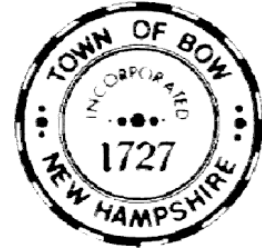




**Town of Bow Recycling and Solid Waste
Committee**



Meeting Minutes

September 1, 2020 Meeting

To: David Stack, Town Manager

cc: Bow Administrative Assistant, Committee Webpage, Recycling Committee Members

Re: Draft Recycling and Solid Waste Committee Minutes for September 1, 2020 Meeting (Zoom Meeting)

Date: September 1, 2020

Committee Member Attendees: Sherri Cheney, Mark Davis, Taj Pietkiewicz, Danielle Ruane, Beth Titus

ROLL CALL TAKEN.

Items Discussed:

1. Meeting Minutes

The meeting minutes from July 7, 2020 were approved. **Rollcall vote. All approved.**

2. Household Hazardous Waste Day

A. Location for HHWD for 2020

Date for 2020 is October 31, 2020

Discussion of using DPW this year, particularly because it is more spacious and will allow better social distancing.

Consensus for using DPW building this year.

Discussion of need for increased advertising about location.

B. Bow/Dunbarton Billing

EPI can track units from Bow and Dunbarton for billing purposes. The Committee members agreed that this will make billing easier for each town.

C. Survey

Sherri Cheney will confirm with DES that a survey is not required this year.

D. PPE Requests

Sherri Cheney will find out about obtaining face shields, N95 masks and rubber gloves for volunteers. She will also ask the town about getting a box of disposable masks for residents who may not have a mask.

E. Policies for COVID-19

Taj Pietkiewicz shared some sample rules for HHWD to address COVID-19. The Committee agreed that the rules should be adopted. Sherri Cheney will speak to EPI to address any rules that they may have for COVID-19.

Mark Davis will discuss any COVID-19 rules with the electronics vendor.

The Committee agreed that all residents should wear masks.

The rules will need to be advertised on a flyer and other communications to the public about the event.

F. Committee Site Visit at DPW

Committee members will meet at DPW to make plan for layout of HHWD before 10/31/20. Sherri will discuss with Tim Sweeny whether DPW is available for a site visit, and whether we can have our next regularly-scheduled monthly meeting at DPW at 6 pm on October 6, 2020 (first Tuesday of October).

3. Assignments of Work to be Conducted for HHWD

- a. Call Town (Notify Departments about HHWD) – Beth
- b. Call Police (Electronic Sign) – Rebecca
- c. Call School (Electronic Sign) – Rebecca
- d. Prepare and Submit Bow Times Article – Danielle
- e. Prepare and Post Facebook Update – Danielle
- f. Prepare Bow Library Display – Beth (note – she recommended reviewing Goffstown's website). The library is closed but she will work on having documents available.
- g. Update and Post Road Signs – Sherri
- h. Notice to Dunbarton Residents – Woody
- i. Call Tim Sweeny at Bow Public Works – Sherri will confirm availability of DPW for 10/31, and also to arrange for used oil containers and cones
- j. Call Pinard (Arrange for Dumpster for Cardboard and Rolloff w/Liner)– Taj
- k. Volunteer Coordination – Woody for Dunbarton, Sherri for Matt, Gary and Cindy
- l. Obtain Oil Strainer – Taj will buy materials to build a strainer
- m. Education Effort (Educational Article) – Danielle
- n. Finalize Survey – Sherri will call DES to find out if needed
- o. Contact Electronics Vendor – Mark
- p. Flyer for Town Hall Clerk's Office - Danielle will create ASAP

4. Next Meeting

Next meeting on October 6, 2020 (first Tuesday) at 6:00 p.m. at DPW (if available).

Meeting adjourned 8:20 p.m.