

Town of Cape Elizabeth
Recycling Committee
Meeting Minutes
February 3, 2022

Present: Tim Trachimowicz (TT), Kara Lavender Law (KL), Bruce Rayner (BR), Jennifer MacDonald (JM), Stephanie Austin (SA), Eve Downing (ED), Jenna Pfueller (JP)

Absent: None

Staff: Jay Reynolds (JR), Director of Public Works

Public/Guests: None

1. Call to Order:

TT called the meeting to order at 7:02 PM.

2. Welcome of New Committee Members:

Existing Committee members welcomed new members Eve Downing and Jenna Pfueller to the Committee. Each member provided introductions and information regarding their backgrounds.

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

No members of the public were in attendance.

4. Freedom of Access Act:

JR provided a brief summary of the information and attachments provided regarding Freedom of Access. JR also elaborated on the noticing requirements for public meetings, and also discussed email correspondence outside of committee meetings.

5. Approval of the December 2, 2021 Draft Meeting Minutes:

After making a minor revision, the December 2, 2021 meeting minutes were approved as submitted by a roll call vote.

7 Yes, 0 No

6. Appoint Committee Chair for 2022:

KL made a motion to nominate Tim Trachimowicz (TT) to be the Recycling Committee Chair for 2022. JM seconded the motion. The motion passed by a roll call vote: 7 Yes, 0 No. Several members thanked TT for being chair in 2021 and for continuing as chair in 2022.

7. Bottle Donations Program – Finalize Recommendations:

TT provided background and summary information regarding the Committee's review of applications to date. TT outlined the application process to date. TT also referenced the award letters that he drafted and the Committee endorsed at the previous meeting in December. The Committee agreed to award bottle donations funds to twelve youth groups, which totaled \$15,000.00 in funds. KL inquired about notifying one particular user group. The Committee was comfortable with getting the word out to the applicants at this time. JR to execute the funding disbursement with the Finance Department.

8. Committee Goals – Review of 2021 and Development of 2022:

The Committee reviewed the 2021 goals and provided updates to several of them. The following is a summary of their review:

- SA and JR noted that the Town did not receive the grant from the Portland Water District for the water filling station. The Committee agreed to keep this goal for 2022.
- The entire Committee discussed the goal related to engaging the School in recycling efforts and agreed to carry this goal forward into 2022.
- Education and Community Outreach: Several Committee members discussed this item and offered to provide assistance in the area of community outreach. The Committee agreed to carry this goal forward into 2022.
- EPR Packaging Legislation recommendation to Town Council: Completed and accomplished. Goal removed for 2022.
- Sustainability and Environmental Stewardship: Modify and keep as a 2022 goal.
- Municipal Measurement Program: Remove for 2022.
- Bottle Donations Program: Modify and keep as a 2022 goal.

9. Committee Member Updates & Correspondence:

KL discussed the 5k running event that benefits the Pond Cove and Middle Schools. KL suggested the committee participate by assisting with sustainability efforts for the event. BR agreed that this is a great opportunity to participate.

10. Recycling Center Update:

JR noted that he will be providing Recycling Center statistics to the committee for calendar year 2021. They will be included in the March meeting agenda packet.

11. Other Business:

The Committee discussed whether the March meeting would be in person or remote. The committee agreed to continue meeting remotely for the March meeting.

A committee member asked about receiving a calendar of meetings. JR offered to include this information with the March meeting agenda packet.

12. Citizens Opportunity for Discussion of Items on the Agenda:

No members of the public joined the meeting.

13. The committee voted unanimously to adjourn at 8:23 PM.

The next meeting of the Committee will be held on Thursday, March 3, 2022

Respectfully submitted,
Jay Reynolds