

**Location and time:** Westwood Town Hall, 7:30 pm

**Members in attendance:** Maria Costantini, Claire Galkowski, Stephen Harte (Chair), Kate LaCroix

**Others in attendance:** none

**Approval of minutes:** No quorum

### **Topics Discussed**

#### **1. Westwood day**

We discussed what needed to be done to prepare for Westwood Day. We agreed on the following actions

- Order two banners 6 x 1 foot in vinyl with 4 grommets: one for the WEAC tent and one for the Trash and Composting tent
- Make and display two posters about what to recycle and what not to recycle. The materials would be attached to the posters. These posters would be hung from the bar of the tent.
- Plan a “recycling game” to educate residents about what can and cannot be recycled
- Make available Claire’s handouts on reducing and reusing
- Organize raffle for 6 months of free composting
- Put signs (Trash or Recycle) on the all bins that will be delivered by DPW to the High School grounds
- Bring A frames for posters, tape, scissors

**Meeting adjourned at 9:00 p.m.**

**Next meeting will be on October 10, 2019 7:30 p.m.**