Meeting Minutes
March 4, 2020, 7 p.m.
Dover Town House Lower Conference Room

Members Present: Carol Lisbon, Chris Poulsen, Wendy Muellers, Leesa Mullin, Lindsay Nie, Janit Greenwood, Craig Hughes
Guest: Susan Peppercorn

1. Opening

Chair Chris Poulsen opened the meeting at 7 p.m.

2. Regular Business

A. Approval of Meeting Minutes – The meeting minutes from the 2/5/20 were reviewed and approved by a vote of 6-0.

B. Transfer Station Operations
   a. Concrete pad by furniture shed regraded and prepared for new mattress container delivered in February and bought for $6750 from grant funds.
   b. Container use for NewLife inventory from Swap Shop discussed and to be finalized this Spring.
   c. Location of rigid plastics, textiles and book bins adjusted
   d. Bin inventories confirmed; 20 Earth Machines ordered.

C. Food Scraps
   a. Continued successful use; need a few new lids; need stickers to update brochure

D. Communications
   a. Information on Spring Clean-Up and Dover/Medfield Hazardous Waste Day on 4/4 to be focus of electronic sign, FB, NextDoor and newspaper in March & April
   b. Janit to work with Craig on electronic sign messaging for next several months

E. April Clean-up
   a. Craig ordered 400 orange, smaller but stronger bags
   b. Instructions and implementation list reviewed and approved.
   c. Sign-up now on line.
3. **New Business**

   A. 2020 Hazardous Waste Day schedule to be placed on website; Dover/Medfield 4/4
      Hazardous Waste Day to be promoted to Town
   B. Lindsay to set up google drive for Committee documents

4. **Adjournment**

   At 9:10 p.m., it was moved and seconded to adjourn the meeting. The motion was approved 6-0.

5. **Next Meetings:** 4/1, 5/6, 6/10

Respectfully Submitted, Carol Lisbon

Documents and Exhibits Used During this Meeting:

- Meeting minutes of 2/5/20
- Action List 2-5-20
- Electronic Sign Schedule
- Spring Clean-Up Instructions and To-Do List