

**Town of Cape Elizabeth
Recycling Committee
Meeting Minutes
October 7, 2021**

Present: Tim Trachimowicz (TT), Matthew Faulkner (MF), Aubrey Miller (AM), Jennifer MacDonald (JM), Stephanie Austin (SA), Bruce Rayner (BR)

Absent: None

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

Public/Guests: None

1. Call to Order:

TT called the meeting to order at 7:04 PM.

2. Approval of the September 2, 2021 Draft Meeting Minutes:

The September 2, 2021 meeting minutes were approved as submitted by a roll call vote.

7 Yes, 0 No

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

No members of the public were in attendance.

4. Water Bottle Filling Station Project:

SA initiated the discussion regarding the proposed water bottle filling station and grant opportunity. SA announced that she had followed up with Kathy Raftice regarding next steps with the Fort Williams Park (FWP) Committee. JR also followed up with Kathy and noted that she was optimistic that the FWP committee might be willing to support the project financially. KL offered to attend the next FWP committee meeting. JR noted it is scheduled for October 21st. BR asked if the committee should suggest all potential options to the FWP committee. Other members indicated ‘yes’ to that question. JR also noted that the Recycling Committee currently has about \$1,000.00 of unspent money that might be able to be utilized for the grant match. TT summarized next steps for the project, which included the submittal of the grant application by October 31st.

5. Bottle Donations Program:

JR updated the committee regarding the status of applications received to date. He noted that several have been received either electronically through the new online option, and also via-email and US mail. JR is compiling applications onto a master sheet. The sheet was shown to the committee to determine if this format would be beneficial for the review process. The committee agreed that using the sheet, in the formatting/layout shown, would be useful. TT noted that he had received some e-mail responses from the initial application release, which indicated that the program is on several youth group’s ‘radar’ to apply this year. TT also noted his view that the outreach performed by the committee and the town had gone very well. MF initiated a conversation with the committee regarding funding. Specifically, the distribution of funds was discussed, along with the potential for application requests to exceed existing funds balance. JR suggested that he obtain a fund balance from the Finance Department, and the committee waits

until the November meeting to see how much money is requested. JR noted he will have all the applications, prior funding requests/distributions, fund balance, and other related documents prepared for the November meeting. The committee discussed and agreed to dedicate the November and December meetings toward the review of the applications.

6. Committee Member Updates & Correspondence:

Several Committee members discussed various recycling options that private retail companies are providing for certain items. TT noted that Pratt Abbott has a drop-off option for single-use plastic bags. SA noted a return option for contact lenses at an eye care company. MF noted a fast food chain allowing sauce containers to be recycled at their restaurant.

KL noted that Ecomaine and NRCM was seen on CNBC news regarding Maine's EPR legislation.

7. Recycling Center Update:

JR noted that the Town's annual Household Hazardous Waste Day is approaching and will be held on Saturday, November 6th. A discussion was held by the entire committee regarding their potential role in participating in the event. Further discussion was held regarding the surveys that had been previously obtained. JR recommended that, in order of priority, that the committee consider forgoing the HHW day event and focus their efforts in November to the bottle donations program and the upcoming review of applications.

JR also noted that he completed the implementation of the paint recycling opportunity through "Paint Care". He announced that residents can now dispose of their paint and paint-related products year-round at the transfer station.

JR also noted a staffing vacancy and his efforts toward filling the position.

8. Other Business:

MF asked if the committee should meet at Fort Williams Park to further refine the location of the proposed water bottle filling station. KL offered to meet with the Fort Williams Park committee if necessary to discuss the location further.

JR noted that the annual committee appointments process has begun, and that there are potentially two recycling committee member positions to fill.

AM suggested that, at next month's meeting, the committee review the bottle shed applications electronically with laptops and other devices, versus having printed versions of all the application documents.

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

No members of the public joined the meeting.

10. The meeting was adjourned at 8:02 PM.

The next meeting of the Committee will be held on Thursday, December 2, 2021

Respectfully submitted,
Jay Reynolds