

**Waste Management Exploratory Committee
Town of Westborough
Meeting Minutes**

Meeting Information	
Date	07Mar2023
Time	6:00-7:30 PM ET (Times are approximate)
Location	Forbes Municipal Building, Room 207/ Remote Participation

Attendance	Role
Peter Allen, PA	Committee Member
Nathan Askew, NA (Remote)	Committee Member, Vice Chairman
Lauren Buerstatte, LB	Committee Member, Secretary
Katie Curtin-Mestre, KCM	Committee Member, Chairman
Dr. Alan Ehrlich, AE	Committee Member Board of Health Chair
Shelby Marshall, SM (Remote)	Committee Member, Select Board Member
Jennifer Sullivan (Remote)	Board of Health Director
Kristi Williams (Remote)	Town Manager

Discussion Topics
<p>Pursuant to Chapter. 107 of the Acts of 2022, this meeting will be conducted in person and via remote means, in accordance with applicable law. This means that members of the public body as well as members of the public may access this meeting in person, or via virtual means. In person attendance will be at the meeting location listed above, and it is possible that any or all members of the public body may attend remotely, with in-person attendance consisting of members of the public.</p> <p>The meeting may also be accessed remotely via https://zoom.us/j/92088043373?pwd=bnQ5cXNMYW9FQ25HU3VHa3pZSVRDdz09; Meeting ID:920 8804 3373, Passcode:967848. When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by in person attendance, or by accessing the meeting remotely as noted above.</p> <ul style="list-style-type: none"> • Meeting called to order at 6:06pm. After discussion and amendments, Minutes from the 15 Feb. 2023 Meeting were approved via roll call vote: N. Askew- Yes, L. Buerstatte- yes; S. Marshall- yes; P. Allen- yes; K. Curtin- Mestre- yes; A. Ehrlich- yes. • Resident Feedback Plan S. Marshall and P. Allen met to discuss public education and community outreach. S. Marshall's results include opportunities for public engagement. See attachment.

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- S. Marshall: Use March 25th Annual Town Meeting as an opportunity to discuss #3 and #1. Collect names and emails of residents for possible use for future survey. Having a table is an opportunity for general education. K. Williams will speak to Transfer Station closing in her "state of the town" report.
- **Discuss Technical Assistance Project with the DEP**
 - If the town requests technical assistance from State DEP, it can get 80 hours of time from local DEP contact (Irene Congdon) to use as consultant for the town, however the committee chooses to work with her on Go-Forward plan. She has a lot of knowledge about what is happening in other towns, with haulers, etc. No commitment necessary. J. Sullivan to contact I. Congdon about this. J. Sullivan said we need to be careful as to how we spend these hours, and not use them all on this committee. She will report on this at next week's meeting. J. Sullivan thinks this technical assistance may be just for the BOH, where this committee would not apply.
- **Finalize go forward options:**
 - There is a variety of curbside structure- even with a program, you need a Transfer Station- mentioned again by I. Congdon from the DEP. For materials that the DEP has mandated by law that cannot be disposed of curbside (IE: leaf pile, textiles, mercury containing products, mattresses, etc.), the town will need a Transfer Station in some capacity. K. Curtin-Mestre: as we consider our options, it would be worthwhile given the lead time of losing the current Transfer Station (TS), that we have some people look at what our TS options are/could be. A. Ehrlich: there are current conversations with B. Harvey about this. This will be pursued in parallel with what this committee does. J. Sullivan: B. Harvey is in contact with Waste Connections owners in TX. The town will likely be able to keep the yard waste pile. The light bulb shed could probably be moved to the DPW. Mattresses not decided yet. J. Sullivan is waiting to hear what Ben has to offer. K. Williams- it would be helpful to have the DPW come to a meeting at some point and talk about their thoughts/concerns about this. She suggested a brush dump. S. Marshall: it would be beneficial to know the cost to the town of Harvey's offer if that comes to fruition.
 - Yard waste at Harvey's currently costs approximately \$75,000/year.
- A. Ehrlich departed at 7:06pm.
- **Prepare for Select Board Meeting**
 - 28 March 2023 SB Meeting: S. Marshall: we can give an update at this meeting, not necessarily a formal recommendation as originally planned, given new task items (J.Sullivan- I.Congdon and B. Harvey), we are not ready.
 - K. Williams: Given the change with the TS, it is completely reasonable that this committee does not have a recommendation yet. Further discussion: this committee will likely not be ready for the 28 March 23 Select Board meeting.
- **Score go-forward Options**

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- The Committee reviewed the rubric. Highest importance: waste reduction and cost. Medium: recycling and bulky item accessibility and ease of adding organic waste. Low: overall mileage efficiency.
 - Will use 5-point scale to score with 5 being best; 1 being worst.
 - When we look at different curbside options, how granular are we going to evaluate? Funding mechanism is separate. S. Marshall suggested that committee get fairly granular and consider how we can blend in a TS for some purpose unless a curbside program takes care of those things.
 - K. Curtin-Mestre asked the committee to score the first item she entered in the spreadsheet.
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- Motion to adjourn meeting by -K. Mestre; P. Allen seconded. N. Askew- Yes, L. Buerstatte-yes; S. Marshall- yes; P. Allen- yes; K. Curtin- Mestre- yes. Meeting adjourned at 7:41pm.

WMEC - Public Education and Outreach Subcommittee Discussion Pete, Nathan & Shelby

Possible goals/objectives of public engagement sessions

1. Educate the public on the process as established by the Select Board
2. Provide an update on WMEC progress
3. Provide factual information as it relates to the closing of the transfer station in 2024
4. Ask for public input via a paper/online survey

Opportunities for public engagement - In our report to the SB we should consider how we portion responsibilities to WMEC and to the SB. Some of the below may be the undertaking of the SB and some of the committee. One idea is to suggest what Committee members are willing to commit to and start there. That way we understand our commitment and the Board can determine its outreach strategy.

- Annual Town Meeting (March 25) - Note I would be supportive of this *only* if we seek input from the SB in advance of the meeting and, in essence, get their support for our purpose in having a table. Note that our purpose at this session may be different than other sessions and after we have met with the SB to present preliminary and final recommendations.
- Possible suggestion - provide education at the transfer station as to closure? This is really for the BOH to approve, not this committee.
- Earth Day Celebration Event (April 15)
- Environmental Fair (May 13)
- Rotary Club Dads and Grads 5K (June 18)
- Town Block Party (June 30)
- Farmer's Market - Runs May - October - could host a booth once a month or more or on some other schedule
- Other opportunities - information sessions (senior center, library, Forbes), TV show and podcast w/ Shelby
- Committee / club outreach - we could go crazy here in terms of volume, we should consider committee bandwidth and diminishing returns as well as role of our committee vs. SB in presenting recommendations to the community
- Social media (town's website and FB page), article in the Community Advocate