

**Town of Cape Elizabeth  
Recycling Committee  
Virtual Meeting Minutes  
October 1, 2020**

**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:** Chair, Matthew Faulkner (MF), Jennifer MacDonald (JM), Bruce Rayner (BR), Kara Lavender Law (KL), Nicole Boucher (NB), Tim Trachimowicz (TT)

**Absent:** Aubrey Miller (AM)

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

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

**1. Call to Order:**

Matthew Faulkner (MF) called the meeting to order at 7:08 PM.

**2. Approval of September 3, 2020 Draft Meeting Minutes:**

The September 3, 2020 meeting minutes were amended to correct a few typographical errors. They were then approved as revised by a roll call vote.

**6 Yes, 0 No**

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

No members of the public joined the online meeting. Committee member Bruce Rayner, who spoke as a resident, announced that the week of October 12<sup>th</sup> through the 19<sup>th</sup> is “Plogging Week”. He also mentioned that signage will be installed along the street sides in various locations throughout Town to advertise the weeklong event.

**4. Extended Producer Responsibility (EPR) Update from Natural Resources Council of Maine**

Due to the technical difficulties of the committee meeting caused by a widespread communications outage, the presentation and update from NRCM was cancelled. KL will be following up to see if and when this can be rescheduled for a future meeting.

**5. Webpage, Communication and Social Media Update:**

NB reported that she had previously provided a Facebook update as it relates to the current operations at the Recycling Center. In particular, the current status of both the Bottle Donation and Swap Shop operations. It was noted that if and when the swap shop reopens, it will need to be safe for residents.

NB also reported that regarding website communications, that an updated announcement was made regarding Covid-19 and the recycling center.

NB reported that some comments have been received regarding the fees at the recycling center.

Also reported was that the Cape Recycles mailers, or inserts, were distributed in a recent issue of the Cape Courier.

#### **6. Committee Member Updates & Correspondence:**

NB provided information related to a recent community discussion on September 30<sup>th</sup>. The discussion covered topics relating to the Town's future goals and plans with regards to sustainability. It was noted that some Town Councilors were present for the discussion.

#### **7. Recycling Center Update:**

JR updated the committee on the restarting of disposal fees at the recycling center. The fees resumed on Tuesday, September 8<sup>th</sup>. Payment logistics, and resident/employee safety is going well. JR reported that he has made progress with a new bottle redemption organization in an effort to reopen the bottle donations at the Recycling Center. A new model is being set up with Clynk to provide redemption services for the Town. The program will be similar to residents on the front end, and the logistics for the Town's operations will be different from the previous arrangement. A launch date will be forthcoming in the next few weeks. A discussion surrounding Clynk and potential issues was held.

#### **8. Household Hazardous Waste Day:**

MF noted that this year's Household Hazardous Waste Day is scheduled for Saturday, November 7<sup>th</sup>. He also began the discussion, building on last month's committee discussion, regarding how the annual survey questionnaire would be handled during the current social climate.

The entire committee discussed the data gathering with regards to approaching vehicles. NB announced that a Google survey and QR code has been developed and is in draft form. The committee as a whole discussed whether committee attendance should occur. Also discussed was the option of having a sign/QR code for HHW participants might be sufficient; and that approaching vehicles may not be ideal this year and should be avoided.

MF asked if the sign at the recycling center could be utilized to display the survey's web address. JR stated that it could. The committee agreed to utilize signage and the online survey for this year; and that committee participation was not needed this year. NB noted she would send the QR code to JR. NB also asked JR to assist in completing one of the questions on the survey. A committee member showed preference for the online tabulation option to minimize the time needed to compile the data. Another committee member acknowledged that this year is unlike others, however in the future, would like to get back to having physical presence at this event in future years.

HHW historical survey results: JR provided a series of graphs that he developed utilizing the previous surveys and tabulated data. A brief discussion was held regarding the data.

#### **9. Other Business:**

There was a discussion regarding having a recycling committee meeting in November as a result of not attending the HHW day in person. It was decided to hold a meeting. It was noted that the rescheduling of the NRCM presentation might be able to be included at this meeting.

There was a discussion regarding committee member's term limits and who may be terming out in the near future.

A discussion about developing goals for 2021 would be forthcoming on a future agenda.

JR inquired about committee reporting and correspondence. KL noted that each year new goals are established and identified for the recycling committee.

**10. Citizens Opportunity for Discussion of Items on the Agenda:**

No members of the public joined the meeting.

**11. The meeting was adjourned at 7:50 PM.**

The next meeting of the Committee will be held on Thursday, November 5, 2020.

Respectfully submitted,

Jay Reynolds