

BUY RECYCLED PRICE/PREFERENCE POLICY

WHEREAS: The Shutesbury Selectboard recognizes the need to make more efficient use of our natural resource, create markets for the materials collected in recycling programs, reduce solid waste volume and disposal costs and serve as a model for private and public institutions.

WHEREAS: The Shutesbury Selectboard is committed to purchasing products which are environmentally preferable and/or made of recycled materials whenever such products meet quality requirements and are available at reasonable prices and terms.

WHEREAS: The Shutesbury Selectboard is determined to continue to strengthen the role of the Town as a concerned and environmentally-conscious consumer.

THEREFORE: To the maximum extent practicable, the following standards should be adhered to:

1. For all purchases of printing and writing paper for in-house use, including copier paper, office paper forms, stationary, tablets, notepads and file folders, the minimum content standard shall be no less than 30% post-consumer recycled materials to meet the current state and federal standards.
2. Town departments shall ensure that all contracts for printing require the inclusion of an imprint identifying the recycled content of the paper whenever practicable, along with the recycled symbol.
3. The Town shall require its contractor and consultants to use and specify recycled products in fulfilling contractual obligations wherever possible.
4. The head of each town department should incorporate waste prevention and recycling in daily operations by implementing paper reduction techniques through the use of duplexing, sharing and circulating materials, use of electronic mail, and reuse of discarded paper for draft work, scrap paper and internal messages.
5. **Price Preference policy:** Town departments shall implement a plan to purchase recycled and environmentally preferable products rather than non-recycled products as long as the price of the recycled products is not more than 10% higher than the price of the non-recycled products.
6. **Recycled Paper Standard:** The Town of Shutesbury shall purchase printing and writing paper in accordance with the federal recycled paper standard which requires these papers to have a minimum of 30% post-consumer content.



David C. Dann, Selectboard Chairman
Effective February 29, 2000