

**Town of Shutesbury, Massachusetts**  
**Recycling Committee Minutes**  
**May 28, 2009**

Attending: Gary Bernhard, Meryl Mandell, Steve Rice, Gail Fleischaker, Paul Vlach, Nancy Dihlmann, Karen Czerwonka, Sarah Martell, and Ron Essig. Absent: Mino Caulton.  
The meeting was convened at 7:10 PM.

The minutes from the previous meeting on 4/27 were unanimously approved without change. Paul arrived late and asked that the committee approve minutes from the meeting on 2/16/09. These were also approved.

**AGENDA ITEMS**

1. Bulky Waste Day Preparations

- While Mino Caulton couldn't make to the meeting tonight, he wanted to ensure the committee that he is looking forward to helping out on BWD.
- Duseau Trucking will provide a roll off for the electronics for no charge. Sarah will write a formal letter on Town Letterhead to thank them.
- There is a need to clarify who is the scrap metal vendor. Sarah will clarify if Duseau takes care of this.
- Interstate Refrigeration will decommission the refrigerators and propane tanks.
- The committee reviewed the price sheet and made some changes;
  - Tires with rims will be \$4 for auto and \$6 for truck each
  - Propane tanks will be charged \$2 each
  - Electronics (non TV/CRT) will be charged \$2 each
  - Mattress and box spring on the form will be combined on the form to read Mattresses or Box Springs
- We can use the proceeds from the electronics fees to purchase more compost bins.
- Paul will track down a vendor for the tires with rims.
- Sarah will send an email to the town list to solicit more volunteers. Steve will send an email to the Ecricret list.
- Meryl suggested setting aside an area for working computer parts, so those interested could take them. The group agreed that this was a good idea. Meryl will screen people bringing usable computer parts and mention hard drive/privacy issues.
- Gary will pick up supplies with his truck on Saturday morning, including a box for used cell phones... Since we start at 10:00 AM, we should arrive at 9:30 to get everything set up.

2. Illegal Dumping

- There was lots of discussion on this topic and in the end we agreed that the Town needs to have a standard operating procedure for this. Paul volunteered to work with the Town Administrator, police and highway departments to propose a procedure the select board could adopt, and return to the committee after working out a draft.

3. How many barrels of recycling can be left out?

- There was lots of discussion on this topic. It was mentioned that we should address this in our FAQ section on the website. Some think we should not have a limit. Others think we should not encourage people to bring extra recycling from outside of the town. Sarah will contact Duseau to see if they have a policy. The topic was tabled until the next meeting.

4. Business in town. Which receive trash bags? What are the criteria for deciding which businesses get bags?

- Lots of discussion. Some businesses do get extra bags. It was agreed that we should have a separate page in the bag distribution log book to list those businesses and how many extra bags each should get to make it clear for those who are distributing bags. Paul will work with Sarah to update the log book, making a separate list of businesses and re-inserting names of property owners rather than renters.

5. Scheduling meeting to write up policies and procedures for the Select board.

- A handbook needs to be developed that outlines the activities of the committee and how they are accomplished. Gail, Paul and Sarah were appointed to a subcommittee to take on this task.
- Medical sharps were discussed. Apparently, they will be banned from municipal waste streams next year. Since the Shutesbury trash is incinerated it may not affect us. Sarah will check with Covanta to find out.

Additional items:

Idea from Meryl. Use some of the RSWC funds or grant money to obtain tote bags for next year's bag distribution. We could use these bags instead of plastic grocery bags. We could encourage town residents to bring the bag back every year. The tote bags could have something on them like "Shutesbury Recycles".

Taking fluorescent bulbs at BWD was discussed. It was decided that unless the bulbs are well packaged for safe transport from the Highway Garage to Town Hall, people should drop them by town hall at a later date. There is risk for us in transporting them if not well packaged, and it would be unsafe to just leave them out in the open at town hall due to the Shutesbury Farmer's Market activity nearby.

The meeting was adjourned at 9:00 PM.