

**Dover Recycling Committee
Minutes for January 14, 2013 (Approved)**

Present: Amy Wilcox, Matt Schmid, Savita Shukla, Becky Gladstone, Christopher Poulsen

Absent: Becky Peterson

Additional Attendees: John O'Keefe

Approval of Minutes: December 17, 2012 minutes were approved.

Calendar 2013 Priorities & Initiatives: The committee agreed to formalize its priorities and initiatives for calendar 2013 in the following areas:

- a. A re-invigorated school program
- b. DRC Program/Policy - formalization of recycling/sustainability policy, goals, and requirements for municipal and regional operations
- c. Updates/improvements to the transfer station
- d. Community outreach initiatives
- e. Consideration of a broader mission and scope to the DRC charter more closely aligned with a complete sustainability and/or environmental impact perspective.

Actions Outstanding:

1. Committee members will propose plans and initiatives for each of these areas at the February 11, 2013 meeting.
2. Committee members will indicate a priority area and/or initiatives they are interested in championing at the February 11, 2013 meeting.

School Program: A. Wilcox, B. Gladstone and C. Poulsen reported on their 1/14/2013 meeting with Asst. Superintendent for DS Regional Schools, S. Bliss. The meeting purpose was to review a successful green program in another school district and to determine the level of interest and willingness to work towards a comparable program for the DS school system. A representative of the Sherborn Recycling Committee had been invited but was unable to attend. Mr. Bliss was supportive of a goal to establish a more complete and effective recycling program in the DS school system with greater student, teacher and community involvement. S. Bliss concluded that he would undertake further research to identify additional school system references and protocols in this regard and that he would call a meeting among his departments and interested staff before the end of January to ask them to prepare an initial plan to establish such a program at DS that would be phased in over the next three years. S. Bliss thought the Dover and Sherborn Recycling Committees should plan to reconvene with he and his staff by the end of February to middle March to review their initial plan. Additional topics discussed with S. Bliss included the DRC's desire to establish recycling requirements for the school's waste management contract for the next round of solicitation, such as the ability to accommodate dual-stream waste and to provide measures each month for the total trash and recyclables collected from each of the schools. Also discussed was the need to formalize and document school policy on recycling and the need to establish guidelines and instructions for maintenance staff consistent with policy. These additional needs were acknowledged by Mr. Bliss as necessary and he offered to address them as initiatives/actions that his team would incorporate into the plan he would be kicking off at the end of January.

Actions Outstanding:

1. C Poulsen to provide S. Bliss w/ a copy of the Manchester/Essex presentation and contact information.
2. A. Wilcox to provide meeting summary to Carol Rubenstein of Sherborn Recycling Committee and request their participation in a follow-up meeting w/ S. Bliss to be established for late Feb to early March.

DRC Program/Policy: One of the DRC members indicated they had just received a request from the Town Clerk that the DRC input for the annual Town Report is due Friday Jan 18th. The DRC discussed the requirements and committed to making 1/18 deadline subject to getting figures from the Highway Dept.

Actions Outstanding:

1. C. Poulsen to compile the town Recycling Data (Report) for Calendar 2012 and to review with the DRC Chairman week of Jan 14, 2013 for submission Jan 18.
2. Committee to agree champion(s) for the DRC Program/Policy area and initiatives.
3. Committee to agree the DRC Program/Policy initiatives for 2013.

Community Outreach: A. Wilcox provided the committee a written summary of the Dover Spring Clean-up planned for March 30, 2013. A. Wilcox offered to champion this year's Spring Clean-up initiative and C. Poulsen and S. Shukla offered to assist.

Actions Outstanding:

1. Committee to agree champion(s) for Community Outreach.
2. Community Outreach Champion to propose 2013 initiatives for the Committee's support.

Transfer Station: No discussion. Outstanding actions are as follows.

Actions Outstanding:

1. Committee to agree champion(s) for the transfer station.
2. Transfer Station Champion to propose 2013 initiatives for the Committee's support.
3. M. Schmid will solicit input and suggestion from C. Hughes for his input and suggestions for the transfer station and around town for input for the Transfer Station Champion.

Broader Mission: No discussion. Outstanding actions are as follows.

Actions Outstanding:

1. M. Schmid is to present back to the committee two successful reference cases for like communities, ideally providing a more macro characterization of the trends and/or figures for communities in Mass and/or the nation for improving community efforts at sustainability.

Next Meeting February 11, 2013 at 8:30 am at the Town Garage.

Subject to change, the agenda is planned as follows:

15 mins - Approve Jan. 14, 2013 Minutes

45 mins – Review of Each Recycling Priority Area:

- Outreach (Spring Clean-up 2013, etc.)
- School Program
- Transfer Station
- Sustainability Policy & Goals
- Broader Scope

Meeting Adjourned 11:00 am.