1. Call to order, attendance, and introductions. 6:36pm meeting called to order by Charlie Tyler. Attending: Charlie Tyler, Bob Spence, Diane Hanson, Anne MacDonough, David Muniz, Andrea Brennan, Dorothea Von Herder.

2. Establishment of quorum, approval of agenda for the current meeting and approval of Minutes of the October 22, 2020 meeting.

3. Thank-yous:
   - Amy for again offering her Zoom capabilities for our meeting, and for following up on food waste contractor investigation.
   - Diane H. for tracking down tonnage reports from vendors and preparing the monthly spreadsheets/graphs.
   - Anne for setting up and wrapping up the Household Hazardous Waste event and for reaching out to schedule next year’s event.
   - Andrea and Amy for work on new resident welcome procedures.
   - Ron and company for work with recycling and food waste at Transfer Station
   - Jeff Blaney for his continual volunteer help at the Transfer Station
   - DPW crews for continued helping with Transfer Station.
   - David, Diane, and Anne for volunteering at the HHW day on a frigid Halloween morning!
   - Charlie for coordinating HHW sign-ups!

Action Items:

5. Discussion/votes on budgetary requests:
   1. Any items to be considered:

Discussion/Update Items:

6. Updates/announcements about recycling programs since the State shutdown due to COVID-19: status of textile and book bins, other recycling center updates. More Than Words left us hanging for over a month (from 10/7 to 11/16) but finally picked up our accumulation this week.

7. New member solicitation/recruitment – progress on seeking a new member to take Wendy’s place.

8. Food Waste Collection for Compost:
   - Continued discussion regarding expressing food waste composting advantages without specifying relying on potentially erroneous weight estimates. (DEP, economics, ecology). Amy encourages critical review of composting flyer before printing. Dorothea suggests including “creates nutrient rich soil” as a benefit on the flyer.
   - Status of exploration of contractor alternatives – cost estimates, contract review, and other considerations. Amy has sent Black Earth draft contract to Sean Killeen for review. No word back from Sean.
   - Discussions about increasing composting in Sherborn; efforts to increase resident participation in composting by coordinating education-awareness about composting with Pine Hill students, possible role of high school students in town-wide education efforts, and/or Eagle Scout projects, and others.
   - Update about DS high school Capstone Project to educate Sherborn residents about Transfer Station composting program in Sherborn (Amy) Dorothea updated the board that the Capstone Project might be discontinued.
   - There is an opportunity for a grant to support sustainability projects, with a focus on composting/composting participation. Committee needs to continue discussion on the sustainability grant.

9. If Styrofoam collection is discontinued, how to dispose of current inventory and alternative use for the current container. Committee discussed placing porcelain in container. Committee voted for a final Styrofoam pick-up. Diane made a motion, Andrea seconded. Motion passed unanimously.

10. Discussion and suggestions for improving our recycling information portion of the Town website. Committee will look at website for review.

11. Further discussion regarding Swap Shop opening and operational issue for next spring. Committee will begin to come up with safety procedures for reopening, targeting April 2021.
12. Dover Recycling inquiry regarding involvement of high schoolers in a town cleanup effort. Dorothea updated the committee on a town-wide community clean-up to be held in April 2021.
13. Recap of Household Hazardous Waste Day and paper shredding 2020. 2021 schedule and improvements/lessons learned. Discussion regarding choice of a 2021 date. Committee indicated that October 2, 2021 from 8am – 12pm was a good date/time. Anne will confirm with Clean Harbors.
14. Meeting in December? Committee discussion regarding interim business. Committee agreed to cancel December meeting, will meet again on January 14, 2021.
15. 2021 meeting schedule (see below); Other items needing discussion/attention

Non-agenda Ongoing Business/action tracking:

16. Committee appointments
17. Signs for Transfer Station – need list of signs with sizes and quantities – C. Tyler update.
18. Transfer Station Rules and Regulations – Committee to review last draft sometime in future.
19. Commingled and Paper recycling contracts – expired and on hold (under current contract agreements) while the recycling market instability continues. Now paying per-ton for commingled and mixed paper.
20. More Than Words update and old Big-Hearted Books bin pickup – MTW empties the bin – no word from Discover Books (BHB successor) about retrieving container or from MTW about furnishing their own.

Meeting adjourned at 7:22pm.

Submitted by Amy VanLangen

CALENDAR: 2nd or 3rd Thursday of month at 6:30 PM at Town Hall – Tentative meeting date in 2020: (Dec 10?). Tentative meeting dates in 2021: Jan 14, Feb 11, Mar 11, May 13, Jun10, Jul 8, (Aug 12?), Sep 9, Oct 14, Nov 12, Dec 10