

## Agenda for Solid Waste Committee 3/24/2021

5:30 via Zoom

### Task of Committee-updated 1/13/21:

Vision for Future of Solid Waste & Recycling Programs.

- a. What services does the Town want?
- b. What is needed to offer these services?
- c. How can these services be offered?
- d. What is the cost to offer these services?

For example, if the Town wants to recycle cardboard, what are our options. 1 - Single stream – what is needed for this and what is the estimate cost of this? 2 – Bale & Sell – what is needed for this (equipment, storage space) and what is the estimate cost of this? If it is determined that the Town wants to bale & sell cardboard, then we will need to add those programming needs into our program and building design(s). The Committee should be developing lists of desired services, along what is needed to offer that service (space, equipment, staff time, etc) and estimated costs to do so.

These tasks do not involve locating the operations or costs of building/building improvements.

Reminder: Freedom of Information Act, this is a very important statute! Per the Freedom of Information Act, committees can NOT have conversations/discussions via email, phone, etc. All committee discussions and decisions must be had and made at a public meeting. Any conversations by more than 2 committee members outside of a public meeting is considered an illegal meeting. Furthermore, all emails that you send as a committee member and/or regarding committee business is considered public information and is part of the public record. Committee members may use email to distribute information to all committee members and committee staff, but any discussion of that information must take place at a public meeting.

**All committee members must be included in Solid Waste Committee emails:  
Members-Cathy Curtis, Susan Brown, Michael Smith, Pat McDonough, Tessa Kingsley,  
Lisa Wesel, Susan Drucker, Bryan Benson**

FOIA Training for all town boards & committees members held on Tuesday 11/10/20 at 5PM

“Until then, email should only be used to distribute information, there should be NO discussion of that information via email. For agenda setting, I would suggest that you plan the agenda for your next meeting at your meeting and have an other business agenda item if something comes up.

As for meetings, the Town of Bowdoinham will be conducting public meetings via video conferencing. This is in accordance with emergency legislation (PL 2019, c. 617) enacted by the Maine legislature on March 17, 2020, which temporarily authorizes remote participation at municipal board and committee meetings by board members and the public. “

### Call to Order

### Amendments to the Agenda

## **Approval of the Minutes from 3/10/21**

### **Call to Order**

### **Old Business**

- Review any information from Select Board Meeting as it pertains to committee and tasks
- Update on when Casella will present to committee
- Update on 30,000 feasibility study-Cathy
- Bryan-town recycling/solid waste updates
- Bryan's Update on Michael's Questions-shared with the committee
- Materials Requirement document-Pat
- Update on Chapters for Report
- Survey results
- Side by Side comparison of current program and program prior to Covid-19 including costs
- Glossary of terms (include single single-source, source separation)
- Requirements for each material-either in spreadsheet or profile paragraphs
- Describe three comparative Towns (Note Woolich and China almost opposite programs
- Making sure report is accessible to as many readers as possible-not overly dense
- discuss two person sub-committees to complete some of the work between meetings

### **New Business**

- Determine what other information the committee needs and how to gather that information

### **Public Comments**

### **Follow-up Items**

### **Next Agenda and Meeting Date, time, place:**

### **Adjournment**

| <b>DATE:</b> | <b>Work to be accomplished</b>  |
|--------------|---|
| 11/12/20√    | Draft Survey, create subcommittees  |
| 11/25/20√    | Draft Survey, Identify information to gather on other town programs   |
| 12/9/20√     | Final Survey ready for Town Newsletter  |
| 12/23/20√    | No Meeting-well deserved break  |
| 1/6/21√      | Survey distributed to town/Electronic Survey available/Continued research of different programs, Eco maine Presentation |
| 1/13/21√     | <del>Input Survey results</del> Review task, define what research needs to be done                                      |
| 1/27/21√     | Status of researching items and cost to recycle, create format to share information                                     |
| 2/10/21√     | Review survey results, continue information gathering   |
| 2/24/21√     | Information gathering/organizing  |
| 3/10/21√     | Continued information gathering/synthesis   |
| 3/24/21      | Continued information gathering/synthesis   |
| 4/7/21       |   |
| 4/21/21      |   |
|              |   |