

RECYCLING COMMITTEE
Town of Cape Elizabeth

Minutes of the January 8, 2015 Meeting

Present: Jamie Garvin, Kara Law, William Schmitz, Jessica Simpson, Peter Frye, Jennifer MacDonald, Tracy Floyd, Jessica Sullivan and Robert Malley.

- 1) The meeting was called to order by Jamie at 7:05 p.m. in the conference room of the Public Works Building. Jamie agreed to record the minutes.
- 2) New Recycling Committee members Jennifer MacDonald and Tracy Floyd were welcomed, and provided a review of the Committee's charge and responsibilities.
- 3) Minutes of the November 6 meeting were unanimously approved as amended. (Bill moved; Jessica seconded.)
- 4) Election of new officers was held. The following were nominated and elected:
 - Peter Frye (nominated by Bill, seconded by Kara) was unanimously elected to serve as Chair
 - Jessica Simpson (nominated by Bill, seconded by Kara) was unanimously elected to serve as Vice Chair
 - Jamie Garvin (nominated by Kara, seconded by Tracy) was unanimously elected to serve as Secretary
- 5) There were no members of the public present for the citizen comment period.
- 6) The 2015 draft meeting schedule was presented by Jamie. The Committee voted unanimously (Jessica moved; Tracy seconded) to approve the following schedule:

January 8 (rescheduled from January 1)
February 5
March 5
April 2
May 7
June – no meeting in lieu of participation at Family Fun Day event
July 9 (to avoid July 4 holiday weekend)
August – no meeting
September 3
October – TBD
November 5
December – no meeting

All meetings at 7:00 p.m. at Public Works Building.

- 7) Bob provided the Committee an update on the Bottle Shed program. Prior to the scheduled implementation date of the new program with Madden, the vendor pulled their proposal. Bob had worked out a contingency plan in case of this, and reached out to the Lions to fill the gap in coverage. Bids for running the program were also solicited from Clynk (who had previously

submitted a proposal) and Boots Bounty. At this time, the Clynk proposal had been received, and the Boots proposal was pending.

8) Recycling Center Update

- Bob provided a detailed update on the November accident at the Recycling Center, and various decisions and actions that have been taken since. He shared the safety assessment that was requested to be conducted following the accident, and the Committee reviewed the initial assessment and recommendations that were developed by Woodward and Curran for adjusting the traffic pattern at the Recycling Center to mitigate risk to users. Jessica Sullivan also noted that a comprehensive evaluation of the entire Recycling Center operation had already been included in the Town Council's 2015 goals, and the unfortunate tragedy at the Recycling Center simply served as a catalyst to accelerate those efforts. In response, the Solid Waste & Recycling Long Range Planning Committee was formed. Jamie will represent the Recycling Committee on that panel. The Long Range Planning Cmte, in consultation with Woodward and Curran, will make a report and recommendation on what the Recycling Center should look like for the next generation. The interim changes that were proposed by Woodward and Curran were scheduled to take effect January 21. A letter was distributed to all residents to explain the changes. In regard to the Safety Works inspection, the facility and its procedures fared very well. There was a recommendation from the Town's Code Enforcement Officer to increase the passive protection at the retaining wall area of the facility (where the bulky waste and other roll-off containers are positioned). Jersey barriers will be positioned along that wall to mitigate that risk.

9) Composting Report

- Jamie updated that while nearing completion on the draft of the composting report, he needed a little more time to complete and would distribute to the Committee in advance of the next scheduled meeting.

10) Courier articles and other outreach

- Peter drafted an article about responsible product packaging, which he will look to finalize for submission to the Courier.

11) Other business

Jessica Sullivan spoke about her role as Town Council liaison to the Cmte, and looks forward to attending meetings on a regular basis. She is also chairing the Long Range Planning Committee.

There was recognition of the great job that the volunteers at the Swap Shop continue to do – specifically in light of the recent cold weather, and the continuing challenge of getting people to adhere to the Swap Shop guidelines for responsible usage.

12) There were no members of the public present for the second citizen comment period.

13) The meeting was adjourned at approximately 9:20 p.m.

The next scheduled meeting is February 5, 2015 at 7:00 p.m.

Respectfully submitted by Jamie Garvin.