they served a beneficial need in the community and should be kept in the vicinity of the Swap Shop (ASK). Their location will be looked at as part of the overall site plan that is recommended by the Committee. Voted 4 to 0 to continue with program.

- Vacuum Cleaner: RM reported the revenue received from the unit (approximately \$80/month). The Town owns the unit and pays for any maintenance on it. The Committee voted 4 to 0 to keep the unit as a feature of the Recycling Center.

Other Business

There was an extended discussion about the costs listed on the spreadsheets associated with the conceptual options under consideration by the Committee. ASK questioned some of the amounts listed and how they were derived at. Specifically, there were questions about Option “D” and Option “4” as noted in the spreadsheets dated April 4th and 6th, 2015, respectively. RM suggested that ASK contact Megan McDevitt at Woodward & Curran directly to discuss, which she agreed to do prior to the next meeting.

Citizen Opportunity for Public Comment

No citizens were present.

The meeting was adjourned at 5:06 PM.

Respectfully submitted,

Robert C. Malley
Director of Public Works