

**CITY OF SOUTH PORTLAND, MAINE**  
**SOUTH PORTLAND ENERGY & RECYCLING COMMITTEE**  
**South Portland Energy and Recycling Committee**  
**Meeting Minutes**  
**January 21,2015**  
**So. Portland Community Center**  
**Large Conference Room**

**Call to order - 6:30 pm.**

**Committee**

- Bob Foster - At Large (Beecher) Chair - **Present**
- Jessica Williams - At Large (Blake) Secretary - **Present**
- Rita Thompson - District 1 - **Present**
- Todd Erickson - District 2 - **Present**
- Stanley Cox - District 3 - **Absent**
- Heather Valley - District 4 - **Present**
- Michael Shutts - District 5 - **Present**
- Clyde Barr - At Large (Beecher) - **Present**
- David Domingos - Associate - At Large (Blake) - **Absent**
- Melinda Timpf - Associate - District 1 - **Present**
- Mike Howe - Associate - District 2 - **Present**
- Vacant - Associate - District 3
- Eric Knutsen - Associate - District 4 Vice Chair - **Absent**
- Adrian Dowling - Associate - District 5 - **Present**
- Doug Howard - City Liaison - **Absent**
- Vacant - School Department Liaison - **Absent**

**Old Business:**

- Acceptance of December's minutes - **Motion to accept: Heather Valley,**  
**Seconded: Melinda Timpf. All in favor - unanimous**

**Old Business: (cont)**

- 'City Minute' with Doug Howard - **Doug out sick.**

**'Green Minute':**

**Membership Report and Updates:**

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- New member Adrian Dowling District 5
  - **Adrian introduced to members of the committee**
- Review of attendance policies.
  - **Bob passed around a copy of “Position Paper of the City Manager” [ORDINANCE #8-14/15](#) City Council will take a second reading of this paper on 1/21/15.**
  - **Bob reminded the committee that attendance at 75% of meetings within a consecutive 12 month period is required of each member of the committee.**
- **Sustainability Coordinator**
  - **Todd informed the committee that the City is still in the process of hiring a Sustainability Coordinator.**
- **Waste Zero**
  - **Bob updated the committee that the City will not consider introducing this program. The only benefit to the City would be a forced reduction of waste tonnage with the financial burden put on residents.**
  - **Mike Howe responded that while statistics prove that incentive programs like WasteZero reduce waste, the City could create a similar program without the help of a third party. He also stated that he believes that providing some sort of incentive will be essential for the City to increase it’s diversion rate.**

**New Business: Bring fresh ideas**

- Discussion of meeting time and day.
  - **Meeting time for this committee has changed from 6:00pm to 6:30pm. Meetings will still be held on the third Wednesday of every month.**
- Data gathering for city schools
  - **Brown and Small Elementary Schools received Ecomaine grants to introduce Garbage to Garden composting.**

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- **This committee was not involved with or aware of applications for these grants. This committee would like to see a more coordinated effort between the schools and City staff and committees in energy, recycling and composting activities.**
- **Bob will send out a list of all City schools, the district in which they are located and a telephone number. Committee members will volunteer to contact at least one school, determine who the contact person or people are, and obtain an overview of that school's current energy, recycling and composting related activities.**
- **The committee, along with the City Sustainability Coordinator and the School Department representative to this committee will use this information to help develop a more coordinated energy and recycling plan for the schools.**
- **Consolidated media project.**
  - **This committee will generate twice monthly newsletters to be included in the City newsletter and to be submitted to the Sentry newspaper. Members will generate ideas for and take turns writing newsletters.**
  - **This committee would like to, in the future, disseminate this newsletter to community bulletin boards as well, to help raise awareness about energy efficiency and recycling issues.**
  - **Mike Howe has volunteered to be a research point person for this effort.**
  - **Bob would like to increase committee communication to roughly once a week, so that we can keep in touch regarding progress towards goals in between meetings.**
  - **The committee will use Google Drive to share information and documents.**
  - **The committee will start a newsletter idea list so that we can have newsletters prepared and written well in advance of submission**

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deadlines.

- **Todd will create a Google Drive Folder for the committee to access documents.**
- **Open Forum**
  - **Mike Shutts: Shared that he was able to successfully instituted recycling at the office where he works.**
  - **Bob Foster: Reported that Jim Gailey, City Manager, in an effort to reduce waste at City Hall, has eliminated individual trash cans at work stations and replaced them with individual recycling bins. There is now a shared trash bin and a shared composting bin for employees at City Hall.**
  - **Todd: Is looking forward to working on the communications component of the committee's work and is looking forward to collaborating with the City's Sustainability Coordinator.**
  - **Heather: Is happy with the new meeting time of 6:30. Thinks that this committee should capitalize on City events to help increase recycling and composting. Events Recycling Guidelines will be added to the event permitting process. It would be very helpful if this committee is notified anytime an event permit is issued so that we can contact event coordinators and offer our help with recycling and composting.**
  - **Mike Howe: Wants to spread the word that thrift industry - Goodwill, Salvation Army, Catholic Charities, for example - is capable of recycling 100% of all the textiles that people get rid of. Any textile that is NOT WET can be donated. Clothing does not need to be in good condition, it just needs to be dry. Textiles that are not in good enough condition to be resold, are recycled and repurposed. So please, don't throw away your textiles, donate them. Melinda asked "what is the average weight of textile waste?" The answer: 65 pounds/person/year.**

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- **Rita: Learned that metal can be recycled for cash. There are a couple of locations in Portland where metal can be dropped off and you will be paid (as of this meeting) 9 cents per pound.**
  - **Adrian: Happy to have joined the committee. Thinks this is one of the most interesting and important committees in South Portland.**
  - **Melinda: Is interested in finding ways to get the schools more involved in the work of the committee, perhaps inviting and encouraging teachers to become members of the committee.**
  - **Jessica: Has created an outline of recurring committee discussion items. Will post this on Google drive for the committee to look at, add to, etc.**
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- **Action Items**
    - **Todd: Will create Google Docs folder for the committee to use.**
    - **Heather: Will write newsletter on composting**
    - **Mike H: Will check with Sentry regarding submission of this committee's newsletter twice per month.**
    - **Jessica: Will send Small School Principal letters to Bob.**
    - **Bob: Will send out email to the group asking for volunteers to contact all schools in the district to gather info about energy efficiency, recycling and composting efforts.**

Adjournment - **Motion to adjourn Jessica, Seconded Mike H, meeting adjourned 8PM.**

Next meeting: Wed., February 18, 2015 - Community Center