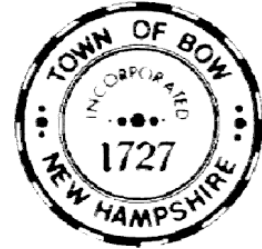




**Town of Bow Recycling and Solid Waste  
Committee**



**Meeting Minutes**

**October 6, 2020 Meeting**

To: David Stack, Town Manager

cc: Bow Administrative Assistant, Committee Webpage, Recycling Committee Members

Re: Draft Recycling and Solid Waste Committee Minutes for October 6, 2020 Meeting

Date: October 8, 2020

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Committee Member Attendees: Sherri Cheney, Mark Davis, Rebecca Elwood, Taj Pietkiewicz, Danielle Ruane, Beth Titus

**MEETING BEGAN AT 6:00 PM**

1. Site Visit for Household Hazardous Waste Day (HHWD) at Bow Department of Public Works

Review of new location for HHWD site to determine set up for traffic and vendors.

2. Meeting Minutes

The meeting minutes from September 1, 2020 were approved.

3. Household Hazardous Waste Day – Overview of Tasks

- a. PPE Requests

Sherri Cheney contact Chris Andrews about obtaining face shields, N95 masks (not available, but disposable masks available) and rubber gloves for volunteers.

3. Assignments of Work to be Conducted for HHWD

- a. Call Town (Notify Departments about HHWD) – Beth (DONE)

- b. Call Police (Electronic Sign to be located at Community Center) – Rebecca *(TO BE DONE – Will e-mail when completed)*
- c. Call School (Electronic Sign) – Rebecca *(TO BE DONE – Will e-mail when completed)*
- d. Prepare and Submit Bow Times Article – Danielle *(DONE – Will submit for October)*
- e. Prepare and Post Facebook Update – Danielle *(Will also post updated flyer)*
- f. Prepare Bow Library Display – Beth *(Library is only open for main desk. The display wouldn't be seen this year.)*
- g. Update and Post Road Signs – Sherri *(Working on obtaining. Has received approval from town for costs)*
- h. Notice to Dunbarton Residents – Woody *(DONE – Given at town transfer station and school)*
- i. Call Tim Sweeny at Bow Public Works – Sherri *(DONE)*
- j. Call Pinard (Arrange for Dumpster for Cardboard and Rolloff w/Liner)– Taj *(DONE)*
- k. Volunteer Coordination – Woody for Dunbarton, Sherri for Matt and Cindy *(DONE)*
- l. Obtain Oil Strainer – Sherri to discuss with Tim Sweeney *(DONE)*
- m. Education Effort (Educational Article) – Danielle *(DONE – Will resubmit to Bow Times)*
- n. Finalize Survey – Sherri will call DES to find out if needed *(DONE – Not needed)*
- o. Contact Electronics Vendor – Mark *(DONE)*
- p. Flyer for Town Hall Clerk's Office - Danielle will create ASAP *(DONE – Danielle working on another flyer and will send to Dunbarton, and will also work on having it posted in other locations)*
- q. OTHER:
  - Volunteers should arrive at 7:30 a.m. and park near school buses.
  - Danielle will create a flyer with map of new location

#### 4. Next Meeting

**Next meeting November 10, 2020 at 7:30 p.m. (Zoom)**

Meeting adjourned 7:00 p.m.