



**Town of Plaistow, NH**  
**Trash & Recycling Advisory Committee (TRAC)**  
**145 Main Street, Plaistow, NH 03865**

**TRAC MINUTES**  
**November 10, 2021**

**Call to Order:** The meeting was called to order at 7:01 PM

**ROLL CALL:** Isabel Gautreau, Chair  
Robert Kinkaid, Vice Chair  
Richard Anthony  
Deborah Esparza-St. Louis, *excused*  
Kelley Fox, *arrived 7:02 PM*  
Maryann Little  
Mary Anne LoCascio

Also present: Jay DeRoche, *Selectmen*

**Agenda Item 2: Review/Approval October 14, 2021 Meeting Minutes**

**★ M. LoCascio moved, second by R. Kinkaid, to approve the minutes of the October 14, 2021, meeting as written. There was no discussion on the motion. The vote was 5-0-0 U/A**

*K. Fox arrived at 7:02 PM*

**Agenda Item 3: Discussion – Educational Materials to be included with carts when distributed.**

The committee had selected the format of the materials that they recommend be sent with the carts when distribution begins on December 6, 2021. It was a four (4) page (both sides of two (2) sheets of paper) template. Members were assigned to work in different sheets.

The committee reviewed, edited and finalized the materials for each sheet. The most time was spent on the FAQ page to be able to bring it down to a single sheet, but still have the most important information. This allows for a full-size page of the “RecycleSmart” flyer on the last page. The Board of Selectmen (BOS) letter (sheet 2) would be added prior to printing.

There was discussion regarding the order of the sheet. It was suggested that putting the two sheets with the most color on them (Cart Roll Out and RecycleSmart pages) would draw the most attention.

The order of the pages will be recommended as:

Page 1: Cart Roll Out Information  
Page 3: FAQs

Page 2: Board of Selectmen Letter  
Page 4: RecycleSmart Flyer

Information directing residents to the website for additional information was prominently included on the pages.

There was a discussion of the semi-automated system that JRM Hauling (JRM) will be using. It was noted that the carts will be manually pushed to the truck, loaded onto the automated arm and lifted to the truck to be emptied. This allows for a visual inspection of recyclables to hopefully cut back on contaminated recycling and allows the use of larger carts that hold more. It was also noted that the Town was able to still have weekly curbside pick up of a single bulk item as part of the contract with JRM.

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**★ K. Fox moved, second by M. LoCascio to recommend to the Board of Selectmen to use the edited version of the informational materials to attach to the recycling carts when distributed. There was no discussion on the motion. The vote was 6-0-0 U/A**

#### **Agenda Item 4: Old Business**

There was no old business before the committee at this meeting.

#### **Agenda Item 5: New Business**

##### **a. Budget Proposal**

It was noted that the 2022 budget had already been approved by both the BOS and Budget Committee and that \$500 was included for the TRAC.

##### **b. 2022 Educational Plan**

Tabled to next meeting

#### **Agenda Item 6: Action Items – Updates and Review List of Added Items (if any)**

##### **a. Additional Educational Materials for Webpage**

It was noted that information had been submitted by a resident to be included on the website.

#### **Agenda Item 7: Recycling and Plastics Beyond Plaistow (on-going)**

Tabled to next meeting.

R. Kinkaid offered that he had been working with the Library on a Talking Trash and Recycling program to be held at the Library. It was explained that the cost was \$250, and the Library was willing to cover that cost. It was noted to be schedule for December 7, 2021.

J. DeRoche offered to take it to the BOS to get authorization for the TRAC to participate.

**★ R. Kinkaid moved, seconded by M. LoCascio to recommend to the BOS that TRAC participate in the Talking Trash and Recycling program offered that the Plaistow Public Library on December 7, 2021. There was no discussion on the motion. The vote was 6-0-0 U/A.**

R. Kinkaid suggested that the resources on the RecycleSmart website would be a good resource for a yearlong recycling-focused campaign.

J. DeRoche also noted a website called "Recyclopedia" that had good information.

**ACTION ITEM:** All members take a look at the RecycleSmart website and be prepared to discuss at next meeting.

There was no additional business before the committee and the meeting was adjourned at 9:01 PM.

Respectfully Submitted,

Dee Voss  
Administrative Assistant

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