

**RECYCLING COMMITTEE**  
**Town of Cape Elizabeth**

**(Draft) Minutes of the September 25, 2014 Workshop**

**Present:** Jamie Garvin, William Schmitz and Jessica Simpson; Kara Law (via conference call).

- 1) The workshop began at approximately 7:05 p.m. in the conference room of the Public Works Building. There were no members of the public in attendance.
- 2) The committee members present spent approximately 45 minutes discussing, editing and finalizing the questions for the composting survey to be fielded in October-November.
- 3) Bill agreed to make the final edits to the survey, and then send the Survey Monkey account credentials to Jamie to manage payment and launching the survey. The group agreed that running the survey for approximately two months would provide enough time to gather a sufficient number of responses. Jamie took away the action item to determine with Bob Malley the best payment plan for Survey Monkey (monthly vs. annual).
- 4) See attached spreadsheet file for the final survey questions. (Note: spreadsheet shows results to date through 10/20/2014 and **is not** the final data, and should be used only for referencing the final questions.)
- 5) The workshop ended a little before 8:00 p.m.

The next scheduled meeting is November 6, 2014 at 7:00 p.m.

Respectfully submitted by Jamie Garvin.