

**Dover Recycling Committee  
6/1/2016 Meeting Minutes**

**Present:** Carol Lisbon, Chris Poulsen, Matthew Schmid, Savita Shukla, Craig Hughes  
**Guest:** Janit Greenwood

**Agenda**

1. Call to order
  2. Approval of last meeting minutes
  3. Review Action/Outstanding Items List
  4. Review FY2016 Grants
  5. Upcoming events
  6. DRC Membership
  7. Committee member reports
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1. Meeting called to order 8:00 am
  2. Minutes of 5/4/16 were approved
  3. Outstanding Items List
    - a. Item 5 (summer interns) was closed. Chris has 3 interns who will work on transfer station regulations and PAYT items this summer.
    - b. Item 8 (container locations) was closed. A new site map was provided.
    - c. Item 11 still requires artwork from Craig to be sent to Chris for website updates on plastics signage.
    - d. Item 12 (accounting form) requires action by Craig.
    - e. Item 13 (grant requests) closed
    - f. Item 14 (meet with Ramsay) closed.
    - g. New items:
      - i. Matt: proposed recycling container display design and placement
      - ii. Review signage: state law messaging
      - iii. Carol/Janit: develop initiatives to reduce material going to TS via freecycle.org; identification of non-profits for residential pickup; identification of non-profits to pick up at TS.
      - iv. Craig to consider switching of maintenance bay to new shed and using bay for recycling material.
  4. Grants: to be presented to BOS 6/9/16.
  5. Shred-it day 6/4/16: Wendy confirmed that Bikes not Bombs will pick up bikes on Wednesday, 6/8; Craig to make signs for mattresses, bulk plastics, tires and bikes; request vendors supply numbers (items, tonnage) for use in annual

recycling numbers.

6. Chris to request BOS reappoint Mike and Carol, and appoint Janit Greenwood for 3 year terms.
7. The Committee expressed its thanks to Amy Wilcox for her years of service.

Next meeting: 7/13/16 8 am

Respectfully submitted,

Carol Lisbon