

TRANSFER STATION ACTION COMMITTEE  
MINUTES

March 16, 2023 8:00 a.m.

**Location: In person meeting**

**Heald Room – Town Hall - 66 Westford Street, Carlisle, MA 01741**

Approved by unanimous vote on April 13th

Members in attendance: Tom Bilotta (Chair), Christine Lear (Vice Chair), Dan Scholten, John Petrie, Carren Panico, Laura Snowden, Rob Peary, Barney Arnold (Select Board representative, non-voting),

- I. Meeting called to order at 8:03 a.m. by Tom Bilotta.
- II. Motion to accept minutes of March 2, 2023 meeting made by R. Peary, seconded by C. Lear; approved by unanimous vote without discussion.
- III. Local Private Hauler Policy.

T. Bilotta explained that input provided by Town Counsel and the Town Administrator was that the Board of Health is not obligated to regulate use of the Transfer Station by local haulers (although they are required to regulate transport of waste within Carlisle). As such, since the Transfer Station is a municipal facility under the purview of the Select Board and Department of Public Works, the current plan is to regulate the use of the Transfer Station by “local haulers” with a new policy to be adopted by the Select Board and to amend the current Transfer Station Regulation to reference the new policy.

T. Bilotta presented a draft “Policy for use by Local Private Haulers”, in which enforcement would be provided by Department of Public Works staff. Specific terms of the policy are to ensure that the town is in compliance with MA CMR 19 (Solid Waste Facility Regulations) in all respects, such as a limitation on a local hauler’s vehicle capacity and ensuring that local haulers meet minimum recycling requirements by volume.

Some small changes were made to the proposed draft requiring vehicles of local haulers to reflect the name of the business and to include language specific to sorting of recyclables in each load deposited by a local hauler at the Transfer Station.

Motion to recommend adoption of the Policy for use by Local Private Haulers, as amended by committee consensus, by the Select Board was made by C. Panico and seconded by C. Lear; approved by unanimous vote.
- IV. DEP RDP Point Targets.

Committee member Dan Cook is leading efforts to maximize the funds earned through the DEP RDP (Recycling Dividends Program). He was not able to attend the meeting at the last minute and T. Bilotta provided an update. Carlisle has maxed out eligibility in many RDP categories (for example, organics). In other areas we do not qualify based on current services provided (e.g. yard waste). One possible area to earn additional points is through curbside recycling regulations (if and when the new “Policy for use by Local Private Haulers” referenced above is approved by the Select Board).
- V. Earth Day – review of action items.

The Transfer Station Action Committee is supporting the Environmental Sustainability Committee “Route to Sustainability Day” on April 22.

The Transfer Station Action Committee will support two tables, one focused on composting and providing free compost kits to residents who commit to being part of a compost program (details TBD) and the second on sample compostable utensils and serving containers that are acceptable by Black Earth (Carlisle's composting service provider), other Black Earth informational materials, and an opportunity to register interest in curbside pickup of compostables (which Black Earth will consider if 100+ households express interest).

In order to have required materials on hand for give-aways and display items, a budget of about \$1,800 will be required. This will cover giveaways of 40 table top "kits" (container and bio bags) at about \$25, ten back yard composters at about \$70, and \$100 for ordering miscellaneous compostable utensils and serving containers for display and discussion purposes.

Motion to approve the use of \$1,800 in funds available from the MA DEP RDP, approximately \$1,000 for table-top kits to be given away, \$700 for back yard composters, and \$100 for sample compostable utensils and serving containers was made by C. Lear and seconded by R. Peary; approved by unanimous vote.

D. Scholten has about sign holders for 8.5" x 11" signs that we can use to display any signage.

T-Bilotta presented a draft summary of food date meanings ("best by", etc.) and explained that with the exception of baby formula, the FDA does not attach any food safety implications for these terms. Education on this topic will be included in the Committee's activities at the Route to Sustainability Day in the interest of decreasing unnecessary food waste because of unfounded safety concerns.

E-waste was discussed with a plan for encouraging residents to use the free services of Staples for disposing e-waste. At the Transfer Station, small items may be deposited in the swap shed. A plan was discussed to have large items deposited outside the swap shop, possibly demarcated with painted lines and a sign on the side of the swap shop (no fixed sign, in consideration of seasonal plowing requirements). It may be possible to do some education on e-waste practices at the Earth Day Event.

Transfer Station committee members are asked to sign up for two 2-hours slots (10am-12pm, 12pm-2pm) that day, either for Transfer Station Committee tables or other assignments.

#### VI. Recommendations to Select Board for Committee Size and Terms

T. Bilotta explained that all members are currently serving one-year terms in the first year of the committee's existence, all expiring this May. After discussion, the following motion was made based on committee consensus.

Motion to recommend the Select Board fix the size of the committee at nine members, each serving a three year term, except in transition this year the Select Board should appoint three members to new one year terms, three to new two-year terms, and three to new three-year terms was made by J. Petrie and seconded by C. Panico; approved by unanimous vote.

#### VII. Public comments.

None

NEXT MEETING: April 20th at 8:00 AM, Town Hall  
Meeting Adjourned : 9:15 AM

Respectfully submitted by John Petrie