

Dover Recycling Committee  
Minutes from January 7, 2015

**Present:** Chris Poulson (via Skype); Wendy Muellers, Savita Shukla, Matthew Schmid,  
**Absent:** Michael Kinchla, Amy Wilcox  
**Also Attending:** Carol Lisbon, John O'Keefe

Agenda:

1. Call to order
2. Approval of last meeting minutes 12/3/2014
3. Committee member reports
  - Treasurer
  - Deposit Trailer Coordinator
  - Communications Coordinator
  - Website Coordinator
  - Transfer Station Coordinator
  - School Liaison
4. Finalizing of 2015 Initiatives
5. Any other business

- Meeting was called to order at 7:14 p.m.
- Minutes were approved with one correction noted by Carol Lisbon.
- Mr. Poulson noted that Ms. Lisbon would give a 2015 financial report on the transfer station as an additional agenda item.
- Committee member reports as follows:
  - **Treasurer report:** Matthew Schmid indicated he had just received 15 minutes before this meeting a report he needed, and needed to digest that before commenting. Discussion about whether or not there is value to Committee in reviewing this financial information. Ms. Lisbon noted that Nancy keeps track of certain things, and the report we need is "Solid Waste Disposal 2016". Ms. Lisbon will give Mr. Schmid numbers he wants from documents she has so he can analyze. Mr. Poulson suggested Ms. Muellers (Transfer Station) gather information from Nancy.

We learned our budget for the fiscal year (7/1-6/30) is \$2,000. YTD we have spent \$788.98 and Mr. Kinchla is owed approximately \$500. Additional income to the Committee comes from sale of recycle containers. Nancy is to give Mr. Schmid income and inventory numbers monthly.

- **Transfer Station Budget report:** Ms. Lisbon presented this topic. The items called Solid Waste Disposal in the Town budget refer to the operation of the Transfer Station. Largest item in the budget is "Purchased Services" at \$289,000, which is a super-encompassing category. Salaries are \$71,000; diesel fuel \$72,000, recycling committee \$2,000. Ms. Lisbon noted that \$3,600/year has been being spent on "box rental" for the collection of mixed paper and cardboard, and that the Town would be buying those boxes for \$12,200 instead of renting them. The capital cost is greater than a year's savings, but less than 2 years, the cost would be recovered and there would be savings thereafter.

There was discussion about how to create incentive to get people to recycle more. Ms. Lisbon stated that it is the Committee's role to come up with plans for how to accomplish things, such as to reduce construction material, and present them to the Board of Selectmen. Once the Selectmen approve, then it gets implemented.

- **Deposit Trailer Update:** Ms. Shukla updated us on the trailer and raised questions about whether she could sign forms that require the Treasurer's signature. It was agreed that she could. There was discussion and explanation of the process by which the organization receiving the proceeds for the month receives them. It was agreed that Ms. Shukla would send a spreadsheet monthly to all Committee members and that Mr. Schmid would include this as part of his Treasurer's report.

- **Website Update** Matthew Schmid provided an update on the progress of the Trash & Recycling Website and the committee discussed highlights that could be added to the main page. Suggested highlights included... Spring Clean-up and opportunity to volunteer as street coordinator or to pick-up; Food Scraps Program; LED Light Recycling Opportunities; Mr. Schmid asked for updates to various components of the website for 2015 and the following committee members agreed to provide him the following updates:

Ms. Shukla - list of clubs covering the Redemption Trailer for each month of 2015

Mr. O'Keefe - list of events planned for 2015

Mr. Poulsen - list of hazardous waste days and contact information for participating towns for 2015

- **The Transfer Station update** was not discussed as time was running short, but the following actions were taken:

Mr. Poulsen - Follow-up w/ Wade on the best way to get a sign on the book bin to direct residents to leave their books in Mary Swap shop (that books not taken at Mary's then go to the book bin)

Mr. Poulsen - Follow-up w/ Mike w/ a file of print outs for the bulletin board at the TS

- **The School Liaison update** was not discussed as the Ms. Wilcox was not present.

Initiatives beyond those discussed and agreed previously for the Transfer Station, included the following (no decisions or commitments to lead or participate were made):

- Mr. Kinchla suggested initiatives to drive more town residents to participate in the Food Scraps Program would have a large impact on solid waste reduction.

- Mr. Poulsen suggested further analysis of Single Stream and PAYT was warranted as these approaches to waste and recycling have the potential to have a huge impact on recycling as a percentage of total waste, thereby reducing solid waste. Mr. Poulsen suggested that further analysis should include a more complete and factual comparison of the waste, recycling, cost impacts for other towns; varieties of implementation methods; and potential implementation scenarios for Dover w/ associated waste, recycling and cost impacts.

- Mr. Schmid suggested pursuing a more complete picture of the revenues that the town receives for recyclables

- **An initiative brainstorming meeting** is planned for middle of January w/ the committee's School Liaison, Ms. Wilcox, to flesh out ideas and specifics for initiatives and internships that might be undertaken w/ the schools. Date still to be set and communicated by Ms. Wilcox.

Meeting was adjourned,

Next meeting: 2/4/15, 7 p.m, Town Garage.