

## MINUTES

### HAZARDOUS WASTE/RECYCLING COMMITTEE

Thursday, February 9, 2006  
Town Hall  
7:30 p.m.

**Members Present:** David Rathbun, David Bowen, Lorane Black, Elizabeth Boissard, Mary Bigelow, Barbara Hutchinson, Thomas Scelfo (arrived at 7:39 p.m.) and Eric Johnson (arrived at 8:10 p.m.)

**Members Absent:** Kate Fleming

1) **Call to Order**

The meeting was called to order at 7:33 p.m.

2) **Pledge of Allegiance**

The Committee faced the flag and recited the Pledge of Allegiance.

3) **Approval of Minutes**

The following amendments are made to the Minutes of the Meeting of January 12, 2006:

8) **Gather Requested Data for MS4 Reporting Requirements.** “David Rathbun will put together ... for Town Engineer Kurt Weisman.” is amended to read “David Rathbun will put together ... for Town Engineer Kurt Weiss.” “He will invite Mr. Weisman ...” is amended to read “He will invite Mr. Weiss...”

Elizabeth Boissard made a Motion to approve the amended Minutes of the Meeting of January 12, 2006. Barbara Hutchinson seconded the Motion. Lorane Black and David Bowen abstained; all other members were in favor and none opposed. The Motion was passed.

4) **Correspondence**

David Rathbun displayed a sample of a small litter bag received from Keep America Beautiful. He advised that an invoice was received from Waste News in the amount of \$29.00. Lastly, he passed around a copy of a mail order catalog entitled “Recycling: Promotions and Education Ideas.”

5) **HazWaste Report**

Mary Bigelow stated that there was nothing to report on.

6) **Welcome Kit Project:**

**Implementation Scheduled to Begin March 4, 2006.** Elizabeth Boissard will mail out postcards for the new residents who purchased property in November and December.

**Final Review of Materials, Postcard and Mailing List.** Elizabeth Boissard is putting the recycling information and brochures into the litter bags to be placed into the recycling bins. David Rathbun reported that Kate Fleming will get the postcards to Ms. Boissard. Ms. Fleming has verification from the Post Office that the size is acceptable for mailing. Mr. Rathbun stated that Finance Director Anthony Esposito has indicated that the Town will pay for the mailing of the postcards.

7) **2006/2007 Budget Proposal**

David Rathbun reported that he and Kate Fleming had met with Finance Director Anthony Esposito regarding the proposed budget. The budget request totals \$40,004.00. He distributed copies of the proposed budget and the information was reviewed and discussed. Mr. Rathbun stated that this Committee must pay \$10 per month as a shared cost of electricity at the Public Works Building. The proposed budget must be approved or denied by Town Manager Karl Kilduff. If approved, it is then presented to the Town Council for approval or denial. A job description of the proposed Recycling Coordinator, which is listed on the budget, was distributed to the Committee members, and will be presented to Mr. Kilduff.

8) **Distribute Year End Data Requested by Town Engineer**

David Rathbun distributed copies of a Memorandum to Civil Engineer Al Perry dated January 23, 2006 which contained the requested information for the Town's 2005 Annual Report.

9) **Open Items:**

**Review of Parks and Recreation Commission's Meeting Minutes Regarding Recycling Containers at Town Parks and Fields:** David Rathbun reported that the Parks and Recreation Commission has approved the request of this Committee to have recycle bins placed at the Town's parks and fields. They have received a price quote from John's Refuse for 96-gallon totes to be placed at Totoket Valley Field, North Farms Park, Northford Park, Wall Field, and Memorial Field at a cost of \$25.00 per month, per bin, emptied every two weeks. Toters provided for special events would cost \$50.00 for a one-time delivery and pick up, regardless of the number of bins needed. This has been placed into their proposed budget to be presented to the Town Manager and the Town Council.

10) **Other Business**

**Volunteers for March 4, 2006 Paper Collection:** Lorane Black and David Rathbun will be scheduled as volunteers.

**Future Articles for Totoket Times and The Sound:** Barbara Hutchinson will submit for publication an early notice regarding the upcoming scrap metal collection in April, and a

reminder that the paper drop off center does not take reading books (as some were left there recently).

**Miscellaneous:** Mary Bigelow stated that all of the members whose terms had expired on December 31, 2005 were reappointed with the exception of Lorane Black. Her name will be put up again for reappointment. The SBC telephone book recycle bin has been removed from in front of the paper drop off center, and David Rathbun will contact SBC to have it replaced. Lastly, Mary Bigelow reported that 48 cars visited the paper drop off center.

**11) Citizen's Statements**

There were no citizens present at this meeting.

**12) Adjournment**

There being no further business, David Bowen made a Motion, seconded by Lorane Black, to adjourn the meeting at 9:04 p.m. All were in favor, none opposed, and the Motion passed.

Respectfully Submitted,

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Jeanette M. Marshall, Clerk