

**EAST AMWELL TOWNSHIP
RECYCLING COMMITTEE
REORGANIZATION MEETING MINUTES
January 10, 2023 - TUESDAY, 7:30 P.M.**

CALL TO ORDER AND STATEMENT OF COMPLIANCE

The reorganization meeting of the Recycling Committee was called to order at 7:33 PM on January 10, 2023 by R. Georgett.

In compliance with the Open Public Meetings Act, this is a reorganization meeting of the Recycling Committee pursuant to the Notice published in the December 18, 2022 issue of the Hunterdon County Democrat. A copy of the agenda was forwarded to the Hunterdon County Democrat, the Trenton Times and placed on the Township Website and Bulletin Board.

Tara Ramsey was introduced as the Township Committee Liaison and welcomed to the meeting. Tara said she has now met everyone on the Committee and is excited to join. She said that when thinking about committees that work hard to get things done the Recycling Committee always comes to mind. Tara said that there is a “cheat sheet” provided by Alison, the prior Chair, to ensure items were not missed.

Each member introduced them self as attendance was taken. M. Cotruffello said he’s excited to see how the committee can reinvigorate with our new members in 2023.

2023 ATTENDANCE (X- present; E – excused; A – absent - * attendance via Zoom)

Recycling Committee Member	1/10/2023	2/7/2023	3/7/2023	4/4/2023	5/2/2023	6/6/2023	7/4/2023	8/1/2023	9/5/2023	10/3/2023	11/7/2023	12/5/2023
Rachael Atlee	*											
Kate Chichon	*											
Mike Cotruffello	*											
Rosemary Georgett	*											
Susan Kadlec	X											
Tara Ramsey Township Committee (non voting)	X											
Leo Rommel	X											
Environmental Commission Liaison - Vacant												
Member (2+) Vacant												

Others present:

NEW BUSINESS – REORGANIZATION

R. Georgett asked for nominations and/or volunteers for Committee Chair and these was discussion amongst members. All committee members spoke about their capacity to contribute at this time and only R. Georgett was able to volunteer. R. Georgett said although unconventional, because she is the Township Recycling Coordinator, she would volunteer as interim Chair. M. Cotruffello asked for a review of the Chair’s responsibilities, and R. Georgett said the Chair runs meetings, coordinates committee members to complete activities they agreed to, helps the committee stay on track to accomplish their goals and ensures those leading the Depot and opening the Grit Yard have all the

information needed. The Chair also works with Township Committee Liaison, Tara, to interface with the Township Committee and Staff.

R. Atlee and K. Chichon both said they would be happy to help with pieces of the work. S. Kadlec asked if it would be possible to have someone else step up later in the year, and R. Georgett said yes her intention is to serve as interim Chair and hopefully transfer the role to another member later in the year. M. Cotruffello asked if Tara as Township Committee (TC) Liaison would be allowed to Chair. R. Georgett said that the TC Liaison is a non-voting member of the committee, and she would have to become a regular Recycling Committee voting member to serve as Chair or Vice-Chair. **M. Cotruffello said that we should let the TC know that we are struggling and need more members, asking for their help and support.**

A motion was made by R. Georgett to self-nominate as Chair that was seconded by S. Kadlec. All members voted to accept the nomination with no objections or abstentions.

S. Kadlec asked for a brief description of the other roles to be filled. R. Georgett provided a high level review saying the Vice Chair role has varied based on the incumbent and last year it was primarily being responsible for Styrofoam. Ideally they back up the Chair's responsibilities including run meetings, etc. She continued that sub-committee leads take responsibility for that activity- for example: TREX lead would be responsible for finding volunteers to run plastic collections projects, weigh the plastic as it is collected and enter into the TREX website, ensure plastic collected is transported to a TREX receipt location (currently the Flemington Stop and Shop), and that she will share a written summary of the TREX role. K. Chichon said she recalls helping with the original TREX project, and was familiar with it. R. Atlee said 11th Animal Hour Rescue is running the current project, and after collecting 500 lbs of plastic will get a bench from TREX.

R. Georgett said Terra Cycle lead is primarily responsible for communications and coordination with Sharon Ernst at the East Amwell School Environmental Club because it is their program. K. Chichon said that Terra Cycling is very complicated because the items being collected change. R. Georgett said the school should be giving us a flier with up to date information to be posted on the Township website and used for collections at the Depot. The Environmental Club gets money for the collections. R. Georgett said that the Recycling Committee does prepare other informational and educational material, articles and fliers to be posted on the website, Facebook page, and sent to the VIP.

R. Georgett asked for nominations and/or volunteers for Committee Vice-Chair. **A motion was made by S. Kadlec to self-nominate as Vice-Chair on an interim basis that was seconded by R. Atlee. All members voted to accept the nomination with no objections or abstentions.**

TREX – S. Kadlec said that in addition to the earlier discussion on TREX, when there is no volunteer group running a project (eg attending the Depot to collect plastic, take charge of it and transfer it until goal is met, and get the bench) the Depot Lead needs to be ensure the plastic collected is sorted and transferred to Stop and Shop. R. Atlee said that when a bench is received, a decision on where to place it needs to be made. She continued that 11th Hour Rescue is doing a great job running TREX right now, and so it's very easy. R. Atlee said the current volunteers will be running TREX for a few more months. R. Atlee said it gets difficult when there is no volunteer, and K. Chichon asked what the lead needs to do when there is no one running a project. There was additional discussion regarding this work. M. Cotruffello asked if this program could be paused if there were no volunteers to run project and R. Georgett said yes that's right and a decision the committee could make. M. Cotruffello and R. Atlee said that they will be a temporary point of contact for TREX and K. Chichon said she would volunteer her husband to transport the plastic.

It was agreed that we would revisit all of these appointments in a few months when everyone is more familiar with the work, and L. Rommel said he will be much more comfortable after getting up to speed.

R. Atlee said the other items are battery and cork collections. S. Kadlec said it is the Depot Lead's responsibility to weigh and mail the battery box and find someone to bring the corks to Wegman's. R. Georgett said Erica Johanson had volunteers to purchase a zero waste box for corks, and all agreed to gratefully accept! S. Kadlec said there is one empty battery box left, and R. Atlee said there is also a partially empty box as well as two completely full boxes. R. Georgett said she will be donating a battery box and research ordering more.

Terra Cycle – K. Chichon said she was in touch with Sharon Ernst about Terra Cycle and that her children will go sort the items currently in the shed. She will then take these sorted items to the school. S. Kadlec said that originally Terra Cycle was transported to the school and they sorted it. She continued that with COVID, we began sorting at the Depot and Alison Castellano had continued to do some pre-sorting. R. Atlee said it would be helpful to get back to a baseline state and thanked K. Chichon for volunteering her family to help. She continued that we need to get back to where the school takes responsibility again.

K. Chichon agreed and said that Sharon Ernst is trying to get students to come to the Depot to take care of Terra Cycle pre-sorting. R. Atlee said we need an up-to-date list of items being accepted, and K. Chichon said she'll get this information. It was agreed that responsibility for this needs to transfer back to the school. K. Chichon said she will communicate with Sharon Ernst regarding the need for them to take this back because Sharon mentioned this to her already. T. Ramsey said the website Terra Cycle list needs to be updated and she volunteered as back up for communications with Sharon Ernst, as needed.

M. Atlee said if there are any collection programs that need to be paused, we may need to phase it out because residents have become accustomed to bringing TREX, Terra Cycle and other items to the Depot. We would need to notify them. R. Georgett said we could purchase a zero waste Terra Cycle box and M. Cotruffello said this could be another item for residents to donate.

Communications – L. Rommel said he will coordinate communications for now. T. Ramsey said this would be having articles for the VIP, the website and Facebook page. It was agreed that a list of topics were be discussed at committee meetings and tracked. Also committee members should share article ideas and content. T. Ramsey said opportunities for people to donate things would be a great VIP article because we have a lot of generous people in East Amwell and they don't always know what's needed.

AGENDA REVIEW – R. Georgett suggested focusing this meeting on restructuring and introducing what we do for the new team, and take regular business items off the agenda for this month. She suggested covering Depot, Recycling at February Depot, Grant Application with upcoming deadline and table other items. S. Kadlec said set up Depot leads for next two months as well.

OPEN TO THE PUBLIC – R. Atlee made a motion to open to the public that was seconded by M. Cotruffello. Beatrice Gooding introduced herself saying she lives on Sunnybrook Road in Hopewell, is retired and wants to be involved with Recycling programs. She is impressed by our program, is a chemist by training and is also looking to learn more. T. Ramsey asked if she could attend the Depot to learn more. Beatrice said yes she will attend the Depot on February 4th and the Depot leads will contact her. **M. Cotruffello made a motion to close to the public, R. Atlee seconded and all voted in favor.**

ACCEPTANCE OF MINUTES - The minutes from the December 12, 2022 meeting was put forward and **S. Kadlec made a motion that was seconded by M. Cotruffello to accept the minutes was carried with no objections.**

APPROVAL OF VOUCHERS – none.

REPORTS -

Quarterly Report Updates:

Depot Reports – R. Atlee said they were supposed to be trained at the January Depot in preparation to lead in February and instead stepped in to lead it. She reported on the details as outlined below.

Cars 114 (was probably a few more)

Clear and cool 40deg

153 lb + 10 lb TREX

—Feb trex needs a volunteer to drop off Dennis and Dawn won't be here.

Terracycle bagged; needs school to sort; need to update recycle coach and website for what Terracycle items we take. Website is a 404 error and app is not accurate.

Batteries need to ship x2 boxes

—we have 1 partial box We only have 1 empty box left — probably should order more of these

So much styrofoam - can someone call Jason for a pick up (Jason Bloom mentioned he would call Jason but not sure if that happened or not we just can't go another month so we should double check when that pick up will be)

70 18egg cartons

20 12egg cartons

~10 plastic or styrofoam egg cartons

Cardboard dumpster is 100%

Bottle and can is 40%

Need to know what to do with the ink cartridges we have soooo many

Volunteers (I'm sure I missed some)

Rachael

Mike Cotruffello

Dennis and Dawn

Rick

Kate and Laila

Erika

Mike dendis

Dennis and Dawn for Trex

R. Atlee said the foam egg cartons were given to a resident after posting the availability on Facebook. K. Chichon said the used ink cartridges can go with Terra Cycle. M. Cotruffello said January is typically the biggest month of the year and an average month is 60 to 70 cars. He said other contextual notes from those who were outside, the set up of dumpsters was well aligned and facilitated a good flow of traffic. M. Cotruffello asked T. Ramsey if we could ask

J. Silverthorn to mark in the parking lot where to drop the dumpsters each month. T. Ramsey said yes absolutely, she will send a message and will have him reach out to on M. Cotrufflee. L. Rommel said to please include him as a learning opportunity and to meet key people. R. Atlee said that Jason Bloom was also going to contact J. Silverthorn to transport Styrofoam because it fills more than half of the foam palace.

R. Georgett said she will send the committee an SOP created for Depot and R. Atlee said this was very helpful. Mark Gunn had prepared this and it is well done. S. Kadlec said the document is good and the best way to learn is go to the Depot.

Volunteers for the next depot: L. Rommel, S. Kadlec, K. Chichon, R. Georgett and T. Ramsey said she will come when her schedule allows. J. Bloom, R. Wolf and other “regulars” said they will be there as well. R. Georgett asked if everyone had a copy of the volunteers list to reach out as needed.

R. Georgett said New Tech will come to the February 4th Depot to do electronics collection and she will put them in touch with R. Atlee and M. Cotruffello. S. Kadlec said New Tech has been lovely in the past and M. Cortufello can show them where to park the truck, put pallets for collection, etc. K. Chichon said she will ask if the school can send a blast on this as well.

DEPOT LEAD & GRIT YARD (March to November) OPENING ASSIGNMENTS

DATE	LEAD
February 4, 2023	R. Atlee/M. Cotruffello
March 4, 2023	S. Kadlec
March 18, 2023 (Grit Yard)	S. Kadlec
April	
April	

Township Committee: T. Ramsey said there is nothing to report.

UNFINISHED BUSINESS –

VIP and website newsflash: R. Georgett said S. Kadlec had submitted an article for the VIP.

Month	Topic	Committee Resource
February 2023	Alternatives to product in plastic	Sue K.
March 2023	Items needing sponsor/donors	
April 2023		
May 2023		
June 2023		

NJ DEP Recycling Grant – R. Georgett said she had participated in a webinar about this grant program and that the program examples shared were huge, far beyond the scope of what this committee does. K. Chichon said she read through the material because she does a lot of grant writing, and there will only be one grant provided which is a minimum of \$250,000 addressing economic recovery, etc. She said this is a waste of time for this committee and it needs to come off the agenda.

NEW BUSINESS –

Recycling Meeting dates for 2023 - R. Georgett said please bring your calendar to the February meeting because we need to change dates for the July and November meetings.

OPEN TO THE COMMITTEE – R. Atlee said we need to prioritize getting someone to lead the Spring Clean Up and should do so at the next meeting. She said there are numerous empty reusable bags and reusable straws in the foam palace and we should decide how they can be used.

ADJOURNMENT

Motion was made by M. Cotruffello which was seconded by S. Kadlec and carried with no objections or abstentions to adjourn at 9:04 p.m.

Rosemary Georgett, Recycling Coordinator