


<p>Members Present Karen Willis Lee Williams Rebecca Gore Norm Eisenmann Becky Soderman</p>	<p>Members Absent Kristin Champagne</p> <hr/> <p>Guests Present Jennifer Yu (CHS Eco Club) (remote, left at 6:10 p.m.) Tamar de la Concepción</p>	 <p>Chelmsford Recycling Committee</p>
<p>Sustainability Manager Present Chris Haley (remote)</p>		

Call to Order.

The Committee meeting was called to order at 6:02 p.m.

Assign Recorder of New Action Items

Becky volunteered to record the action items.

Review and Approve Meeting Minutes – April 2023

The 6-April-2023 meeting minutes were reviewed and approved.

Eco Club Input

- Application for the composting grant to support the CHS program was approved. The amount is \$10,000. Chris and Somi are working on the paperwork setting up accounts.
- The Club members are discussing how to inform the incoming freshman regarding the composting program. They may do it at freshman orientation later this school year.
- Volunteers may be needed to monitor the bins at the beginning of the school year to reinforce the composting rules.
- Students at CHS do not get out until 16-June.
- Jennifer and Somi may attend the August Recycling Committee Meeting.
- The students collected 16 or 17 bags of trash for Town Wide Cleanup at the school.
- Students also manned a table at the Earth Day Fair.

Sustainability Manager Update

The annual guide is almost complete for a first draft. The graphics are still being developed.

No time to work on the Black Earth contract and therefore it may not make it into the annual guide.

Repair Café: Two potential dates in September, but we do not know what we will repair.

TONNAGE TOTALS for March 2023

Textile recycling (Formerly Pink Bags)	2460	Pounds
UTEK Mattress*	70	items
Recycling	235.01	tons
Compost from CHS	2.25	tons
Batteries		tons
Trash	725.02	tons

*Using a weight of 60 pounds per item in recycling % calculations

See Attachment 2 for previous tonnages.

Comparison of trash collected in the current year (FY23) and the previous 3 years.

FY23	6778.35 tons
FY22	8163.01 tons
FY21	5421.04 tons
FY20	7934.2 tons

Old Business

Recent and Upcoming Events

EVENT	DATE(S)	TIME	LOCATION
Bulb/Battery Collection (56 residents)	5-April-2023	COMPLETE	Bulb Shed behind Town Hall
Household Hazardous Waste Day (208 vehicles)	22-April-2023	COMPLETE	DPW Yard
Earth Day Fair Lee, Rebecca, and Tamar were there. Gave away 25 bags and talked to more people. Many questions on backyard and curbside composting,.	22-April-2023	COMPLETE	Library
Town wide Cleanup When residents pick up bags, give a sheet asking questions on the cleanup. 75 groups signed up. 36-gallon bags	15-April-2023 to 23-April-2023	COMPLETE	

Recycling Meeting Minutes 4-May-2023 @ 6:00 P.M. @ Town Hall Room 200

EVENT	DATE(S)	TIME	LOCATION
362 bags picked up from the DPW, but do not yet know how many were filled.			
Bulb/Battery Collection (56 residents)	3-May-2023	COMPLETE	Bulb Shed behind Town Hall
Paper Shredding	6-May-2023	9 a.m. to 1 p.m.	DPW Yard
Leaf Drop-off (Need volunteers)	13-May-2023	9 a.m. to 1 p.m.	DPW Yard
Brush Drop-off Lee (9-11) and Karen (11-1)	13-May-2023	9 a.m. to 1 p.m.	Community Tree
PTO Electronics and Metal Recycling	13-May-2023	8 a.m. to noon	School Administration Parking Lot
Garden Club Presentation 30 minutes Where does the trash and the recycling go? Trash to Covanta burn facility. Recycling goes to MRF. Discuss new contract.	6-June-2023		
Bulb/Battery Collection	7-June-2023	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Bulb/Battery Collection	5-July-2023	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Leaf and Brush Pickup	29-July-2023		
Bulb/Battery Collection	2-Aug-2023	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Bulb/Battery Collection	6-Sept-2023	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Bulb/Battery Collection	4-Oct-2023	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Bulb/Battery Collection	1-Nov-2023	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Zero Waste Day	4-Nov-2023	9 a.m. to 1 p.m.	McCarthy Parking Lot
PTO Electronics and Metal Recycling	4-Nov-2023	8 a.m. to noon	School Administration Parking Lot

Publicity/website Update

Do we want to send out a flyer in the tax bill for September?

Lee updated the website to highlight that the recycling website is for Chelmsford MA.

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The Committee website contact form has had several questions submitted this month. Norm and Chris answered the below questions:

DATE	QUESTION	SUMMARY OF ANSWER
4-April	Hello, are we still able to order a rain barrel?	No
7-April	: Hi, one of our 32 gallon recycle bins was hit by a car last night and is crushed. Is it possible for us to get a replacement for this bin? We live over at Park Road in Chelmsford. Thank you!	Sent him to the DPW
8-April	Hi--Do we put scrap metal in solid waste barrels for pickup every week or is there a better place to drop off scrap metal?	The McCarthy and Center Schools have a fund raiser where they collect metal items for a small donation. The Fall one is in November and the Spring one is usually in May, but I have not been able to find the date. Let me ask my fellow committee members and I will get back to you. The next day I received the PTO flyer and provided that information to the resident.
8-April	: Hi, I wanted to pick up a recycle bin. I live at 19 Scotty Hollow Dr Unit When can I come to pick it up?	Sent him to the DPW
9-April	My name is Sarah. I wanted to reach out because I have an Audit of your website that reports on the key areas that Google identifies as the main reasons you're probably missing out on a lot of leads. Are you the right person to send this report with no cost or obligation? If you are, please reply to this email and I'll send it over to you.	Ignored.
11-April	Today is Tuesday April 11th. My recycling was not picked up yesterday. Both bins are full. I've noticed others as well. Will the recycling truck be back today to pick up remaining barrels ??	Chris requested the address.
14-April 28-April	Hi - I have a broken recycling bin. Can it be recycled, or does it go into trash? Recycling does not pick up the empty bin. Thanks.	Suggested that it go in the trash. That did not work. Then suggested that she bring it to the Bulb Shed or my house and I would break it up.
16-April	Thank you for forwarding my complaint onto Chris Haley. Two months have elapsed with no response as far as I am aware. From my experience this notification will fall on deaf	We asked for the streets involved and discovered that those streets are NOT in Chelmsford MA, but are in Chelmsford

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DATE	QUESTION	SUMMARY OF ANSWER
	ears as usual. Clearly their is no monitoring of how operatives perform, a simple day or two on district would be sufficient, but still they rush around, not bother picking up loose items, leave bins or boxes on pavement for mothers with children to walk around and a hazard for anyone visually impaired.	England. Chris responded to that effect and no more complaints.
23-April	: I have two transistor radios. How do I recycle these? Please advise me as to what I should do with them. I don't think they should be just thrown in the trash.	I suggested waiting for the PTO drop-off or taking to Staples.
23-April	: Hi, I have some of the old kitchen cabinets(wwoden) to be dumped for recycling. is there a place i can come and dump them? how much you guys charge for it? Please let me know.	Your wooden cabinets cannot be recycled in Chelmsford Massachusetts. They are considered construction debris and that needs to be handled separately. See the annual flyer for the phone number of the hauler.

Lee has been updating the website.

Bags to benches: Bench is at the DPW pending Town Manager's approval and the Historical District Commission on location.

Review of Open Action Items

DATE	OWNER	ACTION	DUE DATE
1-Sep-22	Rebecca	Rebecca will speak at the Garden Club's 6-June-2023 meeting.	6-Jun-23
5-Jan-23	Kristin	Status of the Bags to Benches bench	COMPLETE
2-Mar-23	Norm	Stake out the location for the 2 nd shed.	COMPLETE
2-Mar-23	Lee	Create flyer for Town Wide Clean	COMPLETE
2-Mar-23	Becky	Contact Keep Mass Beautiful	COMPLETE
2-Mar-23	Becky	Create handout with instructions with responding to the cleanup, how many bags filled, how many people hours spent, send a photo,	COMPLETE
2-Mar-23	Everyone	Look for areas of Town that need cleanup	COMPLETE
2-Mar-23	Chris	Setup meeting with Lee and the senior center management. --- (Monday 10:30am April 10 th)	COMPLETE
4-Apr-23	Lee	Send town wide cleanup flyer to schools and churches	COMPLETE
4-Apr-23	Karen	Everyone sends streets that need trash pickup for town wide cleanup day	COMPLETE
4-Apr-23	Lee	What can we do as the Recycling Committee to support a bottle ban or any other cause? Per Town Manager's office the Committee can endorse a bill a letter writing campaign, collect signatures, as long as we do not raise \$\$.	COMPLETE
4-Apr-23	Chris	Can we get trash picker uppers (Reacher Grabber Tools) (seems very unsanitary for the library).	COMPLETE

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DATE	OWNER	ACTION	DUE DATE
4-Apr-23	Karen	email norm about Household Hazardous Waste Day	COMPLETE
4-Apr-23	Lee	Work with the Sr Center on potential repair café dates that can be added to the Committee's next agenda.	COMPLETE
4-Apr-23	Chris	Work on draft of annual town flyer then send it to the Committee to review and suggest edits	1-Jun-23
4-May-23	Lee	Send out links on the Better Bottle Bill	22-May-23
4-May-23	Lee	Email information on the Acton repair café date.	22-May-23
4-May-23	Chris	Reserve McCarthy Parking Lot for ZWD 2-Nov.	22-May-23
4-May-23	Lee	Signup for Country Fair Booth	22-May-23
4-May-23	Tamar Rebecca	Send pdf of the bookmarks to Jessica at the library	15-May-23
4-May-23	Tamar Rebecca	Investigate a mending workshop at the library	15-May-23
4-May-23	Lee and Becky	Info to Norm for the survey	12-May-23
4-May-23	Norm	Norm send out survey	15-May-23
4-May-23	Chris	Send out Draft of annual guide/flyer	22-May-23
4-May-23	Tamar Rebecca	Prepare presentation to one of the schools once the target grade is identified.	4-Sept-23

Review of 2021-2022 Goals and Long-Term Goals
See Attachment 1 for updated goals.

New Business

Better Bottle Bill

- Would be expanded to cover water bottles, single use alcohol bottles, and everything up to 10 cents per bottle.
- Does the Committee want to support the bill?

Repair Café Video and Potential Dates

- Everyone should watch the video on repair café's that Lee sent.
- 23rd of September
- Setup at 9 a.m.
- Open 10 a.m. to 1 p.m.
- Complete repairs by 2 p.m.
- Cleanup 2 p.m. to 3 p.m.
- There is an upcoming one at Acton (June 17th) that we could visit to see how they are done.

School PTO Recycle Day/Zero Waste Day Potential Dates

- 4-Nov-2023
- 4-May-2024
- 2-Nov-2024

Country Fair Booth

- 3-July (5 p.m. to 10 p.m.)
- 4-July (8 a.m. to 3 p.m.), \$85

Select Board Survey

Feedback was received from the Town Clerk.

Open Discussion

Recycling Education in Schools

- What grades are interested in the presentation?
- Someone needs to prepare a presentation for the schools regarding recycling.
- What is the access to the schools and how is it coordinated? Probably start with teachers and get them to be the proponent.

Leaf Mulching Education

- Encourage people to mulch or compost their leaves. Provide handouts at the 4th of July booth and place on the website.

Textile Mending Workshop

- The library could have a workshop to show teens how to mend their clothes. Scraps could be used to make dolls or other things.

Review New Action Items

Completed items were updated and new items were added to the Action Item List

Next Scheduled Meeting

1-June-2023 at 6:00 p.m. is the next meeting. It will be held at the Town Hall at 50 Billerica Rd. Room 200 with the option of remote attendance.

Motion to Adjourn.

The meeting was adjourned at 8:00 p.m.

Attachments

1. 2021-2022 Long-Term Goals
2. FY 2020, 2021, 2022, and 2023 Trash and Recycling Tonnages

Recycling Meeting Minutes 4-May-2023 @ 6:00 P.M. @ Town Hall Room 200
Attachment 1: Long Term Goals Page 8 of 11

Review of 2021-2022 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 2023	Beyond June 2023	Recycling Committee Goals	Committee Member Taking Lead
		EDUCATION/AWARENESS	
X		Tour Covanta burn facility (possibly May or June)	Chris
X		Tour Black Earth Composting facility (possibly May or June)	Chris
	X	Tour E.L. Harvey Transfer Station and MRF	Chris
X		Tour Complete Recycling Solutions (possibly May or June)	Chris
	X	Recycling Education in Schools. Present to one group. What is recycled and why? We still will be using Waste Management in Billerica's MRF.	
		REDUCE WASTE	
	X	Plastic Free July Could be a focus of the 4 th of July table	
		RE-USE/REPAIR	
	X	Repair Cafés Three events/year, post-pandemic (Eco Club participation?) Hire a company to bring in parts and run the repair café? (Consider a September date and a location.)	Lee
		RECYCLE-RESIDENTIAL/TOWN RECYCLING	
X		Multi-vendor recycling event (shredding, electronics, tires, etc.) The Zero Waste Day.	Karen
	X	Open the Bulb Shed on a Saturday	Norm
		COMPOST	
X		Organics curbside pickup: Town request for bids; residents sign up and pay individually. Karen has information from previous years.	Chris
	X	Organics Day with Black Earth	
	X	Worm Composting	

Recent Recycling Tonnages

FY2023	July 2022	August 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	April 2023	May 2023	June 2023
Textile Recycle (tons)	0.696	0.992	0.87	0.87	1.03	0.51	1.725		1.23			
Recycling (tons)	273.07	273.42	193.99	265.95	282.94	290.22	309.32	223.27	235.01			
FY23 YTD (tons)	273.07	546.49	740.48	1006.43	1289.37	1579.59	1888.91	2112.18	2347.19			
Mattresses/Box Springs (units)	78	92	82	80	88	76	76	78	70			
Weight (tons)	2.34	2.76	2.46	2.40	2.64	2.28	2.28	2.34	2.10			
CHS Compost				2.25	2.25	2	2.25	2.25	2.25			
Batteries		0.12		0.41								
Trash (tons)	721.29	822.24	801.64	731.69	804.93	768.9	768.81	633.83	725.02			
FY23 YTD (tons)	721.29	1543.53	2345.17	3076.86	3881.79	4650.69	5419.5	6053.33	6778.35			
% Recycled	27.4%	24.9%	19.4%	26.5%	25.9%	27.3%	28.5%	25.9%	24.3%			
% Diverted	27.7%	25.2%	19.8%	26.9%	26.2%	27.5%	28.9%	26.2%	24.7%			

FY2022	July 2021	August 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	April 2022	May 2022	June 2022
Textile Recycle (tons)	0.58	0.85	0.51	2.1725	2.8305	1.4455	1.9085	1.383	1.9135	2.1865	0.5405	0.714
Recycling (tons)	289.14	268.32	289.89	263.59	294.1	321.55	289.68	227.6	273.06	244.24	235.39	317.8
FY22 YTD (tons)	289.14	557.46	847.35	1110.94	1405.04	1726.59	2016.27	2243.87	2517.13	2761.37	2996.76	3314.56
Mattresses/Box Springs (units)	N/A	N/A	N/A	N/A	51	52	85	41	32	66	72	90
Weight (tons)	N/A	N/A	N/A	N/A	1.53	1.56	2.55	1.23	0.96	2.19	2.16	2.7
Batteries									0.59	0.48		0.41
Trash (tons)	899.43	981.09	967.47	852.73	881.83	951.81	877.7	783.57	967.38	1009.78	833.66	1010.36
FY22 YTD (tons)	899.43	1880.52	2847.99	3700.72	4582.55	5534.36	6412.06	7195.63	8163.01	9172.79	10006.45	11016.81
% Recycled	24.3%	21.5%	23.0%	23.6%	25.0%	25.2%	24.7%	22.5%	22.0%	19.4%	22.0%	23.9%
% Diverted	24.4%	21.5%	23.1%	23.8%	25.2%	25.4%	25.1%	22.7%	22.2%	19.8%	22.2%	24.1%

YTD = Year-to-Date

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FY2021	July 2020	August 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	April 2021	May 2021	June 2021
Textile Recycle (tons)	6.6485	5.712	6.414	5.803	4.8885	4.5085	5.78	2.74	5.45	6.28	4.78	1.54
Recycling (tons)	294.9	269.52	310.3	280.32	304.11	329.44	266.77	235.32	292.95	279.82	262.82	297.4
FY21 YTD (tons)	294.9	564.42	874.72	1155	1459.2	1788.6	2055.36	2290.68	2583.63	2863.45	3126.27	3423.67
Mattresses/Box Springs (units)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Weight (tons)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Trash (tons)	1060.38	887.94	967.24	1039.83	961.2	992.68	854.86	741.65	915.62	912.92	860.7	924.35
FY21 YTD Trash (tons)	1060.38	1948.3	2915.6	3955.4	4916.6	5909.3	6764.13	7505.78	5421.4	9334.32	10195.02	11119.37
% Recycled	21.7%	23.2%	24.2%	21.1%	23.9%	24.8%	23.7%	24.0%	24.1%	23.3%	23.3%	24.3%
% Diverted	22.1%	23.7%	24.7%	21.6%	24.3%	25.2%	24.2%	24.3%	24.6%	23.9%	23.7%	24.4%

FY2020	July 2019	August 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	April 2020	May 2020	June 2020
Textile Recycle (tons)	4.29	4.449	3.672	4.758	6.415	3.779	0	0	3.838	1.194	7.752	6.214
Recycling (tons)	264.1	254.5	240.7	274.5	250.95	302.9	300.2	226.7	247.2	283.3	288.1	307.01
FY20 YTD Recycling (tons)	264.1	518.5	759.2	1033.7	1284.7	1587.5	1887.8	2114.5	2361.7	2645.0	2933.1	3240.1
Mattresses/Box Springs (units)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Weight (tons)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Trash (tons)	990.2	888.98	877.02	981.93	872.5	903.81	886.25	710.89	822.6	920.75	943.43	990.23
FY20 YTD Trash (tons)	990.2	1879.2	2756.2	3738.2	4610.7	5514.5	6400.7	7111.6	7934.2	8855.0	9798.4	10788.6
% Recycled	21.0%	22.2%	21.5%	21.8%	22.2%	25.0%	25.3%	24.2%	23.0%	23.5%	23.2%	23.6%
% Diverted	21.3%	22.6%	21.8%	22.1%	22.8%	25.3%	25.3%	24.2%	23.4%	23.6%	23.9%	24.0%

Fiscal Year Totals

		FY 2022	FY 2021	FY 2020	FY 2019
Textile Recycle (tons)		17.0395 ↓	60.5465 ↑	46.179 ↑	26.91 *
Recycling (tons)		3,314.56 ↓	3,423.67 ↑	3,240.1↑	3171.43
Mattresses/Box Springs Weight (tons)		14.67 **	N/A	N/A	N/A
Trash (tons)		11,016.81	11,119.37	10,788.6	10632.1
% Recycled		23.1% ↓	23.4% ↑	23.0% ↑	22.9%
% Diverted		23.3% ↓	23.9% ↑	23.3% ↑	23.1%

* Textile Program started January 2019

** Mattress Program started November 2021