

**Town of Cape Elizabeth
Recycling Committee
Meeting Minutes
October 5, 2023**

Present: Greg Stewart (GS), Becky Fernald (BF), Eve Downing (ED), Tim Trachimowicz (TT), Jenna Pfueller (JP), Jennifer MacDonald (JM)

Absent: Stephanie Austin (SA)

Staff: Jay Reynolds (JR)

Public/Guests: None

1. Call to Order:

JM called the meeting to order at 7:01 PM.

2. Approval of September 7, 2023 Draft Meeting Minutes:

The September 7, 2023 meeting minutes were amended and unanimously approved by the committee.

6 Yes, 0 No

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

No citizens present.

4. Outreach, Communications, and Social Media:

ED updated the committee about the Q+A articles in the Cape Courier column. ED and the committee also discussed potential topics for future articles. JR recommended that the draft Q+A for household hazardous waste day be run in the next article, if possible. ED will be following up with the Cape Courier.

JP announced that the clothing swap event at the library is scheduled for Saturday, November 4th, which is the same day as household hazardous waste day. It will occur in the afternoon. ED and the committee discussed outreach and communications for this event.

JP discussed recent social media posts, which included the bottle donations grants and the revised Recycling Center hours due to the recent tropical storm.

JM noted that the ecomaine event at the Library was held on September 19th. The committee discussed participation levels and the potential to record and/or live stream the event next time. JM is waiting to hear back from TML and Ecomaine on dates/topics for the next session.

5. Committee Updates and Correspondence:

TT initiated the discussion regarding the bottle donations program. TT noted the Town's webmaster has posted this information to the website and will also repost it again when the deadline for applying approaches. The deadline for submittals was noted as October 20th. JR provided an update as to how many applications have been received to date, along with historical application totals in prior years. TT and the committee discussed the possibility of adding a sign at the bottle shed building that would further promote the program and educate the public about the distribution of funds to youth organizations. TT offered to draft language for the committee to review. TT also asked if the message board could be utilized to promote the program. JR to work the message into the queue.

JP discussed the possibility of a digital sign at the Recycling Center and that there are community resilience grants associated with these types of projects. JP to research further.

JM and the committee discussed the topic of adding signage to the food waste drop-off area.

6. Recycling Center Update

JR provided an update with regards to the Recycling Center schedule and operations. Free materials drop-off for residents will be occurring between October 21st and November 4th. Extended hours/days will be happening on three Sundays: October 29th, November 5th, and November 12th. The committee recommended these days happen later in the season for fall leaf cleanup. JR agreed to move them into November next year.

JR announced that the Town's annual document shredding event was held on September 23rd from 9:00 am to 1:00 pm.

JR also announced that the Town's annual household hazardous waste event is scheduled for Saturday, November 4th from 9:00 am to 1:00 pm.

7. Other Business

The committee discussed Recycling Committee member terms and the timeline for term renewals and new applicants. It was noted that SA's first term is ending, and JM is termed out at the end of this calendar year.

The committee suggested reviewing their goals and other initiatives at the next meeting.

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

None

9. Adjourn: The committee voted unanimously to adjourn at 7:52 pm.

Respectfully submitted,

Jay Reynolds