

**Town of Cape Elizabeth
Recycling Committee
Virtual Meeting Minutes
February 4, 2021**

Virtual Meeting. Joining info: Enter the link below to Join Hangouts

Google Meet: <https://meet.google.com/qsq-qrrr-eia>

Join by phone: (US) +1 931-492-9834 PIN: 215 820 754#

Present: Matthew Faulkner (MF), Jennifer MacDonald (JM), Aubrey Miller (AM), Kara Lavender Law (KL), Tim Trachimowicz (TT), Bruce Rayner (BR), Stephanie Austin (SA)

Absent: n/a

Staff: Jay Reynolds (JR), Director of Public Works

Public/Guests: No members of the public joined the online meeting.

1. Call to Order:

TT called the meeting to order at 7:03 PM.

2. Welcome New Committee Member:

The committee welcomed new member Stephanie Austin. The committee members shared introductions and background information.

3. Approval of the January 7, 2021 Draft Meeting Minutes:

The January 7, 2021 meeting minutes were amended to correct a few punctuation errors. They were then approved as revised by a roll call vote.

7 Yes, 0 No

4. Citizens Opportunity for Public Comment on Items Not on the Agenda:

No members of the public joined the online meeting.

5. Freedom of Information Access

JR provided a brief summary of the information and attachments provided regarding Freedom of Access. JR also elaborated on the noticing requirements for public meetings, and also discussed email correspondence outside of committee meetings. KL inquired about meeting with other members outside of committee meetings. In particular, how many members meeting together constitutes a quorum/meeting. JR to research and follow up.

6. Committee Goals:

As a follow up to the last committee meeting, the committee continued the discussion regarding their goals for 2021. TT and JR provided a draft list that was compiled during the January meeting. The committee discussed all potential goals on the attached draft list. Below is a summary of the discussions:

- Bottle filling stations: KL and TT suggested that additional details/bullets be added to this goal to strengthen how this initiative connects to recycling goals (reduction of single-use plastics, reuse of existing bottles, etc.).
- Engage the school district: The entire committee discussed various aspects of working with the schools to increase recycling efforts.
- Endorsement of NRCM's packaging legislation: KL noted the legislation has changed since the original legislation was proposed last year. It was recommended that the goal be revised to state "consider" providing a recommendation, so that research can be done to better understand the changes in the legislation. AM noted that Chrissy from NRCM is scheduled to present to the Town Council on February 8th. MF confirmed that he has been coordinating this with the Town Manager and NRCM. TT may attend the meeting if available.
- Municipal measurement program: KL suggested this goal be revised to "research" participation in the online program.
- School participation in recycling committee: The committee discussed how this goal might be implemented and achieved. Several scenarios were discussed, including a student liaison to the committee, or student participation at events (Strawberry Festival). The committee decided to separate the two sentences and add "investigate" to the subject of school student membership.
- The committee discussed other sustainability and environmental stewardship subjects.
- JR suggested the selection and distribution of bottle donation center funds be considered for an annual recurring goal for the committee. MF asked how much money is collected annually from the bottle donation center. JR responded that initial estimates appear to be in the twelve thousand to fifteen thousand dollar range. TT noted that there are many groups that benefit from this program.

7. Community Conversations:

AM provided information to the committee regarding the Library's program known as Community Conversations. The Recycling Committee was looking into participating in the program previously, then the pandemic arrived. AM has discussed the program with Rachel Davis at the Library regarding the potential for the recycling committee to participate at a future event. The committee discussed how best to participate and what the event structure would look like. It was suggested that Ecomaine staff might be able to assist with the education/outreach component of the discussion: In particular, what happens to recycling, recycling statistics, et cetera. JM noted that she had been in prior conversations with Katrina at Ecomaine on this subject. SA suggested that the monetary aspects of recycling, including contamination costs, be considered for discussion topics. JM inquired about how the Community Conversations events work and how to participate. AM noted that there is a pre-registration process. AM noted there is a proposal to fill out in order to 'apply' for participation. BR suggested recycling topics, such as recycling percentages, food waste diversion opportunities, et cetera, be considered for the event. TT noted that the Town's energy committee recently participated, and that he would watch the recorded meeting to gain some insight about the meeting format.

8. Committee Member Updates & Correspondence:

KL discussed the potential committee goal of installing water filling stations in public facilities. The committee discussed the pros and cons of indoor versus outdoor siting options. MF discussed the funding component of this project with the Town Manager, who indicated that a

low-cost project would be able to move forward. A larger cost project would need to be funded through the Town's budget, which would involve the Town Council. KL further outlined the grant application requirements. It was noted that, if Fort Williams Park is selected as a site, that the Recycling Committee should coordinate with the Fort Williams Park Committee.

MF reported on recent social media posts, which included Ecomaine's recent "upcycle challenge". He also offered to post any materials that the committee members wish to forward to him.

TT also noted his involvement at the recent Town Council meeting regarding the bottle donation center. He mentioned that, although the agenda item was tabled, he was able to speak to the Council as a public participant. He voiced support for the change on behalf of the Recycling Committee.

9. Recycling Center Update:

JR noted that the Recycling Center is understaffed due to a vacant position. JR is currently administering the hiring process and managing shifts to minimize operational impacts to the residents. TT inquired about the upcoming tower project on the recycling center property. JR provided an overview of the project.

10. Other Business:

There was no other business discussed.

11. Citizens Opportunity for Discussion of Items on the Agenda:

No members of the public joined the meeting.

12. The meeting was adjourned at 8:38 PM.

The next meeting of the Committee will be held on Thursday, March 4th, 2021

Respectfully submitted,

Jay Reynolds