

**Town of Cape Elizabeth**  
**Recycling Committee**  
Virtual Meeting Minutes  
April 1, 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 7:01 PM.

**2. Approval of the March 4, 2021 Draft Meeting Minutes:**

The March 4, 2021 meeting minutes were approved as submitted by a roll call vote.

**7 Yes, 0 No**

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

No members of the public joined the online meeting.

**4. Committee Goals for 2021:**

As a follow up to the last committee meeting, TT noted that the committee goals were attached to the meeting agenda. The goals were slightly modified based on last month's comments. The committee agreed that they be considered finalized. TT noted that the goals could now be forwarded along to the Town Council if deemed necessary.

**5. Extended Producer Responsibility (EPR) for Packaging Law:**

MF inquired as to the status of the Town Council's efforts to endorse the EPR for packaging legislation. It was noted that the Town Council unanimously endorsed the resolution that Natural Resources Council of Maine (NRCM) provided. JR confirmed that this occurred at their March 8, 2021 meeting. TT indicated that this information could be forwarded back to NRCM. TT also noted that the committee could continue to follow any updates to the legislative process and provide updates as needed.

**6. Bottle Donations Program:**

TT provided an overview of the materials that JR and Debra Lane provided in the meeting attachments. TT also noted he reached out to a former Bottle Shed Committee member, who is also the School resource officer. The entire committee discussed various facets of the process,

including the former process and the application form. KL asked if the former committee met and approved applications once per year. TT confirmed this. KL noted that the application may have content that could be reduced or eliminated. TT asked JR if Debra Lane provided any other information. JR noted that there was additional information regarding applicants and providing non-profit status verification. BR suggested that the application include: what the money would go towards, providing receipts of expenses, and trying to use the application to promote recycling efforts. TT inquired about the Clynk program and the finance logistics. JR provided responses. SA offered to contact former bottle shed committee member Melanie Thomas to obtain as much background information as possible. The entire committee discussed the advertising and outreach for the program. The committee also discussed the 'youth-group' qualifier for applications. The committee agreed to review the materials, update the application form, set future dates for applications, and discuss the topic further at the committee meeting next month.

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

AM updated the committee regarding the Thomas Memorial Library and the Community Conversations program. The Recycling Committee is scheduled for a virtual event on April 14<sup>th</sup>. It was noted that Katrina from Ecomaine will be participating. The committee discussed meeting format, local statistics, the projected length of Ecomaine's portion of the presentation, et cetera. BR asked if there was any EPR component to the presentation. AM indicated there was not. BR offered to research any available material that could be included in the presentation. JR noted that NRCM's presentation was available on the Town's website under the March 8<sup>th</sup> Town Council meeting agenda. MF suggested the committee inform Katrina beforehand to the new suggestion of including EPR information in the presentation. AM noted that there is a registration process for the committee members to sign up for the event. AM thanked JM for securing Katrina/Ecomaine for the event.

JM updated the committee on her progress with coordinating with Kathy Raftice. This is in regards to installing water filling stations at Fort Williams Park. It was noted that the discussion may be held at a future Fort Williams Park Advisory Committee meeting later in April. MF offered to be in attendance if JM could not be there on April 15<sup>th</sup>.

## **8. Recycling Center Update:**

JR noted that the vacant Recycling Center attendant position has been filled. JR also commented on Ecomaine's monthly recycling report that was attached to the meeting agenda. JR also noted that the Recycling Center Swap Shop is tentatively being targeted for a May 1<sup>st</sup> reopening date.

## **9. Other Business:**

MF inquired about the status of various community events for which the committee historically has participated in. AM confirmed that the Strawberry Festival has been cancelled for 2021. JR noted that the Memorial Day parade and family fun day events have been cancelled for 2021. Household Hazardous Waste Day is tentatively scheduled for November 6<sup>th</sup>.

BR noted that earth day is approaching in April and that he intends on advertising for “Plogging Week”. This will be advertised on the Town’s website as well as signage at key intersections.

KL suggested additional education and outreach be considered, using social media outlets, regarding masks being disposed of alongside the roadways. JM also suggested the same outreach for dog bags.

SA suggested a door prize or giveaway at the upcoming Community Conversations event. MF offered to look at the Recycling Committee’s materials that are stored at Public Works.

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

No members of the public joined the meeting.

**11. The meeting was adjourned at 8:05 PM.**

The next meeting of the Committee will be held on Thursday, May 6, 2021

Respectfully submitted,

Jay Reynolds