


Recycling Meeting Minutes 14-July-2022 @ 6:00 P.M. @ Town Hall Room 205  
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<b>Members Present</b> Becky Soderman Karen Willis Kristin Champagne (not sworn in) Lee Williams (remote) Norm Eisenmann Rebecca Gore	<b>Members Absent</b> <hr/> <b>Guests Present</b> Debbie Tait (remote) Emily Pacht (remote) left at 6:15 p.m.	 <p style="color: green; font-weight: bold; margin-left: 10px;">Chelmsford Recycling Committee</p>
<b>Sustainability Manager Present</b> Chris Haley (remote)		

**Call to Order.**

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

**Committee Members Oath Status**

Members Becky Soderman, Karen Willis, Lee Williams, Norm Eisenmann, and Rebecca Gore have been sworn in as Committee members.

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

The 2-June-2022 meeting minutes were reviewed.  
 Karen Willis made a motion to approve the minutes.  
 Rebecca Gore seconded the motion.  
 The minutes were approved by unanimous vote.

**Eco Club Input**

None

**Sustainability Manager Update**

**TONNAGE TOTALS for May 2022**

Textile recycling (Formerly Pink Bags)		Pounds
UTEK Mattress*		items
Recycling	235.39	tons
Trash	833.66	tons

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

See Attachment 2 for previous tonnages.

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Chelmsford Recycle App

A Recycle App has been approved and paid for with Commonwealth grant money. It will allow information to be pushed out to the residents. Both Android and Apple programs are setup. Work continues. The Recyclopedia is being updated. Every address in town will be added into the App. Some addresses need to be entered manually. Icons are done. Lee and Karen will assist.

RDP Grant

Already sent in. We received a full 10 points. Should receive approximately \$31,000 from the DEP. The criteria has changed and depending on next year's changes we may be eligible for additional money.

Considering lowering from 64 gallons to 48 gallons per week per household trash. May be able to go to weekly recycling. Fuel surcharges may increase the cost of the new contract.

Old Business

Recent and Upcoming Events

EVENT	DATE(S)	TIME	LOCATION
Bulb Shed Open 50 residents	1-June-2022	COMPLETE	Bulb Shed behind Town Hall
Country Fair Table # Gave out 67 reusable bags Staffed by Lee, Becky, Rebecca, and Kristin. Chatted about the Bags to Benches program. 14 residents entered the drawing for the indoor composting. Residents were generally happy. Next time consider another topic such as how to reduce waste.	3-July-2022 4-July-2022	COMPLETE	Town Common
Bulb Shed Open 40 residents	6-July-2022	COMPLETE	
Chelmsford Telemedia Interviewed Karen and Chris on Bags to Benches	12-July-2022	COMPLETE	
Library Presentation Rebecca is working on slides and videos (from Trex) for the presentation	25-July-2022	7 p.m.	
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
Bulb Shed Open	5-October-2022	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall

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EVENT	DATE(S)	TIME	LOCATION
Household Hazardous Waste#	29-Oct-2022	9 a.m. to 1 p.m.	DPW Yard
Bulb Shed Open	2-Nov-2022	9 a.m. to 5 p.m.	Bulb Shed behind Town Hall
Zero Waste Day #	5-November-2022		McCarthy
Leaf Drop off #	19-Nov-2022	9 a.m. to 1 p.m.	DPW Yard
Brush Drop-off #	19-Nov-2022	9 a.m. to 1 p.m.	Community Tree

# Will need some volunteer(s) to assist.

Publicity/website Update

Need to review and update the insert for the tax bill that goes to residents in late September. The pdf has to be to John Sousa by 12-September. The 4-color printing is ~\$1500.

- Add Fall and Spring events.
- Remove picture of plastic bags and add information.
- Add information regarding the new App if it will be available.

Chris will produce a news flash from town website on Bags to Benches.

Chelmsford Telemedia contacted Kristin about appearing on one of their programs. Chris and Karen were interviewed.

Bags to Benches Challenge

Discussed potential locations of the bench and possibly to allow residents to vote on the final location. Could do a survey the last month of the program. Initial suggestions include the Sr Center, Town Common in the shade, and Roberts Field,

Chris will add to the Manager's monthly newsletter.

284.4 pounds as of 30-June

Need to determine how to deal with the bins after we are complete. Need to create signs for residents on how to deal with bags after the 500# is reached. Possibly put information in place of the bins on taking the bags to the stores

COMPOSTING:

No approval needed from the Board of Health or the DEP. Meeting with other towns that have similar programs. Chris has the cost as a pilot program for the high school. The students and the staff are interested in having a successful program. Using grant money. Composting the waste should reduce the overall trash disposal costs.

Review of Open Action Items

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Date	Owner	Action	Due Date
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>Need to coordinate with the Center School and McCarthy PTO that has a Junk Day in the Fall.</p> <p>Karen attended the Center School and McCarthy PTO event to start a conversation/coordination of their event with the Committee's planning of an event. She has also communicated with Ginger from the PTO on how to complement their efforts.</p> <p>Tyngsboro not interested in working with us due to the town size.</p> <p>McCarthy parking lot reserved for 5-November.</p> <p><u>UPDATE:</u> Trying to keep the first event simple and not complicated. We can learn from the 1st event for future events.</p> <p>Items under consideration to be collected:</p> <ul style="list-style-type: none"> <li>• Bay State <u>Books</u> or another company may be interested in attending. (The library has reduced the number of books that they will accept.)</li> <li>• <u>Bicycles</u> from repair shop in Lowell.</li> <li>• Mark-One disposal in Lowell for <u>wood debris</u>.</li> <li>• <u>Small batteries/fluorescent lights</u> that will be taken to the Bulb Shed</li> <li>• Simple Recycling for <u>textiles</u></li> <li>• Community <u>Food Drive</u></li> <li>• UTEC to show what the mattress material gets recycled.</li> </ul> <p>Considering adding tires (problematic). Including car battery recycling would be costly. Scrap metal would be competing with PTO. Need to setup logistics. Need assistance from the Eco Club and NHS.</p>	5-Nov-2022
2-Jun-22	Norm	Send out thank you email to town wide cleanup participants.	<b>COMPLETE</b>
2-Jun-22	Karen	Need to review and update the insert for the tax bill that goes to residents late September.	12-Sep
1-Jan-22	Kristin	Bags to Benches Program 22-April-2022: Started	22-Oct

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Date	Owner	Action	Due Date
		30-June-2022: ~284 # collected	
14-Jul-22	Lee	Annual Committee Report	10-Aug
14-Jul-22	Kristin	Determine possible locations of the bench. Could do a survey the last month of the program. Initial suggestions include the Sr Center, Town Common in the shade, and Roberts Field.	22-Aug-

Review of 2021-2022 Goals and Long-Term Goals

Limits for Solid Waste

See Attachment 1 for updated goals.

**New Business**

Election of 2022-2023 Officers:

Chairperson: Lee Williams

Vice Chairperson: Rebecca Gore

Secretary: Norm Eisenmann

Karen Willis made a motion to approve the slate of officers.

Norm Eisenmann seconded the motion.

The slate of officers was approved by unanimous vote.

Suggestions for the Annual Committee Report were given to Lee.

**Open Discussion**

None

**Next Scheduled Meeting**

4-Aug-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.**

Motion Made by Norm Eisenmann.

Motion Seconded by Becky Soderman.

Vote to adjourn was unanimous.

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

**Attachments**

1. 2021-2022 Long-Term Goals
2. 2021 and 2022 Trash and Recycling Tonnages

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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
		<b>EDUCATION/AWARENESS</b>	
Complete		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>	<b>COMPLETE</b>
		<b>REDUCE WASTE</b>	
Complete		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</li> <li>• Conduct a survey of Chelmsford businesses to find out what level of business recycling is going on now.</li> <li>• Members 'survey' the trash in a business dumpster and determine how much recycling is in the dumpster that could be removed and determine how much the business could save by recycling. This can be accomplished by members and friends checking businesses that we visit and estimate potential savings.</li> </ul>	Rebecca
		<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.	Chris
<b>X</b>		Setup survey of how many interested in composting.	<b>COMPLETE</b>
	X	Have a July 4th booth and raffle off some worm composting kits.	<b>COMPLETE</b>

