

Shutesbury Recycling and Solid Waste Committee
Minutes
February 16, 2009

Attending: Gary Bernhard, Meryl Mandell, Steve Rice, Gail Fleischaker, Paul Vlach, Nancy Dihlmann, Ron Essig and Karen Czerwonka. Absent: None Visiting: Mino Caulton and David Dann.

The meeting was convened at 7:05 PM.

The minutes from the previous meeting (February 2, 2009) were approved with minor changes.

1. Recycling Coordinator Interviews:

The format of the interviews, to be conducted tonight, was discussed. The information sent to the candidates was reviewed. The questions to be asked were reviewed (see final page of this document) and Gary assigned the questions to those who would ask them.

- Candidate Marsha Beesen had notified David Dann that she was withdrawing from the process, prior to tonight's meeting.
- The scheduled times for the remaining candidates are: 7:35 pm – William Cardaropoli; 7:55 pm Joshua Epstein; 8:20 pm Sarah Martell.
- Karen Czerwonka stated that she had a conflict of interest with candidate Sarah Martell, as Sarah is dating her son. The committee agreed that Karen would participate in the interviews and discussions, but not vote on the candidates.

2. Miscellaneous Business:

Several matters were addressed in our remaining time prior to the first scheduled interview:

- David asked to set a date for "the subcommittee" to meet, which will address policies; procedures; statistical and budget figures; disposal contract options; and Committee / Town Administrator coordination. This was later finalized to be 7pm March 2, 2009. Meeting – David, Gary, Paul, Gail and Steve.
- David asked if the Committee would agree to moving the Recycling Coordinator stipend out of the line item budget, in to the RSW Revolving Fund for the next budget year. A short discussion ensued, but Meryl suggested that the subcommittee have a more in-depth discussion about this concept. This was unanimously agreed upon, with a notation that the concept was supported by the group, pending further review.
- A new format of deposit slip was presented by David and Gail, for submission of funds received for RSW activity, to be deposited with the Town Treasurer. Paul presented a past form he used for store clerks to record trash bag sales at non-town locations, as that practice had been stopped several years ago. Again, a short discussion ensued, and both forms were referred to the subcommittee for further discussion.
- "Bumper stickers" to identify barrels of other containers used by households for curbside recycling pickup were discussed. A low-cost source had been identified, and the committee agreed to spend up to \$300 to purchase a new supply for free distribution to residents. Several wordings were discussed, and it was agreed that if a generic "Recycling" or "Recyclables" wording was available, that would be preferred. David will price, choose and order them, unless there is a problem with pricing or selection.
- Ron noted a new email address for the group to use, as several members had problems getting messages past his ISP's spam filter. Those with email access were notified of the new address by Ron earlier today.
- A notice of a town wide postal mailing was found in the Recycling mailbox, but the deadline of three days from now did not allow us to get anything together of value. We agreed to wait for the Spring Town Newsletter, and expected to have a new Recycling Coordinator involved in the process by then.

- A brief discussion on trash contracts was held, which will be looked at more closely by the subcommittee.

3. Interviews begin:

The discussions of miscellaneous business continued much longer than expected, as the first scheduled candidate, William Cardaropoli did not show up.

- Candidate Joshua Epstein arrived at 7:50 pm, and was invited in to begin his interview. That interview was concluded at 8:25 pm.
- Candidate Sarah Martell arrived at 8:35 pm, and was interviewed until 9:10 pm. At the beginning, she was advised of the declared conflict of interest held by Karen, and the remedy agreed upon. She was fine with our decision.

4. Deliberation of Candidates:

All RSWC members, David Dann, and Mino Caulton, with no candidates present, deliberated from 9:15 pm until 9:45 pm. Toward the end of that period, Steve moved, and Nancy seconded, that we recommend Sarah Martell to the Select Board for the position of Recycling Coordinator, pending a positive result on reference checks by David. This was voted unanimously by Gary, Nancy, Ron, Paul, Gail and Meryl. Karen, David and Mino did not vote.

Paul clarified the next steps to be taken: David would check references, and if he was satisfied, call Sarah to offer the position. If she accepts, he will present her (via agenda item) for appointment by the Select Board at their March 3, 2009 meeting. Upon her acceptance, David will notify Joshua Epstein of the Committee's choice of Sarah.

- Gary noted that there should be no outside discussion of our deliberations; and no announcement of our candidate recommendation, until the process has been completed by David.
- Gail noted (paraphrased here by Paul) that she was impressed by the process, our careful deliberations, and the reasoning expressed by the group tonight, and that she was more convinced than ever that she was proud to be a member of the committee, and of the manner in which the RSWC conducts the town's business.

5. New RSWC Member:

The Committee then asked Mino if he had decided whether he would join our group as an appointed member. He said that he had been thinking about it since the last meeting, and after watching and participating tonight, was ready to make the commitment.

- Meryl moved, and Gail seconded, that Mino Caulton be recommended for appointment by the Select Board to the RSWC. This was unanimously agreed, and Mino was congratulated and welcomed aboard. David will forward the recommendation to the Select Board at their meeting tomorrow night, February 17, 2009.

The meeting was adjourned at 9:55 pm.

Addendum:

The following questions were asked of the candidates (sic).

1. What interests you about this position?
2. What do you consider to be your strongest communication skills?
3. Our recycling effort has become stagnant the past few years, what ideas do you have to improve the town's recycling effort?

4. 4. How would this position fit with what you are currently doing in your life?
5. Work schedule is very flexible however, some work can be done at home and some at town hall
 - a. Are you available to come to town hall at least 2-3 hours during the day once a week?
 - b. Are you available for two Bulky Waste Days (first Saturday in June and October)?
 - c. Regional Recycling Coordinators meet in Chicopee 3-4 times a year during the morning.
6. We would like to fill the position ASAP, when could you start?
7. Question about the grant program????? (Ed. A reference to a current grant from the DEP.)
8. What questions do you have for us?

Minutes by Paul Vlach.

Note: These minutes were approved by vote of the RSWC on May 28, 2009.