

**Town of Cape Elizabeth
Recycling Committee
Meeting Minutes
November 6, 2025**

Present: Becky Fernald (BF), Nina Trowbridge (NT), Tim Trachimowicz (TT), Jenna Pfueller (JP)

Absent: Stephanie Austin (SA), Melissa Kim (MK), Greg Stewart (GS)

Staff: Jay Reynolds (JR)

Public/Guests: none

1. Call to Order

BF called the meeting to order at 7:05 pm

2. Approval of October 2, 2025 Draft Meeting Minutes:

The October 2, 2025 meeting minutes unanimously approved by the committee.

4 Yes, 0 No NT(motion), TT(seconded)

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

None

4. Review of Bottle Shed Applications

TT gave overview of the applications received, applicant total, and funding totals. The committee discussed the online submission process and the need to have a receipt email sent to applicants. The committee discussed last year's totals, available funds, and the applicant totals. The committee also discussed new groups in comparison to last year. TT recommended deferring any formal action until full committee group is present to review and vote. TT and the committee discussed volunteering signups at swap shop. The committee discussed getting a new 2025 poster with grant recipients. Committee discussed outreach to promote increasing future bottle donations. JR offered to write and send out the letters instead of TT in future years.

5. Outreach, Communications, and Social Media

JP: Noted the recent social media posts, which included household hazardous waste day, The clothing swap event. JP elaborated on volunteer efforts, turnout, and the success of the clothing swap. The committee discussed the leftover/extra clothing

and where they are donated to after the event. BF noted that a Halloween costume swap happens in other parts of the country and could be expanded upon here.

JR gave an update from MK that was provided via-email. The updated included Cape Courier articles. The committee discussed the December article and potential topics.

6. Committee Member Updates and Correspondence

NT discussed the Restore donations. NT will be setting up a meeting with new representative to meet with JR; JR discussed his history with Restore in another Town's transfer station.

BF discussed the school's efforts with regards to food waste composting. NT provided an update from Tom Farmer regarding food waste diversion at the high school and middle school. The committee discussed bottle collection through Clynk at the high school. The committee discussed potential volunteer opportunities. JP noted that "Volunteer Maine" may be an option for assisting with the stations at the cafeteria. BF offered to contact Volunteer Maine.

7. Recycling Center Update

JR provided an update to the Recycling Center. This included recent efforts to re-implement credit card transactions, mobile shredding and household hazardous waste events, and an update on the solar project.

8. Other Business

JR discussed the committee's meeting day and time. The committee discussed potential alternative days and times. Wed., 6:00 OK, 1st of month. Tue: no for JP. JR also discussed the Town's challenges with filling all of the Town committee vacancies. The thought of merging the recycling committee and the energy committee has been suggested as one of several solutions. The Committee discussed this topic and noted the overlap with both existing committees. NT noted that a 'sustainability committee' may be a better name for recruitment purposes.

9. Citizens Opportunity to Discuss Items on the Agenda.

None.

10. Adjourn: The Committee voted unanimously to adjourn at 8:10 pm.