


<b>Members Present</b> Becky Soderman Lee Williams Norm Eisenmann Rebecca Gore (remote)	<b>Members Absent</b> Karen Willis Kristin Champagne <hr/> <b>Guests Present</b> None	 <b>Chelmsford                  Recycling                  Committee</b>
<b>Sustainability Manager Present</b> Chris Haley		

**Call to Order.**

The Committee meeting was called to order at 6:07 p.m.

Everyone introduced themselves to Chris and he gave his background to the Committee.

**Review and Approve Meeting Minutes – April 2022**

The 7-April-2022 meeting minutes were reviewed and approved by unanimous vote.

**Eco Club Input**

The Eco Club representatives were not able to attend due to school commitments.

The meeting with the principal had to be canceled, but will be rescheduled.

**Sustainability Manager Update**

**TONNAGE TOTALS for March 2022**

Textile recycling (Formerly Pink Bags)	3827	Pounds
UTEK Mattress*	32	items
Recycling	273.26	tons
Trash	967.38	tons

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

**Recent Recycling Tonnages**

See Attachment 2.

**Old Business**

**Recent and Upcoming Events**

EVENT	DATE(S)	TIME	LOCATION
Bulb Shed Open 72 residents	6-April-2022	COMPLETE	Bulb Shed behind Town Hall
Household Hazardous Waste Drop-off # 288 Residents	23-April-2022	COMPLETE	DPW on Alpha Rd
Earth Day Fair Table Outside of the Library	23-April-2022	COMPLETE	Library
Town wide Cleanup -Need to send out flyers. -Sent emails to the residents that helped in 2021. -After the event need to recognize the residents that assisted.	Week of 18 to 22 April	COMPLETE	
Bulb Shed Open 55 residents	4-May-2022	COMPLETE	Bulb Shed behind Town Hall
Shredding Event 200 residents	7-May-2022	COMPLETE	DPW on Alpha Rd
Leaf Drop-off 165 residents	14-May-2022	COMPLETE	DPW on Alpha Rd
Brush Drop-off 149 residents	14-May-2022	COMPLETE	Community Tree
Bulb Shed Open 50 residents	1-June-2022	COMPLETE	Bulb Shed behind Town Hall
Country Fair Table #	3-July-2022 4-July-2022		Town Common
Bulb Shed Open	6-July-2022	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Bulb Shed Open	3-August-2022	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Bulb Shed Open	7-September-2022	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Zero Waste Day #	5-November-2022		McCarthy

# Will need some volunteer(s) to assist.

**Publicity/website Update**

Karen will advertise the Shredding event and the Brush and Leaf drop-offs.

Chris will meet with Community Tree before the brush drop-off.

Chris is working on the flyer and the dates for this fall and next spring. He will send it out shortly for proof reading.

Visit the Waste Management MRF in Billerica.

Three members visited the MRF on 14-April and two on 21-April.

There will be an audit of Chelmsford recyclables for 11 days in June. Lee will send out her notes and they will be included in the minutes. May want to use the September tax bill to explain Do and don'ts. Peanut butter jars should go through the dish washer, or toss out. See Attachment 4 for detailed notes.

Bags to Benches Challenge

44.4 pounds as of 5-May-2022.

Review of Open Action Items

Date	Owner	Action	Due Date
4-Feb-21	Karen	<p>Organics curbside pickup: Town request for bids; residents sign up and pay individually. Offbeet is one possibility. Karen has information from previous years.</p> <p>As discussed at the September Meeting, the next step is to prepare a Request for Proposal (RFP).</p> <p>The summary of the survey is included in Attachment 3 to the minutes of 9-September-2021.</p> <p><u>UPDATE:</u> Lee will with work with Chris.</p> <p>There may be multiple spots in Chelmsford that could be used for a drop-off. Maybe do a pilot program at no initial cost.</p>	2-Jun-22
5-Aug-21	Karen	<p>Zero Waste Day</p> <p>The initial plan is to have a collection in the Fall of 2022 in part due to the Tyngsboro drop-off is in the Spring of 2022. In 2021 Tyngsboro had two drop-offs.</p> <p>Tyngsboro not interested in working with us due to the town size.</p> <p>McCarthy parking lot reserved for 5-November.</p>	2-Jun-22

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Date	Owner	Action	Due Date
		<p>Junk King can be contracted directly to reserve a date with them.</p> <p>Need to determine if a resident needs to pay to drop-off metal, etc.</p> <p>Looking to add tire and car battery recycling at the Zero Waste Day.</p> <p><u>UPDATE:</u> Spoke with the Center/McCarthy PTO member, Ginger Skoog, to coordinate with their Recycle Day fundraiser in the fall. We agreed to cross-publicize both events.</p>	
6-Jan-22	Kristin	<p>Setup a program to expand collection of plastic bags and plastic wrappers with Bags to Benches.</p> <p><a href="https://recycle.trex.com/view/programs">https://recycle.trex.com/view/programs</a></p> <p><u>UPDATE:</u> Signed up to start on Earth Day. Already has the three boxes. Looking to create better signage. Account set up. Track on a monthly basis. Only enter the poundage each month. Need to keep track of weekly collections. Locate the boxes at Library, Town hall, and Senior Center?</p>	<b>COMPLETE</b>
3-Mar-22	Karen	Will reach out to John Sousa to reserve the September tax bill insert	<b>COMPLETE</b>
4-Apr-22	Norm	Draft the responsibilities of the volunteers for the HHW drop-off.	<b>COMPLETE</b>

Review of 2021-2022 Goals and Long-Term Goals

Toters for Solid Waste and Recycling. Carts/toters are \$40 to \$60. Cardboard does not work well with toters as it does not fit into the toters and can easily jamb. The Commonwealth does NOT pay for all of the costs associated with purchasing new toters.

Will start looking at next contract and the costs associated with the options.

Once per month bulk pickup?

See Attachment 1 for updated goals.

**New Business**

None

**Open Discussion**

None

**Next Scheduled Meeting**

2-June-2022 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 8:10 p.m.

**Attachments**

1. 2021-2022 Long-Term Goals
2. 2021 and 2022 Trash and Recycling Tonnages
3. Trex Bags to Benches Program Information
4. Waste Management MRF Tour Notes

Recycling Meeting Minutes 5-May-2022 @ 7:00 P.M. @ Town Hall Room 200  
Attachment 1 Long Term Goals Page 6 of 13

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 2022	Beyond June 2022	Recycling Committee Goals	Committee Member Taking Lead
		<b>EDUCATION/AWARENESS</b>	
X		Town-wide Clean-up re-imagined <ul style="list-style-type: none"> <li>• Have the cleanup for a week again, vs just one day.</li> <li>• Need to be able to thank persons and groups via Facebook, local papers, etc.</li> <li>• Need to post photos</li> <li>• Week of April 21 Earth Day</li> </ul>	Karen Melissa
		<b>REDUCE WASTE</b>	
X		Investigate and setup a program with Trex to collect plastic bags, etc.  <a href="https://recycle.trex.com/view/programs">https://recycle.trex.com/view/programs</a>	<b>COMPLETE</b>
		<b>RE-USE/REPAIR</b>	
	X	Repair Cafés Three events/year, post-pandemic (Eco Club participation?) Hire a company to bring in parts and run the repair café?	Lee
		<b>RECYCLE-RESIDENTIAL/TOWN RECYCLING</b>	
	X	Multi-vendor recycling event (shredding, electronics, tires, etc.) The Zero Waste Day.	Karen
		<b>RECYCLE-BUSINESS RECYCLING</b>	
	X	Advocate for Board of Health mandate for hauler permits	Rebecca
	X	Plan the Implementation of hauler permits: <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>	Rebecca
		<b>COMPOST</b>	
X		Organics curbside pickup: Town request for bids; residents sign up and pay individually. Offbeat is one possibility. Karen has information from previous years.	Lee
	X	Organics drop-off: Promote with sale of compost bins in the spring, free compost pails?	Lee
<b>X</b>		Setup survey of how many interested in composting.	<b>COMPLETE</b>
	X	Setup program for indoor composting. Have a July 4th booth and raffle off some worm composting kits. UPDATE:	Lee

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<b>Prior to June 2022</b>	<b>Beyond June 2022</b>	<b>Recycling Committee Goals</b>	<b>Committee Member Taking Lead</b>
		Ray is going to offer a class through Community Ed this spring.	
	X	Consider changing to recycling toters with new contract in 2023.	





## More than just plastic bags are recyclable.

APPROVED ITEMS FOR NEXTREX® PROGRAMS

**All plastic must be clean, dry and free of food residue.**



PALLET WRAP AND  
STRETCH FILM



GROCERY BAGS



BREAD BAGS



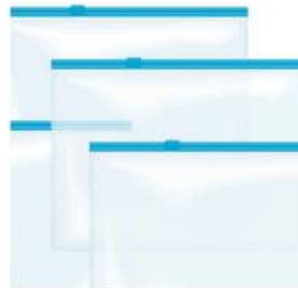
CASE OVERWRAP



DRY CLEANING BAGS



NEWSPAPER SLEEVES



ZIPLOC® AND OTHER  
RESEALABLE FOOD  
STORAGE BAGS



PRODUCE BAGS



PRODUCT WRAP



RETAIL BAGS



AIR PILLOWS



BUBBLE WRAP

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Attachment 3: Trex Bags to Benches Program Information  
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PLASTIC SHIPPING  
ENVELOPES



ELECTRONIC WRAP

**PLUS**

**All plastic must be clean, dry and free of food residue.**

- Plastic films labeled with #2 or #4 recycling symbol (polyethylene films)
- Ice bags
- Wood pellet bags
- Salt bags
- Cereal box liners



**DO NOT INCLUDE THESE ITEMS IN NEXTREX® PROGRAMS**



FROZEN FOOD BAGS



CANDY BAR WRAPPERS



CHIP BAGS



NET OR MESH PRODUCE BAGS



MULCH OR SOIL BAGS

**OR THESE**

- Degradable/compostable bags or film packaging
- Pre-washed salad mix bags
- Pet food bags
- Hot dog or meat wrap packaging
- Six-pack rings
- PPE- Gloves, masks, or protective wear
- Pool covers
- Lamination film
- Silage and hay bags
- Backyard ice rinks
- Vinyl shower curtains or tablecloths
- Bedding or linen packaging
- Shiny, crinkly films like floral wrap

## Don't see your item on the list?

Try these tests to see if your plastic is recyclable polyethylene or not or review the list of frequently asked questions below.

- See if the package will stretch when you pull it. If yes, it can be included. **If it tears like paper, then please don't put in the bin.**

- Is the package shiny or does it make a crinkly/crunchy sound in your hand? **If yes, do NOT recycle in the NextTrex® bin.**

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Attachment 4: Waste Management MRF Tour Notes  
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Three members of the Chelmsford Recycling Committee visited the Waste Management MRF in Billerica on 4/16/22 with Ken as the tour guide. Another two members visited on 4/21/22 with Mike Campbell, plant manager, as the tour guide. The visits were very informative, and the guides answered many questions:

- What would you like us to educate Chelmsford residents about?

There are only 3 MRFs handling all of the recycling material in Massachusetts. We all need to do our best to eliminate contamination in our recycling bins, since it can shut down an entire facility. Do **not** include:

- Wrapables/tanglers like plastic bags, wraps, clothing, blankets, alum pie/roasting pans. Tangles the equipment and must be removed manually.
- Sterno cans, aerosol cans. May explode, even if you think they're empty. They get a baler fire once a week. If a sterno can explodes, it can be felt through the building.
- Diapers / food. If something gets through into a bale, the entire load may be rejected at its destination.
- Scrap metal. Mower blades, pipes, etc. can damage equipment

- How clean do items need to be?

No food! Most items can just be rinsed out and they're fine. If you can't clean the peanut butter jar, just toss it in trash. Pizza boxes: throw out the round insert with cheese on it and recycle the box (oil/grease is fine).

- What happens if we use paper bags for newspapers, paper, boxes, etc.?

Plastic bags of recyclables go directly into trash. Paper bags get emptied or broken apart, so they aren't a problem.

- What happens to broken glass? Wet (rained on) paper and cardboard?

Broken glass gets sorted; it doesn't contaminate the load. Very fine glass is used for landfill cover; larger pieces go to recyclers like Patriot Recycling (at a loss) for use in building roads, etc. WM has to pay Patriot Recycling to take it.

Wet paper and cardboard will happen, either in an open bin or on the truck. If it sticks together, it may end up in trash. They prefer it not get wet, but it's not a big problem.

Big problems: sterno cans, guns (have to call police), deer and pet carcasses, medical waste, etc.

- What is the contamination rate for Chelmsford? Do you report it to the town?

Chelmsford's rate is pretty good, between 5-10%, probably closer to 5%. Every year, they do a town audit for 11 days in a row. They take an incoming load and manually sort it into 2 categories: recyclables and non-recyclables. Gives them 90% confidence in the contamination rate. Chelmsford's audit is scheduled for mid-June. Some towns come in to watch the audit. We can ask Roy Boyer for a copy of the reports.

- Does the town pay extra for disposal of contaminated items? If so, how much?

Mike thinks it's part of the town contract.

-Is there a market for glass? All plastics?

Glass is at a loss (see above). They recycle 5 kinds of plastics: #1 PET (water bottles), #2 HDPE clear (milk jugs) and colored (laundry jugs), #5 PP (yogurt), and rigid plastics (toys, laundry bins). Rigid plastics get pulled out manually at the beginning. Black plastic doesn't get sorted properly, but it's not a big concern.

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-Is *Can I Recycle This?*, by Jennie Romer, a good guide for residents?  
Ask Julia Green, our MA DEP coordinator, to review it. She's a good resource and is familiar with the process.