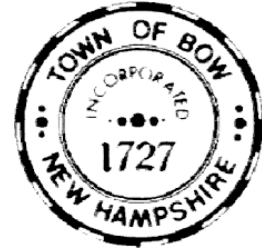




**Town of Bow Recycling and Solid Waste
Committee**



Meeting Minutes

November 17, 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 November 17, 2020 Meeting

Date: November 17, 2020

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

Also in attendance: Woody Bowne and Mike Conroy

MEETING BEGAN AT 7:30 PM

1. Approval of Meeting Minutes of the October 6, 2020 Meeting
2. Household Hazardous Waste Day
 - Review of Invoice: Less than last year's bill. Billed for 571 units. Both Bow and EPI kept records.
 - Next Year's Contract: The Committee discussed going out to bid for 2021. The cost of this year's HHWD from EPI was less than 2019 bill. Sherri stated that the Town notified her that the contract for 2021 will not need to go out to bid again if a contract is entered into within 12 months. The Committee discussed entering into a two-year contract, and to find out if there would be a discount. The Committee discussed that another benefit of a two-year contract is that it could have more options for dates. Sherri Cheney will contact EPI to discuss the terms of a two-year contract.

- Dunbarton had three full trucks of local items that were hauled from HHWD. This is more than it received in the past.
 - Dunbarton had 70 cars, and Bow 359 cars attend the 2020 HHWD. This was the third largest collection over the last 13 years. The average number of cars per year is 374.
 - Overview of Collection:
 - Rebecca Elwood provided a map with some ideas of trying to move traffic faster and stacking options.
 - Discussion that people are still bringing latex paint, and need for educational materials.
 - Discussion of having a wagon or shopping cart to offload small local items at entrance and/or while cars are waiting in line.
 - Discussion of the number of volunteers needed. Danielle Ruane suggested having at least twice the amount of volunteers next year. Sherri Cheney stated that the High School could provide students.
 - Discussion that we will need two oil containers (one for each lane). Woody Bowne believes Matt Brown provided the oil container.
 - Rebecca Elwood will prepare a layout/map to send out, and will also send notes.
 - Preparation of Grant Report
 - Sherri Cheney will request EPI to provide a more in-depth copy of the Manifest from EPI.
 - Request for report from the Electronics Vendor
 - Sherri Cheney will request the Electronics Vendor to obtain an overview of amount collected.
3. Preparation of Annual Report
- Danielle Ruane will assist Sherri Cheney with a draft of the Annual Report. It is usually due in mid-January.
4. Possible Zoom photo by Eric Anderson
- Photograph taken by Eric Anderson.
5. Other Items of Interest to Members
- Sherri Cheney noted that we needed weight slips from Pinard and she will request them from Pinard. Sherri Cheney has confirmed that the contract with Pinard requires the submission of monthly weight slips. Currently the Committee is only getting an invoice and an Excel spreadsheet from Pinard.

- Discussion that Zero Waste building had a fire. The mechanic's shop is now being used while the building is being rebuilt.
- Discussion of Bow's Christmas Parade. The Committee discussed that it would not be participating in the parade.

6. Discussion of December meeting

- The Committee will not be having a holiday party in 2020 due to COVID. The Committee agreed not to have a meeting in December.

7. Next Meeting

Next meeting January 5, 2021 at 7:30 p.m. (Possibly Zoom)

Meeting adjourned 8:36 p.m.