

Town of Cape Elizabeth
Recycling Committee
Meeting Minutes
December 5, 2024

Present: Becky Fernald (BF), Eve Downing (ED), Nina Trowbridge (NT), Tim Trachimowicz (TT), Stephanie Austin (SA), Greg Stewart (GS), Jenna Pfeuller (JP)

Absent: n/a

Staff: Jay Reynolds (JR)

Public/Guests: none

1. Call to Order

SA called the meeting to order at 7:03 pm

2. Approval of November 7, 2024 Draft Meeting Minutes:

The November 7, 2024 meeting minutes were amended and unanimously approved by the committee.

7 Yes, 0 No

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

None

4. Review of Bottle Shed Grant Applications

TT summarized last meeting's discussion regarding the review of the bottle shed grant applications. This included how to potentially allocate the money, possible funding solutions, and the decision to forego any final action until the full committee had an opportunity to review the items. GS: provided details with regards to the funding sheet he developed. In summary, 21 applications were received. Funding requests ranged from \$800 to \$10,000. GS elaborated on several funding scenarios. JR noted a late application was received. TT discussed possible format scenarios for future reviews and the funding formula. SA: commented on dividing the money equally between all applicants. JR noted that grant distribution amounts could be based primarily on number of applicants and available budget. TT and the committee

discussed volunteering as a more important requirement. SA asked about what the average grant awards have been historically. JR provided info from 2021 through 2024. BF: likes the volunteer requirement, noting that volunteering gives some level of commitment to the program. The committee discussed including the volunteering efforts in the award letter. TT: commented on messaging for volunteering, and the need to promote it. The committee further discussed volunteering and whether this would be a future requirement.

A motion was made to deny the application that was received after the deadline. The motion was seconded. The motion passed unanimously (7-0).

A motion was made to fund all the applicants with an equal split of available funds. The motion was seconded. The motion passed unanimously (7-0).

The committee discussed draft language for the award letter.

ED: discussed updating the poster at the bottle shed, and also suggested writing a story to the Courier regarding the awards.

5. Outreach, Communications, and Social Media

ED noted that she is starting story for the Cape Courier.

ED also discussed social media posts in the 'buy nothing – sell nothing' group.

JP discussed the Cape Courier and a possible story regarding the recently implemented composting program at the schools.

6. Committee Member Updates and Correspondence

BF and SA discussed the school composting efforts. SA emailed the Pond Cove Elementary School principal request a meeting to discuss streamlining the 4th grade composting. The meeting would be to discuss developing a plan from school leadership. SA: noted that Garbage to Garden provides in person educational outreach, which might be of benefit to elementary school students.

JP noted that the State is developing a program to provide support for composting programs. Smaller schools are their first targeted priority.

SA recapped the plastic film recycling Trex challenge and the public event at the Library. The plan is to phase out the drop-off site at library at the end of the year. The committee discussed the idea of transferring the program to another group in Town. It was noted that the program still has volunteers committed through January. TT asked if other groups can apply. SA replied yes. There are several groups noted that are good potential candidates. The committee discussed possible groups.

JP discussed the fall clothing swap event at the library. The event went great, was a little smaller than usual. It was noted that the spring event has been larger in comparison. The volunteers were able to clean up in one hour. The event had an estimated 80-90 attendees. The leftover clothes went to primarily to Maine Needs and Goodwill.

7. Recycling Center Update

Jay Reynolds (JR) gave a brief update regarding the transfer station operations.

JR and the committee discussed the Restore/Habitat for Humanity initiative.

JR noted that he received an inquiry about a potential new volunteer at the Swap Shop.

JR noted that the Town's communications coordinator has requested information from all committees to develop an 'end of year review' communication. This communication will highlight each committee's accomplishments and highlights in 2024. The committee discussed 2024 activities. JR offered to circulate a list for others to expand upon.

8. Other Business

The Recycling Committee thanked Eve Downing for her service for volunteering on the Recycling Committee.

9. Citizens Opportunity to Discuss Items on the Agenda.

None.

10. Adjourn: The Committee voted unanimously to adjourn at 8:21 pm.