

**SOLID WASTE AND ENVIRONMENT COMMITTEE  
MEETING MINUTES  
March 8, 2021**

Committee Attendance: Lynn Wiles, Joy Muller, Gary Stewart John Mahon, Duane Himes, and Bob Kerry (DPW liaison).

Others: None

**Meeting started at 7:00 PM. The meeting was conducted virtually.**

**Agenda: March 8, 2021**

**I. Call to Order**

**II. Administrative Board Work**

- a. Approval of February Minutes
- b. Discussion on electing officers at April meeting

**III. Old Business**

- a. New residents' program
- b. Beautify Londonderry
- c. Social Media news and planning
- d. SWEC Website
- e. Waste Oil Drop Off

**IV. New Business**

- a. None

**V. Other Business**

- a. Action Register
- b. Round table discussion

**VI. Adjournment**

Acceptance of February 8, 2021 Meeting Minutes – Meeting minutes were accepted by the committee unanimously.

Lynn said he was scheduling a vote for next meeting to vote on committee officials.

**Old Business**

- Lynn started the meeting by going over the COVID-19 protocol regulations for conducting a virtual meeting and then took attendance as required.
- John had sent out a draft of a letter that he wanted to include with the information package about solid waste in Londonderry that the committee will be sending out

to the new residents to the Town. John said based on Town information that Londonderry gets about 30 new residents a month based on last year's information.

- There was a discussion among committee members on what materials should go into the package being mailing to each new resident. Based on the discussions, it was decided that a 6 x 9 envelope should be used instead of trying to fit a lot of paper into a smaller envelope because it would make it too thick. Bob said he would send out PDFs of the information so committee members could review what is being sent. The committee reviewed John's letter and provided a few comments and then discussed how the envelopes were going to be stuffed and distributed.
- Joy talked about Beautify Londonderry (BL) and the recent BL meeting the subcommittee had. Based on last meetings discussions, she had a list of items and materials that they felt they needed to provide to the volunteers that they anticipate will take part in the activities. Joy presented a list of items and anticipated costs. The committee reviewed the list of requested items and costs and felt that they were reasonable. The committee told her that they should try and use local companies when purchasing the materials. Bob suggested that the subcommittee finalize the materials and cost and submit it to him so he could get Lynn to sign off on it and he would submit it to the financial department for approvals of the funds.
- The committee discussed the social media issue with recycling information in mind and what are dos and do not. Joy indicated that she would do a write up on pizza boxes and how to recycle them and what might be considered contamination of the box that would make it unrecyclable.
- The committee had a discussion on where we might place flyers around Town regarding this issue. It was decided that each committee member would pick their favorite local pizza shop and would approach them to see if they might be interested in having the flyers in their shop for customers to read.
- The committee discussed the matter of the revisions to the solid waste webpage on the Londonderry site. Bob showed the committee the proposed revisions that had been previously discussed. He went through each section of the webpage and showed the committee how to navigate around the webpage and where to find the solid waste and recycling information. Tom Hodge and Kirby Brown put all the changes together and the committee was pleased to see it. It is now much easier to find information. The committee was pleased with the presentation of the information.
- The committee had a discussion on when and how we should start the collection of waste oil at the Central Fire Station. It was decided that May would be the first month that we collect waste oil. This would give Bob enough time to place it in the Town papers and on the webpage that waste oil collection would be starting again. Bob said he would also talk about the COVID restrictions that would still be in place for residents that might be dropping off oil. Duane and John said that they would run the collection operations that first Saturday in May, which would be May 1<sup>st</sup>.

### **New Business**

There was no new business.

There was a roundtable discussion among the committee. None of the committee had any significant issues to discuss except that Hannaford was allowing the use of cloth bags again.

**Actions (Updated from meeting)**

Bob:

1. Investigate and advise as to format editing of SWEC website including the best non-alphabetical way to resort links. Bob is still working on this matter and by the next meeting it is anticipated that it will be complete.

Lynn:

1. Assign SWEC website content editing to the committee based on priorities identified by analytics. Lynn is still working on this matter and by the next meeting it is anticipated that it will be complete
2. Contact Bosch Thermontronics regarding "Adopt-a-Road". Still working.

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**Meeting was adjourned at about 8:35.**

**Next meeting on April 12, 2021.**

**DCH**