

TSARC April 11th 2023

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

Also present: Lily Fayerweather

Meeting opened in person in the meeting room of the Town Garage at 7:00pm and being recorded

1. Call to order

2. Introductions

- **Next meeting:** Annette and Barbara
- **Future meetings:** June - Annette and Kim
- **Follow-up note taker:** Cheryl

3. Reviewed and approved the March minutes with revisions. Have quorum

4. Transfer Station and Recycling Committee Initiatives

a) Cheryl

- **Wheelock School Plan Recycling Tips Update:** Cheryl reported that the school principal Holli Caulfield and she are planning for the students to create the display for June's theme about crayon recycling and for students to create the displays next year
- **Update on wooden steps at Transfer Station compactors:** Cheryl reported that the Transfer Station staff are asking surrounding towns through Harvey about what they do with their compactors to see if the Transfer Station compactors can be made more accessible to seniors and shorter individuals and if anyone has a design

b) Donna

- **Name the compactor contest - prizes, rules, end date:** Donna opened discussion about possible revisions to the flyer for the contest. Information about the contest will be included on Medfield TV, in the schools' Thursday packets, in the Hometown Weekly as a recycling tip, at the Medfield Public Library, on the TSARC Facebook page and in Constant Contact. Donna will ask as well about posting flyers at Park Street Books and the Town House. The committee suggested also having information available at the Town Meeting. The contest will run during May as part of Clean Air Month. The new compactor may arrive at the Transfer Station next winter or spring if approved at town meeting
- **Transfer Station Tour for Dale Street School Green Team - approval and possible date options:** Donna and Bobby discussed holding a tour for the students during the Transfer Station hours and Donna will contact Bethany Sager about a date
- **Medfield TV Recycling Tips - record and use for fillers between programs:** Donna reported that the Green Team, rather than she, will be reciting the recycling tips and the recording will happen at the end of April or early May
- **Crayon Recycling Update:** Donna reported that there will be a collection box at Dale Street School next to the giant Lego figure named Dale that serves as a spokesperson for school activities. A crayon collection box will continue to be located in the Medfield Public Library's Children's Room at least until the end of June. The committee discussed possibly weighing the crayons before shipping them and holding a guessing contest for the weight

c) Nancy

- **Bay State Textile Drive 3/18 and 3/19 update:** Nancy reported that the collection was highly used. Two trailer loads worth of textiles were received and Bay State Textiles needed to come back a second time to pick everything up. Once the trailer was filled, the remaining textiles were stored in the rectory basement until the second pick-up. 9,730 pounds of textiles were received. Bay State Textiles usually pays \$150 for the collections but this time \$486.50 was received. Father Gregory has agreed to hold another collection at St. Edward's in June and Nancy will consider what the date should be. Nancy mentioned that over 40 cars of people without Transfer Station stickers, such as people from the parish in Norfolk affiliated with St. Edward's and people in Medfield apartment complexes, participated in the collection and there was interest in future collections

- **Household Goods Drive 4/1 update:** Nancy reported that the collection was not very successful due to rain. Even though the pounds collected was low, \$1,000 was received from CMRK
  
- **Update on the cans/bottles collection bins:** Nancy reported that an individual at the Mass Recycling conference may be sending her information about someone to contact to get new bottle and can bins for the Transfer Station
  
- **Textile Bins:** Nancy opened discussion about whether to relocate textile bins to be able to offer a sixth bin to CMRK. Adding another CMRK bin would help the committee receive more money and would support CMRK's request for more bins at the Transfer Station. The support may both help in discussions with CMRK about if they could provide the Transfer Station with new bottle and can bins and help with maintaining a good relationship with CMRK when they are the only vendor that accepts household goods in addition to textiles. She mentioned as well how 79 of the 351 towns in Massachusetts use only CMRK so increasing the work done with them could work well
  - Nancy reviewed information about the current set-up of bins at the Transfer Station and around town. There are 12 textile bins at the Transfer Station managed by 6 vendors. For vendors that are charged, CMRK has 5 bins and pays \$1,000/bin, Bay State Textiles has 1 bin and pays \$0.05/pound, and the Red Cross has 1 bin and pays \$1,000. For the non-profits, which aren't charged, The Salvation Army has 1 bin, Goodwill has 2 bins and the Epilepsy Foundation has 2 bins. The bins in town include 1-2 Bay State Textiles bins at each of the schools, 1 Cradles to Crayons bin at Wheelock School and 1 Society of St. Vincent de Paul bin at St. Edward's. CMRK gives money from selling the household goods to Big Brother Big Sister Foundation, Mothers Against Drunk Driving and the Society of St. Vincent de Paul
  
  - Nancy proposed moving most or all of the non-profit bins to locations in town to be determined outside of the Transfer Station while keeping bins for CMRK, Bay State Textiles and the Red Cross at the Transfer Station. She described how relocating the bins elsewhere would keep opportunities for donating to these charities available if making space to increase CMRK's bins were pursued. Based on conversations she has had with people adding textiles to the Transfer Station bins, most people using the Transfer Station bins do not seem to select a bin based on the vendor
  
  - The committee discussed how it may be best to be cautious about relying on just one organization. Bobby brought up as well how the committee would need to be mindful of conflict of interest since adding another CMRK bin and relocating other bins could look like showing favoritism. He suggested a possible alternative could be adding more CMRK bins to locations outside of the Transfer Station

- The committee decided to continue discussion next month about whether to change the set-up of textile bins at the Transfer Station and around town once more information is gathered. If a decision were to be made soon, the change could be incorporated into the bills to be sent out to vendors in mid-May. Nancy and Cheryl will consider alternative locations for some of the Transfer Station bins. Lily proposed asking other towns that use CMRK about their experience with them and Annette suggested asking the other towns whether they started using just CMRK or using multiple vendors. Nancy will work on contacting other towns
- **SWAP opening:** Nancy reported that the DPW set up the new tent last Saturday and Monday. \$4,400 out of the \$8,000 authorized has been used. The canopy was \$4,000, the two doors were free and the shipping was \$400. The wrong item to fully fix the back door arrived and a crank will need to be ordered to fully fix it. The door can for now be opened from work Roger did on it. The bill will be paid after the crank is received and it will be finalized then whether payment should be done from the revolving fund or Recycling Dividends. The SWAP will be able to open as planned on May 3rd. Four days are planned for set up though all of the days may not be used: April 23, April 26, April 29 and April 30. Opening took 5 days last year since the SWAP had not been open for a few years. Curb alerts will be starting this coming weekend

d) Barbara

- **Compost Bins update:** Barbara reported that 8 requests for compost bins have been received from the preorder information sent out in Constant Contact and two of the individuals would like to purchase two bins. Another request was received after the foam collection and a twelfth sale was received during the TSARC meeting. The sale will be further publicized and Donna will ask the Garden Club to ask their members if anyone is interested in purchasing the bins. The committee confirmed that a Transfer Station sticker would not be needed to purchase the bins since the sale is a service to the town rather than a service offered by the Transfer Station. Bobby mentioned that bin pick up could not be held at the Transfer Station since not everyone would have stickers. The sales will remain open until the 20-bin minimum is sold and a second set of 20 may be ordered if there is enough interest
- **TS request stickers to add Textiles and Mattresses to 2 Waste Ban signs at the TS:** Barbara reported that she has started conversation with Maurice about adding stickers to the Waste Ban signs to update them with recent waste ban items. The request was made by Johnny following a third party inspection of the Transfer Station. The committee voted unanimously to allocate up to \$300 to purchase stickers, likely 6 stating “Mattresses” and 6 stating “Textiles”

- **Compactor Signs:** Barbara reported that Bobby Laplante proposed replacing the compactor signs. The current magnetic signs are many years old and are worn, need updating and one has fallen off. White Gorilla tape was previously used to cover up outdated information about accepting milk cartons. Bobby suggested keeping the information on new signs visual and having the signs refer people to where they can find more information. The committee plans to work on new signs and discussed how they may be attached
  - **Bay State Textiles bin signs:** Nancy and Annette mentioned that the 8"x11" signs about bin locations were added to the bins around town using Gorilla tape around the border and two stripes of double-sided Gorilla tape crossing the back

e) Kim

- **Transfer Station tonnage report:** Kim reported that information about the tonnage for the past year will be sent out to the committee ahead of the May or June meeting. It will be based on a spreadsheet made by Megan Sullivan years ago and will compare in a similar manner new data for the tonnage of single stream recycling, rigid plastic recycling, trash and the diversion rate to data going back to 2018
- **Discuss Climate Week and TSARC's participation:** Kim reported that information about the week's events will be sent out shortly from Medfield Environment Action. Nancy mentioned that there will be recordings about climate week on Medfield TV and one will be about the SWAP. A discount on the "One Million Trees" book at Park Street Books is planned to be part of climate week

f) Andy

- **Mass DEP school recycling/reuse/reduce initiatives - Earth Day project proposal for decorating grocery store shopping bags with the GREEN TEAM at Dale Street School:**
  - Cheryl reported for Andy that Andy got an idea for a project from reviewing information from the Mass DEP and picked up bags from Shaw's and Brothers yesterday for students to decorate with Earth Day drawings. Andy spoke to Bethany Sager at Dale Street School about the project and her students have decorated many bags and will be decorating more. Cheryl contacted Holli Caulfield at Wheelock School and will be delivering 35 bags to her for students there to do the project as well. The bags will be returned to the stores and used for bagging groceries
- **Recycling Dividends Program - criteria to be announced soon and reviewed:** The committee discussed how the criteria for this year came out today. Nancy will send Barbara and Andy information about the collections held since last July to help with their work on it

- **Promotion plans for TSARC events:** Lily brought up that information could be publicized on Instagram. Annette will check if TSARC has Instagram and Twitter accounts

g) Jackie

- **Big Belly update:** Notes from Jackie were read reporting that she has a photo and some stats to share in the Hometown Weekly and the Patch timed prior to Earth Day
- **MHS Environmental Club:** Notes from Jackie were read reporting that students have been focusing on recycling and to a lesser extent food composting. At the Medfield Connects school fair in Medfield High School last week, she was told by several teachers that they have seen janitors throw out recyclables from bins the students had secured. She reported it in the school office and was directed to Amy Colleran, who she is trying to connect with. Orla Barry took bookmarks to give to high school science teachers for distribution to students, encouraging them to sign up on the Sustainable Medfield ACTION portal and leading them to recycling, composting initiatives.
  - Lily suggested promoting the backyard compost bins at Medfield High School for students to mention them to their parents since there is work happening there to promote composting
- **Foam Collection 04/01 update:** Notes were read from Jackie reporting that, due to ugly weather, there was not the turnout hoped for, but the collection still ended with approximately a half trailer. Insulation Technology, Inc. was happy with the haul and another collection can be planned in the fall after the SWAP closes. Two Hometown Weekly articles unfortunately did not run, but other promotion was good and volunteers noted that the material collected was cleaner and many more people had it in clear or white bags on their own
  - **Plastic Bags:** A good amount of clear plastic bags to use for the collection was received and there are bags left over for the next collection. The committee discussed how the bags were supplied both from new ones paid for by the DPW and reused ones given by Annette. Some of the leftover bags will be used at the SWAP as well
- **Women's Clothing SWAP:** Nancy reported that she learned from Jackie that not many people came but good items were received. A children's clothing swap may also be planned
- **Waste Management/reduction extension to TOMCAP:** Not discussed this month

- **Dale Street School Green Team:** Notes were read from Jackie reporting that Bethany Sager's intramural Green Team started back up this week and she and Donna are getting Dale Street School students involved in TSARC initiatives. Ms. Sager's class is speaking in a school assembly in May and she asked for enough Sustainable Medfield book marks to give one to each student in the school. Jackie has them for her and a number of key ACTIONS on the Sustainable Medfield portal relate to TSARC initiatives

## 5. Transfer Station Operations

- **Stickers:** Chris reported that 11 new stickers were purchased in March
- **Revolving Fund and Recycling Dividends:**
  - The revolving fund is at \$10,437 after the recent payment to Insulation Technologies, Inc. was transferred to come from Recycling Dividends. Chris is checking with Megan Rogers for information about an expense of \$1,012
  - Recycling Dividends is at \$31,221. More information has not yet been learned about what was purchased in October from W.B. Mason

## 6. Topics for Constant Contact Newsletter for April:

- Information about attending Town Meeting; announcing the SWAP opening day and requesting volunteers to help get ready; announcing curb alerts have begun again; information about the Medfield town clean-up days April 22 - 23; information about Climate Week April 29 - May 7; information about the crayon collection box at the Medfield Public Library available ongoing until the end of June; recycling tips on wrapping paper alternatives and throwing away frozen food boxes due to their plastic coating; information and pictures highlighting the HP Chromebook, the Popcorn Maker and the Pole Digger from the Medfield Public Library's Library of Tools; information about preordering compost bins; announcing the Name the Compactors! Contest; announcement that new Transfer Station stickers will be available starting May 1st and old ones will expire on June 30th; April and May Transfer Station Hours

## 7. Reports

- **Mass Recycle Conference:** Nancy and Annette reviewed information from the conference. Nancy mentioned that most people at the conference have experienced that when a new school is built it must be net zero. Also, only 38% of recycled cans and bottles are getting recycled. Annette mentioned that she learned from a breakout session about schools that there is a lot of grant money available for projects such as adding dishwashers and she will give more information about it to Cheryl. Nancy mentioned that Sarah Downs at the DPW

has previously offered to help with grant writing. The tickets for the conference have been paid by the DPW

- **Fix-it Clinic workshop on March 28:** Barbara reviewed information from the workshop and reported that there will be fix-it clinics happening at Jamacia Plain Library on April 15th and the Ashland Library on June 3rd. She proposed that some committee members go to fix-it clinics to learn about them and to see if TSARC should run one. Points mentioned include:
  - Fix-it clinics should be held at libraries since there is insurance for the public to be in the building
  - It works well to hold fix-it clinics for 3 hours so that, including the 1 hour of set-up and 1 hour of clean-up, the event would likely be completed within 5 hours. People may be coming from far away so it is advised to not start a fix-it clinic until after 11am
  - Coaches should not be paid to avoid moral dilemmas and Recycling Dividends Program money cannot be used for food
  - Fix-it clinics should be structured to be for learning rather than for dropping off items for repair. Not having areas to sit down can help encourage people to walk around and become involved in others' repairs
  - The platform Discord is often used to help with research for repairs
  - Coaches have become increasingly more widely available over the past years

## 8. Additional Topics

- **Discuss meetings - with meetings allowed to stay on zoom, do we need to alternate day and night meetings each month?**
  - The committee discussed how the alternating day and night meetings makes it challenging to have continuity between meetings but either time prevents some people from being able to come and potentially some people from being able to join the committee. Situations discussed include how night meetings may make it easier for people who work to join and day meetings may make it easier for those who have kids to join. The committee discussed keeping meetings shorter such as 1 hour long so that the Zoom meetings during the day could be more easily incorporated into work days. The committee considered as well holding night meetings on Mondays at the Town Garage so that there would be a consistent day for the meetings and the spacing between meetings would not be affected by the availability of space at the Town House. Whether to change the plan for night meetings will be discussed further next month to have the discussion about the possible change span 2 meetings



- **Sustainable Medfield is asking TSARC to purchase a portable recycling container for the Library of Things to be used by anyone who uses town space (they are now required to recycle). Here's the link: [www.clearstreamrecycling.com/ClearStream-ONE-3-Hole-Blue-1-Pack-p/4cso1b001.htm](http://www.clearstreamrecycling.com/ClearStream-ONE-3-Hole-Blue-1-Pack-p/4cso1b001.htm). Cost is \$158.67 total.**
  - Notes from Jackie were read reporting that she is still working on researching containers but the more options she has seen, the more convinced she has become that Clear Stream is a good option. The container is portable, lightweight and the clear bags allow people to see that it is for recyclables. She has read through testimonials and has not noted complaints of it being "flimsy" or getting knocked down
  
- **Partner with Park Street Books to offer 20 percent discount on book, "One Million Trees," for Earth Day promotion:**
  - Donna reported that she will continue to work on contacting Jim James about having a discount for the book
  
- **Town-wide Clean Up April 22-23:** The committee discussed how information will be included on the town website, in the Patch and in a recycling tip
  
- **Dishwashers:** Cheryl opened discussion about whether a subcommittee that includes Barbara, Kim and her should form to work on urging the Select Board, the School Committee, the school principals and others to pursue getting dishwashers in the schools and to pursue making sure that all the cafeterias have recycling and avoid waste such as disposable trays. She described how a subcommittee would plan to make recommendations to the schools by October when the school budgets are determined so that action could be taken next year. So far, some information has been received from Caitlin Fahey, the Director of Food Service, about spending she will be doing for the schools and Barbara, Cheryl and Kim had an initial meeting. They are pausing further work until whether a subcommittee should form is decided. Kim mentioned that, if a group of committee members meet, these meetings should be announced and an agenda posted to avoid violating Open Meeting Law since there would be risk of these meetings, when combined with other separate discussions, leading to a quorum of committee members discussing a topic outside of committee meetings. Barbara mentioned that, if a subcommittee does not form, then work on dishwashers could possibly be done through another group in town instead of TSARC. The committee will discuss next month whether to form a subcommittee

## 9. Upcoming Dates

April 22 - 23 - Volunteer for the town Trash pick up

April 29 - May 7 Climate Week

May 1 - Town Meeting

10. Next TSARC Meeting: Monday, May 1, 9:00am via Zoom. Adjourned 8:57