

Milford Recycling Committee Meeting Minutes

July 16, 2013, 6:30 p.m.

MPD Conference Room

Members Present	Members Present	Members Absent	Guests
Gil Archambault	Jerry Guthrie	Dave Bowden	Matthew Willette
Celeste Barr	George Hoyt	Robert Courage	
Bert Becker	Tammy Scott	Anna Thonis	
Gary Daniels, Selectman	Leighton White	Steve Trombly	

1. **Opening.**

- Selectman Gary Daniels opened the meeting at 6:35 p.m. and introduced Matt Willette, a Milford resident who has expressed interest in participating on the committee. Selectman Daniels will present Matt's name to the Board of Selectmen at their 7/22/13 meeting for formal appointment to the Solid Waste/Recycling Committee.

2. **Approval of Minutes**

- The 6/18/13 minutes were presented for approval. Celeste Barr moved to approve the minutes of June 18, 2013 with an amendment adding information pertaining to the initiative of inventorying trash and recycle receptacles. Leighton White seconded. All were in favor and the motion passed 8/0.

3. **Old Business.**

• **Oath of Office**

- Robert Courage, George Hoyt and Steve Trombly still have not taken their oath of office after having been appointed by Selectmen to a specific term. A question arose as to whether or not George Hoyt, a minor, needed or could be asked to take the oath of office. Gary Daniels will check with the Town Clerk.

4. **New Business.**

• **2013 Recycling Goals**

- Recycling building overhang project has been completed.
- The committee will work on preparing the brochure for electronic distribution to the schools in the fall. George Hoyt will create a Facebook page from which the brochure can be distributed. Gary Daniels will look into the possibility of getting 300-500 more brochures for placement in public locations.
- Tammy was asked to find out why it is taking so much time to get the recycling signs made for the Transfer Station. She also noted that New England Barricade does not give quotes.
- Celeste will lead the initiative to review the Solid Waste/Recycling Web site pages for needed modifications. All members were encouraged to review this on the own and provide their enhancement modifications to Celeste.
- Jerry Guthrie was asked to update the inventory listing of trash and recycle receptacles he submitted to the committee last month.
- Matt Willette, George Hoyt and Celeste Barr will work on creating a presentation for soliciting public support for replacing the scale house with a mobile office.

- **School Recycling Status**
 - Celeste Barr did not place 50 brochures will be placed at the High School because school was close to ending for the year. She was informed that most distributions done by the school are done electronically.
- **Web Site**
 - The committee briefly discussed ways that the current Web site could be enhanced. Celeste will lead the initiative to review the Solid Waste/Recycling Web site pages for needed modifications.
- **Recycling Containers**
 - Jerry Guthrie was asked to update the inventory listing of trash and recycle receptacles he submitted to the committee last month. Gary Daniels will provide a modified spreadsheet for enhanced clarification.
- **Scale House Replacement Project**
 - Tammy noted that Dave Bowden had already taken some pictures at the Transfer Station for use in this initiative.
 - Matt Willette, George Hoyt and Celeste Barr will work on putting together a presentation for use before the Board of Selectmen and at the annual town meeting in March 2014. The committee will provide to this team the quotes and documentation to support this initiative, including:
 - Estimate for the chosen design
 - Estimate for the concrete base
 - Estimate for moving the scales
 - Estimate for a new counter in the building
 - Estimate for disconnecting and reconnecting electricity
 - Estimate for disconnecting and reconnecting telephone service
 - In addition, the following would need to be done to prepare a presentation:
 - Know the history of the Transfer Station – scale house erected in 1980
 - Read or reread the 2008 Aires Engineering Report on the Transfer Station.
- **Other Business**
 - None.

5. **Action Items:**

- **Oath of Office**
 - Gary Daniels will ask the Town Clerk if minors can be given the oath of office. If so George Hoyt will meet with the Town Clerk to take his oath of office.
 - Robert Courage and Steve Trombly will meet with the Town Clerk to take their oath of office.
- **Recycling Brochures**
 - Gary Daniels will pursue obtaining another 300-500 recycling brochures for placement in public locations.
- **Signs**
 - Tammy will research why it is taking so long to get the recycling signs made for the Transfer Station.
- **Web Site**
 - Gary Daniels will provide approved minutes to the Town Administrator, the DPW Director, and for posting to the town Web site.
 - Celeste Barr, with input from committee members, will review the Solid Waste/Recycling Web site pages for needed modifications.
- **Recycling Containers**

- Jerry Guthrie will update the inventory listing of trash and recycle receptacles he submitted to the committee last month. Gary Daniels will provide a modified spreadsheet for enhanced clarification.
 - Matt Willette, George Hoyt and Celeste Barr will work on putting together a presentation for use before the Board of Selectmen and at the annual town meeting in March 2014.
6. **Next Meeting.** The next Recycling Committee meeting will be on Tuesday, August 13, at 6:30p at the Milford Police Station, unless the committee is informed that Community Room is not available.
7. **Adjournment:** Jerry Guthrie moved to adjourn the meeting. Celeste Barr seconded. All were in favor and the motion passed 8/0. The meeting adjourned at 8:18 p.m.

Respectfully submitted,
Gary L. Daniels
Representative to the Board of Selectmen