

Town of Cape Elizabeth
Recycling Committee
Meeting Minutes
January 9, 2018

Present: Chair, Kara Lavender Law (KL), Aubrey Miller (AM) Chelsea Torrey (CT) and Nicole Boucher (NB)

Absent: Matthew Faulkner (MF), Tim Trachimowicz (TT) Jennifer MacDonald (JM)

Staff: Robert Malley, Director of Public Works (RM)

Public: None Present

Call to Order: Kara Lavender Law (KL) Chair, called the meeting to order @ 7:04 PM.
The members present introduced themselves to new member, Nicole Boucher

Approval of the December 7, 2017 Draft Meeting Minutes

The minutes were approved as written (4 Yes, 0 No)

Citizen Opportunity for Public Comment Not On the Agenda

There was no public comment.

Election of Chair for 2018

Kara Lavender Law was nominated to serve as Chair for 2018. Approved (4 Yes, 0 No)

Brief Review of Role of Committee – Bob Malley

RM gave a brief overview of the role of the Committee referencing the Boards & Committee Ordinance (Chapter 4) which was distributed (via email) earlier in the day and made available at the meeting. In particular he noted that each Committee is required to submit goals and work plans to the Town Council by March 31st. The Town Council will also be requesting that each standing committee be required to attend a Town Council meeting during the upcoming year to provide an update of their work. It was unclear if this would be at a workshop or at a regular meeting. RM said he has enjoyed his tenure as liaison since the Committee's creation and expressed appreciation to past efforts of the Committee. He stated that the Town's historical recycling successes were due in large part to the annual efforts of the Recycling Committee.

Meeting Schedule for 2018

There was a general discussion about the meeting schedule for 2018. There was a consensus to continue with the 1st Thursday of each month unless no meeting is scheduled for a particular month. The remaining schedule of meetings is as follows:

February 1st

March 1st

April 5th

May – HHW/E-Waste Collection – May 12th

June 7th

July – No Meeting Scheduled

August 2nd

September – No Meeting Scheduled

October 4th

November 1st

December 6th

Communication with Town Council – Kara

KL asked RM to review a letter that was sent out last month by Town Manager Matt Sturgis and Town Council Jessica Sullivan to all staff liaisons which was to be forwarded to all committee members. RM stated the letter was intended to be a reminder about “right to know requirements” and clarifying public participation at meetings by non-committee members.

Discussion of Goals & Objectives of the Committee for 2018

KL reviewed the goals and objectives for 2017 with the Committee members present. Those were (1) working on the proposed retail packaging ordinance recommendation to the Town Council, (2) Outreach to the Schools to assist with education and recycling in the cafeteria and (3) Outreach related to the Town’s pilot Food Waste Collection Program at the Recycling Center. Good progress was made on all except the food waste collection program which has not yet been implemented.

KL solicited other ideas from the members for consideration for 2018:

NB suggested expanding outreach efforts to the day care facilities in the community.

AM suggested updating the Recycling section of the website.

KL suggested enhancing communication with Cape Courier inserts/articles and newsletters.

CT suggested using social media more, such as Facebook. RM stated the Town does have the ability to post items on its Facebook page.

KL suggested creating a refillable water bottling station(s) on the school campus, athletic fields or at Fort Williams Park. She recognized this was an ambitious endeavor that may require a capital investment. RM stated that any proposal related Fort Williams Park could be forwarded to the Fort Williams Park Committee via him in his role as the committee liaison. She also suggested a composting workshop and greater participation during Maine Compost Week.

AM suggested outreach on single-use plastic reduction, such as the use of plastic straws.

KL suggested a tour of **ecomaine**.

The discussion of goals will be continued at the February meeting when the remaining members are present.

Committee Member Updates & Correspondence

KL said that JM is working on the apparel order and needed NB’s size preference.

Update on the Recycling Center & Town Food-Waste Collection – Bob Malley

He also reported that **ecomaine** is amenable to accepting an equal amount of food waste delivered to them if we elect to have a contractor transport food waste generated by us to another destination. After speaking with the Town Manager, it is hoped to get that program implemented on May 1st, 2018. There was a consensus to do outreach for the program in April and possibly host a food waste composting workshop in May.

KL asked if the surface drainage issues have been resolved at the Recycling Center. RM said they have been but the cold temperatures are not allowing the ice to melt under the compactors. He also stated there have been issues with vehicles traveling too fast on the site, which may require some traffic calming measures to be implemented in the Spring.

KL asked RM if he has heard anything from **ecomaine** regarding China’s prohibition importing #1-#7 plastics and how that will affect **ecomaine**’s marketing of those items. RM stated he has not heard anything from the staff regarding that report.

Update on Retail Packaging Ordinance Outreach and Communication

The retail packaging ordinance went into effect on December 3, 2017. KL has observed some apparent violations related to foam packaging. There was a general discussion about performing outreach to the local businesses to gauge compliance and offer help with any signage they may need. The Committee agreed to assignments to those present to visit businesses to conduct the outreach. AM has done some research on signage which she will forward to RM.

Update on Outreach & Collaboration with PC/MS Schools

KL would like to invite the Principal and the Asst. Principal of Pond Cove School to either the February or March meeting to discuss further outreach in the schools and to suggest the possible creation of a “Green Team” to build broader support for waste reduction in the schools. It was hoped that this could lead to greater cooperation with administrators and possibly the Pond Cove Parents Association (PCPA) to get them on board with expanding the current efforts. KL will contact the PCPA to ask about training parent lunchtime volunteers so they can better assist students with lunch waste sorting.

Other Business

RM reported that the Town Council considered creating a standing renewable energy committee based on a recommendation of the ad-hoc Alternative Energy Committee. The proposal was referred back to the “Ordinance Committee for further review of purpose, objectives and whether such a committee should be combined with the Recycling Committee”, as noted in the minutes of the December 11th Town Council meeting.

Citizen Opportunity for Discussion of Items on the Agenda

There was no public comment

The meeting was adjourned at 9:00 PM

The next meeting of the Committee will be held on Thursday, February 1, 2018

Respectfully Submitted,
Robert Malley, Director of Public Works