

TSARC March 6th 2023

Committee Member	Present?
Jacqueline Alford	√ Chair
Chris Carlin	√
Andrea "Andy" Costello	√
Cheryl Dunlea	√
Nancy Irwin	√
Donna Knott	X
Barbara Meyer	√ Chair
Kimberly Schubert	X
Annette Wells	X
Maurice Goulet, DPW Director, Ex Officio	√
Robert Kennedy, Ex Officio	√
Kristine Trierweiler, Ex Officio	X

Also present: Lily Fayerweather, Brittney Franklin, Jean Ouellette
Meeting opened remotely through Zoom at 9:02 and being recorded

1. Call to order

2. Introductions

- **Next meeting:** Chris and Kim
- **Future meetings:** May - Annette and Barbara
- **Follow-up note taker:** Cheryl
- **April Meeting:** Tuesday, April 11th at 7:00pm in the Town Garage meeting room

3. Reviewed and approved the February minutes. Have quorum

4. Expenditures and Procedural Changes: Nancy suggested discussing old agenda items during just one meeting such as enrollment in Recycle Smart MA, contract renewal for Constant Contact and possibly certain SWAP expenses such as resolving the ripped tent. The committee confirmed with Brittney that the opinions of members not present can be considered when voting but votes must be counted from only the present members. The committee proposed discussing expenses above \$2,000 over two months rather than those above \$100 so that, without slowing initiatives, all members may have the opportunity to share thoughts on significant expenses. The committee proposed discussing procedural changes to meeting operations such as the expenditure restriction over two months as well. The committee voted and approved 6/6 to change the wording of next month's expenditure restriction vote to \$2,000 and will further discuss the proposed expenditure and procedural changes next month

5. Transfer Station and Recycling Committee Initiatives

a) Cheryl

- **Wheelock School Plan Recycling Tips Update:** Cheryl reported that work with the school has been going well and may be expanded to other schools next year. For March, there is a lucky

leprechaun in the cafeteria with suggestions for recycling at home and it will be announced by the student council. The theme for April is picking up litter

- **Crayon Recycling:** Cheryl created a display to replace the worn display and it is set up in the Medfield Public Library children's area. She will be contacted when it is filled and will bring the crayons to Donna for shipping

b) Nancy

- **Town-Wide Textile Collection 3/18-3/19 Bay State Textiles, St. Edward's back lot:** Nancy reported that Roger and she will meet the truck for the drop off on Friday morning, 3/17. The collection will happen 9 am - 5 pm and will be the first town-wide collection outside of the Transfer Station
- **Household Goods & Clothing Collection CMRK, 4/1 9am-4pm SWAP area:** Nancy mentioned that the collection will happen between the SWAP area and CMRK trailer while the foam collection will happen at the SWAP area itself
- **Signs at collection bins re. Bay State Textiles is only one to take rags:** Nancy reported that Megan Rogers ordered the Gorilla Tape for the signs and she will add the signs to the bins when it arrives
- **SWAP opening:**
 - Nancy reported that the opening was originally planned for May 3rd and preparations would happen the last two weekends in April. Due to a large rip in the second tent, a new tent needs to be acquired before the SWAP can open
 - Nancy gave background about the SWAP: Initially, a green tent was ordered and after it was damaged the first white tent was ordered seven years ago. Five years ago, the white tent was damaged and \$5,000 was received to replace or repair the canopy since it was still under warranty. The Department of Public Works was able to repair the tent without the money and the \$5,000 was used to purchase the second white tent. Another tent is set up for just the SWAP season for furniture but these tents don't last well. MEMO has twice given a tent and the current one is a carport tent donated by a SWAP volunteer. Mary Pat has previously helped to get the three total tents (metal structure and canopy) from an organization in Milford, CT and would be willing to help again with negotiating quotes for the new tent. Nothing is under warranty anymore and Nancy and Johnny have discussed how going through insurance isn't possible
 - Nancy estimated that purchasing just the canopy would likely cost between \$2,000 - \$6,000. The second tent's back door doesn't open properly and a ratchet would be needed for Roger to try fixing it which would likely cost around \$100. Maurice offered to delay the purchase of the second mattress trailer if it helps with the tent expenses. The committee voted 6/6 to allocate up to \$8,000 to replace the canopy and to

purchase a ratchet for the door. Nancy mentioned that the Department of Public Works plans to install the canopy when it arrives

c) Barbara

- **Effect of compost bin sales on value of Recycling Dividend Point values:** Barbara proposed selling compost bins since, based on information recently received about last year's Recycling Dividends, the net cost is less than originally estimated, only around \$69.20. The committee received \$6,600 from last year's eleven points each worth \$600 rather than \$420 since 10 or more points were earned. The committee plans to sell the bins and discussed doing preorders to help avoid having many leftover bins that would need to be stored. Jackie and Barbara will work on publicizing the preorders and the committee will vote next month on whether to purchase the bins. The bins will likely cost slightly more than \$1,100 per 20 bins
- **Tool Library - Discussion of purchase of trash receptacles for vendor use Clear Stream Receptacle. The cost is \$158.67 total.** www.clearstreamrecycling.com/ClearStream-ONE-3-Hole-Blue-1-Pack-p/4cso1b_001.htm. Barbara opened discussion about whether the committee should purchase the receptacle. The DEP supports spending of up to \$5,000/year on the tool library
 - The committee discussed how having an item specifically related to recycling in the tool library would be an opportunity to show support for recycling. The item itself and the advertising of the item would also count towards Recycling Dividends points related to outreach. Andy mentioned that, in general, the committee should do more to inform the community about TSARC initiatives. She suggested that the committee promote suggestions for how to recycle at parties and could do this outreach with or without offering a receptacle
 - Questions were discussed such as how much the receptacle would be used compared to residents reusing something they already have? It was also discussed whether offering one receptacle would be enough if multiple people may have interest in using it at times such as around graduation?
 - Lily proposed learning more about whether a sturdier receptacle is available rather than that one that is easily portable, possibly one that could be stacked rather than folded if multiple were to be purchased. Jackie will research other receptacle options and the committee will reconsider the decision next month

d) Andy

- **Recycling Dividends Program:** Andy showed the draft document "Thoughts on TSARC Participation in MassDEP Sustainable Materials Recovery Program (SMRP) Recycling Dividends Program (RDP)". Information about changes in the program requirements will be received in mid-April such as changes for textiles and mattresses and higher thresholds for certain categories. The application will be completed during June 1st - June 30th. Andy mentioned how considering points may help with organizing how TSARC initiatives operate

and are promoted. She discussed strengths of TSARC and possible ways to further contribute towards points

- Related to poster campaigns, Jackie mentioned that the previously proposed poster campaign had challenges with restrictions on the ability to put up signs

- Related to Household Hazardous Waste Days, Maurice and Bobby mentioned that there is only enough hazardous waste material to hold one collection day/year and each collection costs around \$1,500 to run. Barbara suggested that the committee publicize how residents can year-round contact Megan Rogers and fill out a form to get permission to drop off material at other towns' collections. Medfield is part of a consortium of 9 towns sharing a hazardous waste contract and when residents use other towns' collections the Medfield Transfer Station is back charged

- Related to the Waste Prevention Outreach and Education section, the committee discussed creating a plan for consistent outreach. The Patch and Hometown Weekly are always contacted for promoting special collections but promotion could also be done in more ways and for more TSARC events and initiatives
 - o The committee discussed possibly having someone on the committee designated to update the TSARC Facebook page

 - o The committee plans to send Megan Rogers information for posting to the town website and Brittany offered to post the information through Twitter and Facebook

 - o The foam collection and adding signs about the Bay State Textiles bin locations were discussed as possible opportunities to help figure out plans for further outreach. The plan for promotions will be further discussed in April and May

The document has been shared on the TSARC Google Drive and members can add comments in different colors for inclusion in next month's discussion

- **Mass DEP school Recycling/Reuse/Reduce initiative:** Not discussed this meeting

e) Jackie

- **Big Belly Solar Trash/Recycling Compactor at CVS update:** Jackie reported that she plans to send a photo to the Patch and Hometown Weekly and to work on further outreach. Information may be shared to Megan for posting and added to Facebook and the newsletter. Maurice and Jackie have discussed possibly sharing information received from the Big Belly software dashboard such as the total gallons of trash and recycling and the recycling diversion percent to celebrate or encourage more recycling. Maurice mentioned that he may be able to send reports with collection information to the committee along with the dashboard data. Bobby mentioned that the compactors have panels on the sides and

the committee could add signs with a message about recycling. Jackie offered to explore the opportunity further

- **Medfield HS Environmental Club update:** Jackie mentioned that the students are doing some food scrap composting, collecting gum wrappers using one of Terracycle's free Zero Waste Boxes, and are hoping to organize a textile swap. They have connected with Sustainable Medfield and have been sharing information about the Actions
- **Foam Collection - April 1 at SWAP area:** Jackie reported that the trailer will be brought to the Transfer Station on the Friday beforehand, loaded during the collection and picked up on Monday. The committee voted 6/6 to allocate \$50 to purchase clear leaf and trash bags if needed
- **Green Team at Dale Street School:** Jackie reported that she met with Bethany Sager who is the advisor for the Green Team and who has done some work with Donna Knott. The group is registered with THE GREEN TEAM. Her 5th grade class is currently focusing on green and clean heating and fuel related to the United Nation's Sustainable Development Goals and will be doing a presentation at a school assembly at the end of April or beginning of May. Bethany Sager is interested in receiving information on recycling. Jackie will be giving the students bookmarks with the QR code for the Sustainable Medfield website so that they can view the website at home with their parents. The Sustainable Medfield website currently has actions and testimonials from TSARC such as on food composting and textiles

6. Transfer Station Operations

a) Chris

- **Stickers/Tonnage/Mattress report:**
 - **Stickers:** Chris reported that 11 new stickers were purchased in February
 - **Revolving Fund and Recycling Dividends:**
 - The revolving fund is at \$9,711 after expenses the past three months totaling \$663.90 (\$500 to Insulation Technology, Inc., \$75.90 to Perma-Line for the signs for the Transfer Station plastic bag collection totes and \$88 to ADPrint for the signs for the Bay State Textiles bins). The payment to Insulation Technology, Inc. will be transferred to the Recycling Dividends account
 - Recycling Dividends is at \$31,721.95 after expenses totaling \$8,157 (\$7,903 to Big Belly and \$254.86 in October to W.B. Mason). Maurice will check with Megan Rogers on what was purchased from W.B. Mason
 - **Mattresses:** Chris reported that 108 mattresses have been collected since the program restarted (November: 43, December: 38, January: 23, February: 4)

b) Nancy

- **Survey of Transfer Station sticker fees charged in nearby towns:** Nancy reported that Chris and she contacted 10 towns about sticker prices. Instead of stickers most of them do curbside pick-up, PAYT or charge residents through taxes such as Medway which bills all residents \$250/year. Geographically close towns using stickers are Norfolk and Millis which both charge per year rather than per two years. Norfolk charges \$75/year and Millis charges \$85/year with only \$30/year for seniors
- **Continue discussion of recommendation for sticker pricing for Transfer Station:** Medfield currently charges \$110 for two years and \$35 for a second car. Maurice mentioned that applications for the stickers have been printed so changing the price this year would be challenging. He brought up that the Transfer Station budget comes from the town budget so a sticker price increase would help increase the town budget but not necessarily the Transfer Station budget and may best be done to support a change in the Transfer Station's offered services
- **Transfer Station and New Residents:** Andy mentioned that many new residents seem to be using private curbside pick-up rather than the Transfer Station. Lily mentioned that she moved to town recently and learned about the Transfer Station through a chance conversation. The committee discussed ways to promote the Transfer Station to new residents
 - The committee proposed providing more information to New 'n Towne. Jackie offered to discuss with New 'n Towne what information they currently have and Lily offered to ask her neighbors who move to Medfield a few years ago and are part of New 'n Towne about what information they have received
 - Jackie mentioned that someone in Sustainable Medfield is interested in updating the TSARC - New Resident Welcome Letter which is posted on the TSARC page on the town website and gives information about the environmental organizations in town. She suggested also creating a Transfer Station communication that could be given to real estate agents and passed out at New 'n Towne socials
 - Jackie proposed including information in the newsletter about recommending the Transfer Station to new neighbors. Cheryl suggested sending new neighbors the newsletter and Jackie brought up recommending visiting the Town House to receive more information
 - Maurice mentioned that the April water utilities bills will have the Transfer Station sticker applications included which residents can mail to receive a sticker
 - Lily suggested doing a survey of new residents to better understand barriers for using the Transfer Station. The committee discussed some possible barriers such as transfer stations being less common where new residents come from and challenges with finding the time to go to the Transfer Station while working. Jackie suggested promoting the cost savings from using the Transfer Station and the extra services available through the Transfer Station that can be using in addition to curbside pick-up

- **Bottle and can bins at Transfer Station:** Nancy opened discussion about whether to pursue repairing the bins with help from scouts or other volunteers. Johnny described how the two bins are over 40 years old with rusted out floors and may fall apart if moved to sand them. He mentioned that continuing to have two bins would be best if new ones were purchased since the eight recycling containers inside the current bins fill up weekly. The Transfer Station hasn't found anyone yet to who could help improve the bins and the committee will help with the search

c) Cheryl

- **Response from M. Goulet (DPW) about wooden steps up to compactors at Transfer Station - Safety concerns of senior residents:** Cheryl reported that several individuals at the Center approached Annette and her about redesigning the steps near the recycling compactors to help those who are short or old empty their bins. A letter with 13 signatures was sent to Maurice and Bobby. Cheryl and them have discussed moving forward with the project. Cheryl's husband has designed steps with railings and she will send the plans to the Transfer Station staff
- **Response from Recommendation Letter for CMRK:** Cheryl read a thank you letter from Taylor who previously spoke about CMRK at the January 2022 TSARC meeting

7. Review topics for Constant Contact Newsletter for March:

- Information about the March 18th - 19th Town-wide Bay State Textiles Collection, the March 25th Household Hazardous Waste Collection, and the April 1st Foam Collection; recycling tips on leaving lids on plastic and glass bottles and jars and not recycling containers made with combined materials such as plastic-coated coffee cups, laminated paper and paper-bubble wrap envelopes; suggestion to recommend the Transfer Station to new neighbors; information and pictures highlighting the Needle Felting Kit, the Paper Shredder, and the Air Fryer Oven from the Medfield Public Library's Library of Tools; information about preordering backyard compost bins; information about the contest to name the compactors; announcement that new Transfer Station stickers will be available soon and old ones will expire on June 30th; March and April Transfer Station hours

8. Reports

- **Pointers from Open Meeting Law Training:** Not discussed this meeting, more information will be sent through email by Barbara or discussed next month
- **Sustainable Medfield:** Jackie discussed events happening related to the Be Textile Savvy Action of the Quarter including the upcoming TSARC collections, a clothing swap on March 11th at Medfield TV run through New 'n Towne and Medfield Environment Action, and a few other upcoming clothing swaps. The next one will be a children's clothing swap in April tied into Climate Week

- **Waste management/reduction extension to TOMCAP (Town of Medfield Climate Action Plan):** Jackie mentioned that she will discuss with Hilli Passas the TOMCAP Workgroup's request for help including waste management in the TOMCAP. The workgroup has suggested using Wellesley's plan as a model and Jackie will learn more about it
- **Transfer Station:**
 - Household Hazardous Waste Day: Bobby reported that Clean Harbors will be coming to the Town Garage, 55 North Meadows Road, on March 25th from 9 am – 1pm. Information will be publicized on an electronic signboard in front of the Town House this Wednesday. The collection is open to Medfield residents, Dover residents from partnering with Dover to cover the around \$1,500 cost, and residents from the 9 towns part of the shared hazardous waste contract if they bring documentation from their town house. The collection has historically been roughly 80-85% Medfield residents with a small amount of people from other towns
 - Town website - Maurice mentioned that Megan Rogers and Sarah Downs are working on the Transfer Station pages on the town website to recreate the pages and add pictures. The committee can contact them about any content that could be added

9. Upcoming Dates

3/10 Medfield TV Drop-Off for Women's Clothing Swap; 3/11 Pick-Up Items. Up to 10 items drop-off or take.
 3/18-3/19 Town-wide Textile Collection at St. Edward's back lot, 9 am - 5 pm
 3/25 Household Hazardous Waste collection at the Town Garage 9 am - 1 pm
 4/1 Household Goods/Clothing Collection in Swap Area CMRK 9 am - 4 pm
 4/1 Foam Recycling Collection at Swap Area
 4/26 Earth Day
 4/29 - 5/7 Medfield Climate Week

Next TSARC meeting set for Tuesday, April 11th at 7:00 pm in the meeting room of the Town Garage.
 Adjourned 11:07