

Dover Recycling Committee
8/12/2015 Meeting Minutes – Approved

Present: Mike Kinchla, Carol Lisbon, Wendy Muellers, Chris Poulsen, Matthew Schmid, Savita Shukla

Absent: Amy Wilcox

Agenda

1. Call to order
2. Approval of last meeting minutes 7/7/2015
3. Initiative Updates
 - PAYT/SMART Project
 - Buy Recycled Policy
 - Transfer Station
4. Committee member reports:
 - Treasurer
 - Deposit Trailer Coordinator
 - Communications Coordinator
 - Website Coordinator
 - School Coordinator
5. FY2016 Initiatives

1. Meeting Called to Order

2. July 7, 2015 Minutes approved.

3. Initiative Updates

PAYT/SMART – C. Poulsen provided an update on the progress of the efforts he and two interns and Kathi Mirza have been making in summarizing SMART in Massachusetts and planning for a program in Dover. Mr. Poulsen indicated the DRC would be provided a presentation on 9/1 7:00-9:00 PM at the Town Garage. C. Lisbon suggested we should have our Selectman liaison present and that she would seek to find out who that is and to invite them. Mr. Poulsen indicated that he would like to apply for In-Kind Assistance by 8/25 and it was agreed that he would get off a note to the Selectman for their approval to apply for the grant. Lastly, the timeline to get a program proposed and into the town warrant and fiscal process for FY2017 was discussed and Mr. Poulsen would incorporate this timeline into the presentation on 9/1.

Town Buy Recycled Policy – Ms. Lisbon indicated that she had requested this be put on the 9/10 agenda for the Selectman meeting. There was some discussion about steps for updating the prior policy and what needed to be included. Finally, it was decided that W. Mueller would need more time to draft and circulate the new policy for input by the DRC (including input from Dave Ramsey), DRC approval, and ultimately for approval by the Selectman. Ms.

Lisbon would follow-up w/ the Selectman to remove the consideration of a "Town Buy Recycled Policy" from the 9/10 agenda.

Transfer Station – The committee discussed the need to have Craig Hughes, the Superintendent of Streets, present at least once per quarter. Mr. Poulsen offered to email and solicit DRC members whether there is any day when members could accommodate a daytime meeting once every three months so that we can have Mr. Hughes' present, and to follow-up w/ Mr. Hughes accordingly. Mike Kinchla indicated his intent to add hand sanitizing lotion around the TS and paperwork holders in the deposit trailer and would follow-up with Wade and Craig to gain their approval and installation. Ms. Muellers had researched a furniture recycling vendor and proposed posting this information on the Trash & Recycling and Town home pages. This was approved and Ms. Muellers will follow-up with Mr. Schmid to make this happen.

4. Committee member reports:

Treasurer - Matthew Schmid presented the status of the DRC's accounts. It appeared that there was a positive balance of \$613.54 in the Deposit Trailer reimbursement account, though this had to be confirmed with the Town Accountant. Dover Democrats redeemed \$1,037.95 for the month of July. Considering that we are now into the second month of the fiscal year, Mr. Poulsen asked Mr. Schmid to confirm the DRC's \$2,000 budget allocation and what the balance is. Mr. Schmid will follow-up with Mr. Hughes for confirmation and Mr. Poulsen will address an email to Mr. Hughes as well for confirmation.

Deposit Trailer Coordinator – Savita Shukla reported that the DS Girls Cross Country has done an excellent job so far for the month of August. There was some discussion about the waiting list and the appropriate way for application organizations to be offered an opening when one comes up. Ultimately it was agreed that when club or organization gives up its month (or loses the privilege), existing clubs should first be given the right to opt for the month that opened in order to get a month that works better for them and then the first candidate on the waiting list should be asked if they want whatever month is available. If the org on the top of the waiting list doesn't want the month that is available, then the second org on the list should be presented the month and so on down the waiting list. It was agreed that Ms. Shukla would present the waiting list to the DRC each month for purposes of full transparency.

Communications Coordinator – No discussion

Website Coordinator – No discussion

School Coordinator - No discussion

5. FY 2016 Initiatives

Mr. Poulsen asked the committee members to consider initiatives that they would propose for FY 2016 at their next meeting on 9/9.

Mr. Poulsen agreed to arrange a special Dover Day planning meeting in the upcoming week for Dover Day on 9/12.

Next Meetings:

Tuesday, Sept 1, 2015 7-9 PM Town Garage (Special: SMART/PAYT Presentation)

Wednesday Sep 9, 2015 7-9 PM Town Garage (Regular Monthly Committee Meeting)

Meeting adjourned.