

Recycling Meeting Minutes 6-May-2021 @ 7:00 P.M.

Members Present (remotely) Lee Williams Rebecca Gore Karen Willis Betty Mattson Ivy Igbe Norm Eisenmann	Members Absent Jocelyn Demuth Mary Beth Hayes	Guests Present (remotely) Becky Soderman Jennica Hamm (Eco-Club Co-President)
Sustainability Manager Present (remotely) Melissa Joyce		

Call to Order.

The meeting was called to order at 7:02 p.m.

Review and Approve Meeting Minutes – April 2021

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

RECEIVED

2021-06-08

10:27 AM

TOWN OF CHELMSFORD

PATRICIA E. DZURIS

TOWN CLERK

Eco Club Input

Jennica Hamm from the Eco Club is collecting information on the cleanup performed by CHS students.

Sustainability Manager Update – Melissa Joyce

TONNAGE TOTALS for March 2021

Pink bags 10,902 pounds

Recycling: 292.95 tons

Trash: 915.62 tons

(24.1% recycled. 24.6% diverted includes pink bags)

Fluorescent Bulb Shed

66 customers at the May Bulb Shed Day

Town Wide Cleanup

256 bags handed out for town wide cleanup.

Article in Eagle-Independent on the town wide cleanup. More photos on the website.

Melissa will send out a thank you letter to the folks that participated in the town wide cleanup.

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Grant Applications

Grant application for \$167,990 (with additional 27% match) for a Municipal Vulnerability Preparedness (MVP) Program grant is being completed. Chelmsford was designated as vulnerable for localized flooding.

Chelmsford did receive a grant from the RDP Program for \$31,243.06 for mattress recycling curbside. The Town will need to work through the details. We will be using UTEC Inc. (United Teen Equality Center). Mattresses will soon be on the banned list from incinerators and dumps.

We have spent some of our grant money on additional items for the Library of Things. Approximately \$2,000 was spent.

No information back on the RDP program grant applied for composting in schools.

Shredding Day on Saturday 8-May

Two shredding trucks from Stericycle, the Sustainability Manager, 3 DPW workers, and volunteers Norm and Betty.

Leaf and Brush Drop-offs on Saturday 15-May

DPW workers and volunteers will be needed at both places.

Adding EV Charging Stations

EV charging station funds are required from National Grid and the EV Incentive Program.

The Town has applied for a DC fast charger at the Chelmsford Forum. The portion from National Grid has been approved. Total cost is >\$100,000 due to site preparation, getting electricity to the charger, etc.

OTHER MATTERS OF INTEREST

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	7-April	COMPLETE	
Household Hazardous Waste	24-April	COMPLETE	
Town wide Cleanup	20-April to 27-April	COMPLETE	
May Bulb Shed Day ~66 residents participated	5-May	COMPLETE	
Shredding Event	8-May	9 a.m. to 1 p.m.	DPW yard at 9 Alpha Road

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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	15-May	9 a.m. to 1 p.m.	Community Tree
June Bulb Shed Day	2-June	9 a.m. to 5 p.m.	Behind Town Hall

Publicity/website Update

None

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
4-Mar-2021	Melissa	Put together the breakdown of costs for recycling pickup, trash pickup, trash disposal, and recycling processing	3-June-2021
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. Offbeat 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
4-Feb-2021		Obtain more post cards from the DEP to handout at drop off events	
1-April-2021		Consider handouts with relevant recycling information to give to residents at drop-offs.	
6-May-2021	Norm	Submit April meeting minutes to the Town Clerk	Complete
6-May-2021	Norm	Submit May draft minutes to the Committee	Complete
6-May-2021	Lee	Check on resizing the standard handout/mailing provided by the DEP. Could be used to go out with a tax bill or sent separately.	3-June-2021
6-May-2021	Norm Melissa	Get the existing signs from Melissa and post on the dumpsters behind the Town Hall	3-June-2021
6-May-2021	Rebecca	Visit the Tyngsboro Zero Waste Day to gather information to use for a potential future Zero Waste Day for Chelmsford.	3-June-2021

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Review of 2020-2021 Goals and Long-Term Goals

See Attachment 1 for updated goals.

New Business

Bulb Shed Staffing

The Committee discussed ways to support the Bulb Shed without needing to tie up the Sustainability Manager. Currently Norm supports the Shed until about 3:00 p.m. and the Sustainability Manager supports the Shed until 5:00 p.m.

Options may include:

- Additional Recycling Committee members being available.
- Reducing hours.
- Using Seniors that volunteer to get a rebate on their taxes. The contact is Debi Siriani dsiriani@ChelmsfordMA.gov. at the Senior Center.

FY'22 Annual Recycling Guide Input

Send any comments/thoughts to Melissa Joyce.

RDP Grant Spending Ideas

Send modified recyclesmartma.org standard mailer to everyone in town (~13,000 households in town)

Condense the mailer and put into the tax bill.

Purchase reusable bags

Purchase kitchen scarp container or worm kits

Purchase signs for the dumpsters.

Keep MA Beautiful Local chapter: <http://www.keepmassbeautiful.org>

The Committee discussed creating a Keep Massachusetts Beautiful Committee/group in Chelmsford.

Information provided:

- \$500 annual dues.
- The overall organization dues provide support to the local groups.
- We can get support from the existing group platform on social media.
- We already handle most of the items ourselves.
- In Chelmsford, there are already ~20 opening on various committees within the Town. It could be difficult to staff an additional committee.
- It does not appear that we would gain a lot from creating a committee.

Signage on Recycling Dumpsters

Norm will get some of the prepared signs from Melissa for the dumpsters. The Committee discussed methods to reduce the contamination in the recycling dumpsters, but no decision was made.

Open Discussion

3-June-2021 is the next meeting at 7:00 p.m.

Motion to Adjourn.

The meeting was adjourned at 8:30 p.m.

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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
		EDUCATION/AWARENESS	
X		Website overhaul <ul style="list-style-type: none"> • New website up and running. • Using Squarespace as the 'one stop shop'. • Initially will set up under chelmsfordrecycles.com. • Once functional then transfer back to .org. 	Norm
	X	Library presentation/Display Board <ul style="list-style-type: none"> • Wait until after the Trash/Recycling Presentation. • Consider discussing not using plastics in laundry products and other products. • The Top Ten ways to reduce plastic in your life is a possible topic. 	Betty
X		Town-wide Clean-up re-imagined	Ivy
complete		Talking Trash & Recycling Presentation	Karen
		REDUCE WASTE	
	X	Charge fee for bulk items	
	X	Promote reduction of waste (prevention), awareness of the impact. <ul style="list-style-type: none"> • What does waste disposal and recycling actually cost Chelmsford's households? 	Mary Beth
		RE-USE/REPAIR	
	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?)	
		RECYCLE-RESIDENTIAL/TOWN RECYCLING	
	X	Multi-vendor recycling event (shredding, electronics, tires, etc.)	Karen
	X	Trash/recycling bins at parks, athletic fields	
		RECYCLE-BUSINESS RECYCLING	
	X	Advocate for Board of Health mandate for hauler permits	
	X	Plan the Implementation: <ul style="list-style-type: none"> • Research how other MA municipalities have implemented business recycling programs and 	Mary Beth

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Prior to June 2021	Beyond June 2021	Recycling Committee Goals	Committee Member Taking Lead
		<ul style="list-style-type: none"> Conduct a survey of Chelmsford businesses to find out what level of business recycling is going on now. Eco Club could help with either or both items. 	
	X	Promote awareness	
		COMPOST	
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	Setup survey of how many interested in composting.	
	X	Curbside organics	
	X	Promote overwintering of leaves	
	X	Setup program for indoor composting..... When library restarts, subsidize worm kits.	