

**Litchfield Smart Task Force
Wednesday November 10, 2021
Litchfield Public Works Department
101 Russell Street – 4:15 p.m.**

MINUTES

Members Present: N. Boccio, G. Geci, D. Raap, L. Losee, H. Simko, S. Mullin, and C. Liley

Approval of Minutes: The minutes from the last regular meeting were voted on and approved with one error. L. Losee's name was misspelled at the top. And under "Food Waste Survey" change the "as" to "at." S. Mullin made motion to accept with changes made, second by L. Losee. Minutes unanimously accepted.

Recycling Report: N. Boccio said the new target date to have the Town accept food waste into to leaves will now be November 30th due to lack of help in the office. No other updates other than inspections are now being done weekly to ensure no rat-packing or hording is being done.

Food Scraps: Discussion was held on how best to advertise. Some of the options were: WZBG, email blasts to residents, FaceBook, Tweets, asking White Memorial to add it to their flyers, BOE and school E flyers, and the Town Hall and School exterior signs. The ad could be a picture of the new food scrap sign and one or two lines of info. H. Simko suggested we use a one liner like "Be Smart, Save money by Recycling". N. Boccio to send the food scrap info to S. Mullin so he can work with his class on the flyer.

Litchfield Sustainable: J. Geci, H. Simko, and C. Liley attended the November 9th Sustainable Litchfield meeting. They reported back that Litchfield Sustainable would love to work with us and help us find funding. They also suggested we come up with a budget. Next meeting, we will come up with ideas what to budget for.

Discussion on the Website: C. Liley will call E. Callahan at the town hall to arrange a time and site to discuss what can be done to improve the Recycling Center's web page.

Goals and Accomplishments: C. Liley suggested we come up with goals in order to plan for a budget.

Other Business to Properly Come Before the Committee: None.

Adjournment: The meeting adjourned at 6:05 p.m. The next meeting is scheduled for December 8th, 2021 at 4:00 p.m. at the Department of Public Works offices.

Respectfully submitted,
Naomi Boccio