

Recycling Meeting Minutes 1-April-2021 @ 7:00 P.M.

<b>Members Present (remotely)</b> Lee Williams Rebecca Gore Karen Willis Betty Mattson Mary Beth Hayes Norm Eisenmann	<b>Members Absent</b> Ivy Igbe Jocelyn Demuth	<b>Guests Present (remotely)</b> Ray Pourali Serena Pan (Eco-Club) left at 7:42 p.m.
<b>Sustainability Manager Present (remotely)</b> Melissa Joyce		

**Call to Order.**

The meeting was called to order at 7:03 p.m.

RECEIVED

2021-05-10

9:33 AM

**Review and Approve Meeting Minutes – March 2021**

The March meeting minutes were reviewed and approved by unanimous vote.

TOWN OF CHELMSFORD

PATRICIA E. DZURIS

**Eco Club Input**

The Eco Club is working with the National Honor Society (NHS) on a town cleanup. The Eco Club will pick the places and the NHS will post the locations looking for volunteers. Many new members in NHS will be desiring the volunteer hours. For logistical reasons, the cleanup will be separate from the full Town Wide Cleanup and apply to students only. Students will need to sign in to get credit for the volunteer hours. Tentatively it will be done the weekend of April 17<sup>th</sup> and 18<sup>th</sup>.

TOWN CLERK

Committee members gave a few suggestions for possible areas in Town for the students to target, including:

- Southwell fields in North Chelmsford;
- Russel Mill areas; and
- Near the intersection of Route 110 and Route I-495.

Melissa Joyce will assist with the distribution of yellow bags and coordinating the bag pickup.

**Sustainability Manager Update – Melissa Joyce**

**TONNAGE TOTALS for February 2021**

Pink bags 5484 pounds

Recycling: 235.32 tons

Trash: 741.65 tons

(24.0% recycled. 24.3% diverted includes pink bags)

# Recycling Meeting Minutes 1-April-2021 @ 7:00 P.M.

## OTHER MATTERS OF INTEREST

The DEA Annual National Prescription Drug Take Back Initiative is Saturday April 24, 2021 between 10:00 a.m. and 2:00 p.m. at the Chelmsford Police Department. Please drop off any unwanted or expired prescription medications you have in your home.

McCarthy Middle School and the Center School Parent Teacher Organizations are having a junk day on 24-April at the CPS Administration Building. For a donation they will accept appliances, metal furniture, lawn equipment, grills (no propane), computer equipment, TVs, and monitors.

Curbside Composting will need a Request for Proposal (RFP) sent to three companies. How many residents do we think will be interested? Should we conduct a survey to get level of interest?

One person suggested that curbside pickup of composting can fail due to the smell and the insects.

Discussed with the Board of Health regarding a container for drop-off composting. May need to enclose the area behind the Town Hall near the dumpsters.

Household Hazardous Waste drop off will be held on 24-APRIL. Rebecca, Lee, Norm, and Betty will assist. Norm will create a sign up sheet and send out to Committee members.

Some residents are already coming to get yellow bags from the DPW for Town wide cleanup. Karen and Melissa will work on publicity.

## Old Business

### Recent and Upcoming Events

EVENT	DATE(S)	TIME	LOCATION
Indoor Composting Workshop	13-March	COMPLETE	
Talking Trash and Recycling Presentation	2-March	COMPLETE	
Rain Barrel and Compost Bin pickup ~150 residents participated	27-March	COMPLETE	
First Bulb Shed Day of 2021 [NRE & MB 0830 to 1200 NRE and KW 1200 to 1400]	7-April	9 a.m. to 5 p.m.	Behind Town Hall
Household Hazardous Waste [Consider announcing at Select Bd Meeting on 12-April. Consider handouts with relevant recycling information to give to residents]	24-April	9 a.m. to 1 p.m.	DPW yard at 9 Alpha Road
Town wide Cleanup	20-April to 27-April	Not applicable	Not applicable
May Bulb Shed Day	5-May	9 a.m. to 5 p.m.	Behind Town Hall
Shredding Event	8-May	9 a.m. to 1 p.m.	DPW yard at 9 Alpha Road

# Recycling Meeting Minutes 1-April-2021 @ 7:00 P.M.

EVENT	DATE(S)	TIME	LOCATION
Leaf drop-off	15-May	9 a.m. to 1 p.m.	DPW yard at 9 Alpha Road
Brush drop-off (may not be able to be held if wood chips cannot be sent to energy plants)	15-May	To Be Determined	Community Tree
June Bulb Shed Day	2-June	9 a.m. to 5 p.m.	Behind Town Hall

### Publicity/website Update

The new website ([www.chelmsfordrecycles.com](http://www.chelmsfordrecycles.com)) is up and running on SquareSpace.

- Norm needs to find an easy way to transfer everything on the .com site to the .org site.

### Review of 2020-2021 Goals and Long-Term Goals

See Attachment 1 for updated goals.

### Review of Open Action Items

Date	Owner	Action	Due Date
5-Nov-2020	Mary Beth	Need to order bags to hand out at the Farmers Market. (The last order was from Bullet Brands and cost \$2.60/bag for 500 bags, made from recycled materials.) Mary Beth will investigate. Can also purchase virgin cotton bags or recycled plastic bags. Will ask for samples to review the quality. Bullet Brands will send a couple of samples.  Reviewed the table put together by MB. Need to consider bags that will last awhile. Prefer ones made in the USA. Need sizes.	3-June-2021
4-Feb-2021		Create flyer for the tax bill	July
1-Apr-2021	Norm	Submit March meeting minutes to the Town Clerk	Complete
1-Apr-2021	Norm	Submit April draft minutes to the Committee	12-April-2021
4-Mar-2021	Karen	Readvertise the Compost bins and rain barrel sale on Patch.	Complete
4-Mar-2021	Melissa	Put together the breakdown of costs for recycling pickup, trash pickup, trash disposal, and recycling processing	6-May-2021
4-Mar-2021	Betty	Determine if she can take videos of upcoming drop-offs.	Not Possible
4-Feb-2021	Lee	Repair Cafés Research/Prep	3-June-2021
4-Feb-2021	Lee Karen Rebecca	Organics curbside pickup: Town request for bids; residents sign up and pay individually. Offbeet is one possibility. Karen has information from previous years.	3-June-2021
4-Feb-2021	Lee Karen Rebecca	Organics drop-off: Promote with sale of compost bins in the spring, free compost pails?	3-June-2021

Recycling Meeting Minutes 1-April-2021 @ 7:00 P.M.  
Page 4 of 8

<b>Date</b>	<b>Owner</b>	<b>Action</b>	<b>Due Date</b>
4-Feb-2021	Norm Mary Beth Melissa	Support parts of the first Shed Day of the year.	Complete
4-Feb-2021		Obtain more post cards from the DEP to handout at drop off events	
1-April-2021	Norm	Create signup sheet for HHW volunteers	Complete
1-April-2021		Consider announcing the HHW drop-off at Select Board Meeting on 12-April.	
1-April-2021		Consider handouts with relevant recycling information to give to residents at drop-offs.	

**New Business**

Composting.

- Discussed a regular monthly subsidized composting workshop.
- Provide subsidized 'Compost Starter Kit.
- EnviroPal is a small business in Chelmsford.
- More discussion next month.

**Open Discussion**

6-May-2021 is the next meeting at 7:00 p.m.

**Motion to Adjourn.**

The meeting was adjourned at 8:39 p.m.

# Recycling Meeting Minutes 4-March-2021 Attachment 1

### Review of 2020-2021 Goals and Long-Term Goals

#### **Mission Statement:**







The Chelmsford Recycling Committee is dedicated to reducing the volume of solid waste generated in the town of Chelmsford. The committee strives to promote waste reduction, reuse, recycling, repairing, and composting among the residents, businesses, and institutions in the town of Chelmsford.

Prior to June 2021	Beyond June 2021	Recycling Committee Goals	Committee Member Taking Lead
		<b>EDUCATION/AWARENESS</b>	
X		Website overhaul <ul style="list-style-type: none"> <li>• New website up and running.</li> <li>• Using Squarespace as the 'one stop shop'.</li> <li>• Initially will set up under chelmsfordrecycles.com.</li> <li>• Once functional then transfer back to .org.</li> </ul>	Norm
	X	Library presentation <ul style="list-style-type: none"> <li>• Wait until after the Trash/Recycling Presentation.</li> <li>• Consider discussing not using plastics in laundry products and other products.</li> <li>• The Top Ten ways to reduce plastic in your life is a possible topic.</li> </ul>	Betty
X		Town-wide Clean-up re-imagined	Ivy
complete		Talking Trash & Recycling Presentation	Karen
		<b>REDUCE WASTE</b>	
	X	Charge fee for bulk items	
	X	Promote reduction of waste (prevention), awareness of the impact. <ul style="list-style-type: none"> <li>• What does waste disposal and recycling actually cost Chelmsford's households?</li> </ul>	Mary Beth
		<b>RE-USE/REPAIR</b>	
	X	Transfer station/swap shop	
	X	Promote local swap resources (Buy Nothing Chelmsford, etc.)	Betty Mary Beth
X		Repair Cafés Research/Prep	Lee
	X	Repair Cafés Three events/year, post-pandemic (Eco Club participation?)	
		<b>RECYCLE-RESIDENTIAL/TOWN RECYCLING</b>	
	X	Multi-vendor recycling event (shredding, electronics, tires, etc.)	Karen
	X	Trash/recycling bins at parks, athletic fields	
		<b>RECYCLE-BUSINESS RECYCLING</b>	


Recycling Meeting Minutes 4-March-2021 Attachment 1

Prior to June 2021	Beyond June 2021	Recycling Committee Goals	Committee Member Taking Lead
	X	Advocate for Board of Health mandate for hauler permits	Jocelyn
	X	Plan the Implementation: <ul style="list-style-type: none"> <li>• Research how other MA municipalities have implemented business recycling programs and</li> <li>• Conduct a survey of Chelmsford businesses to find out what level of business recycling is going on now.</li> </ul> Eco Club could help with either or both of the items.	Jocelyn Mary Beth
	X	Promote awareness	Jocelyn
<b>COMPOST</b>			
X		Organics curbside pickup: Town request for bids; residents sign up and pay individually. Offbeet is one possibility. Karen has information from previous years.	Lee Karen Rebecca
X		Organics drop-off: Promote with sale of compost bins in the spring, free compost pails?	Lee Karen Rebecca
	X	Curbside organics	
	X	Promote overwintering of leaves	Jocelyn

Recycling Meeting Minutes 4-March-2021 Attachment 2  
Page 7 of 8

DRAFT Table Comparing Reusable Grocery Bags for Purchase by the Chelmsford Recycling Committee										
For Discussion Purposes										
Name	Material/ Color	Pic	Size	Recycled Content	Compostable?	Made in:	Usage Equivalent to HDPE Bag , UK Study*	Usage Equivalent to HDPE Bag , Danish Study**	Unit Price @ 500	Price for 500 ***
PET Folding Carry All	PET, polyethylene terephthalate. Multi colors.		19-1/2" high (including handle) x 15-1/2" wide	60% recycled post-consumer PET	No	China	11-26	37	\$2.60	\$1250.00
PET Folding Sling Tote Bag	PET, polyethylene terephthalate. Multi colors.		13-1/2" wide x 14-1/2" high	60% recycled PET	No	China	11-26	37	\$2.63	\$1265.00
USA Made Cotton Flat Tote	7 oz. Cotton (thin canvas), Natural color only		13.5" high x 13-1/2" wide	None	Yes	USA	131-327	7,100	\$2.82	\$1360.00
Recycled Garment Cotton Carry All Bag	Cotton (70%80%) blended with polyester. Multi colors available.		15" high x 16-1/2" wide	recycled "industry" cotton blended with recycled post-consumer polyester	No	China	??	??	\$3.10 (\$2.82 each for 600+)	\$1500.00
Large USA Made Cotton Flat Tote	7 oz. Cotton (thin canvas), Natural color only		15-1/2" wide x 15-1/2" tall	None	Yes	USA	131-327	7,100	\$3.13	\$1515.00
USA Made Cross-Body Bag	10 oz. Cotton (canvas), Natural color only		14-1/2" high x 14-1/2" wide, 48" handles	None	Yes	USA	131-327	7,100	\$3.58	\$1740.00

Recycling Meeting Minutes 4-March-2021 Attachment 2  
Page 8 of 8

<b>DRAFT Table Comparing Reusable Grocery Bags for Purchase by the Chelmsford Recycling Committee</b>										
<b>For Discussion Purposes</b>										
Full Size Recycled Cotton Market Bag5.45	8 oz. recycled cotton, Natural color only.		11" wide x 15-1/2" high x 6" deep	Recycled cotton	Yes	Pakistan	131-327	7,100	\$5.45	\$2675.00
* Based on "Life cycle assessment of supermarket carrier bags: a review of the bags available in 2006," Report: SC030148, UK Environment Agency. Considered climate change impact only.										
Range indicates comparison to HDPE bag used only once, (no re-use) and HDEP bags used twice (e.g, litter bag or grocery bag)										
** Based on "Life Cycle Assessment of Grocery Carrier Bags," Denmark EPA, February 2018. Considered much wider range of environmental impacts.										
** - Shipping not included, estimated at \$6-\$70. Bulletin Brands gives us a \$50 discount (included in figure for 500 bags).										
Bags made in the USA are subject to more stringent environmental and worker safety regulations compared to bags made in China, Viet Nam, Bangladesh, and other developing countries, where these bags are typically manufactured. Should we consider global environmental impacts, not just local impacts?										
Should we avoid printing or branding? The inks and dyes contribute to the environmental burden of the bag.										
<b>Prepared by MB Hayes, 3-26-2021</b>										
<b>Revised 4-5-2021</b>										