

First Meeting of RSW Sub-Committee CC RFP
March 4, 2026 11am, Shutesbury Library Meeting Room

Attendees: Meryl Mandell, Gail Fleischaker, Mary Glavin
Guest: Frank McGinn

1. Review schedule of curbside contract RFP development.
 - Release of RFP to start in 2027
 - Final due date will be February 2027
 - RFP will be for a change in service from curbside bags to curbside toters, for both trash and recyclable materials
2. Review existing Casella RFP/Contract extension
 - Select Board voted on 3/3/26 to accept 1-year extension.
 - Extension will incur a 4% cost increase.
 - Waiting for Casella's signing
3. Identify other towns to contact and DEP samples for RFP comparison.
 - In the coming months, MM will contact other towns in western MA that have changed their curbside trash/recyclable service from bag to toters.
 - MM and GF will work to compile data from these towns to create a spreadsheet for comparison of RFPs.
 - MM noted that MS DEP has reference material on its webpage.
4. Research if other towns have been able to retain manual pickup in recent contracts in region.
 - MM will research with other local Towns.
5. Discuss transition to toters from bags and how to educate town and decide on sizing.
 - The Sub Committee agreed that outreach education to the Community will be an integral part of the changeover.
 - Question regarding the transition will be added to the RSWC Survey that will be included in the Our Town Newsletter.
 - MM to include the transition in her report at Town Meeting in May.
6. Calculate costs to Town to purchase toters and subsidize with DEP grant application.
 - The Group discussed funding options.
 - MG suggested that instead of purchasing more purple Shutesbury bags to issue stickers for Residents to place on their or trash bags. Cost savings from bags can then be used to purchase toters.
 - MM will research and discuss with DEP regarding funding opportunities.
7. Other
 - Results of the RSWC Survey will be useful in gauging how receptive the Community will be for this upcoming change in service.
 - Since there is time until the RFP is due the Work Group will do their diligence to prepare an RFP that is in the best possible interest of the Town.