



November 12, 2021
8:00 a.m. to 9:00 a.m.
Franklin City Hall Training Room

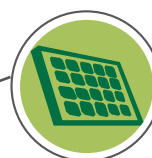
8:00 am	Welcome and Introductions	Dana Kose
8:05 am	*Approval of September Meeting Minutes	Dana Kose
8:05 am -- 8:10 am	Announcements - Alderman Election Results - Commission Updates and Reporting - City Hall Redevelopment Update - Member Update	Andrew Orr
8:10 am -- 9:00 am	Waste Reduction Policy Guide Discussion	All
9:00 am-- 9:20 am	Transportation Policy Guide Discussion (Goals and Policies)	All
9:20 am -- 9:30 am	News/Updates/Adjourn	Dana Kose

*Item contains an attachment or link

CITY OF FRANKLIN MISSION STATEMENT: Franklin will continually strive to be a community of choice for individuals, families, and businesses to grow and prosper through an excellent quality of life supported by exceptional, responsive, and cost-effective City services.

Brenton Montgomery (12/11/2021)	Todd Palmer (8/27/2022)
Mike Cassity (11/10/2024)	Dana Kose (12/10/2022)
Beverly Burger (BOMA co-terminus)	XXXX (11/XX/2021)
Patrick Baggett (Franklin Tomorrow co-terminus)	XXXXX (11/XX/2021)
R. Keith Gordon (3/23/2024)	

The City of Franklin has committed itself to developing an ongoing strategy of sustainability for the community. This initiative will be designed to achieve viable, fulfilling, and rewarding lifestyles for our residents and business partners through responsible and innovative stewardship of the environment.



MINUTES OF THE MEETING OF THE FRANKLIN SUSTAINABILITY COMMISSION

September 10, 2021

Members Present: **Chair Dana Kose, Micah Wood, Todd Palmer, Patrick Baggett, Mike Cassity and Fred Daniell**

Members Absent: **Brenton Montgomery, Alderman Beverly Burger and Keith Gordon**

Staff Present: **Andrew Orr, Eric Conner,**

Visitors: **none**

The Franklin Sustainability Commission held a regular meeting on Friday, September 10, 2021, at 8:00 a.m. in the Franklin City Hall Training Room.

Welcome and Introductions

Chair Kose welcomed everyone to the meeting. Everyone introduced themselves.

Approval of the Minutes

Chair Kose asked for a motion to approve the August 2021 minutes.

Mr. Palmer moved, seconded by **Mr. Wood**, to approve the April 2021 minutes.

The motion carried unanimously.

Announcements

- **Energy Policy Guide Update** – The Board of Mayor and Aldermen (BOMA) endorsed the Energy Policy Guide at the BOMA Worksession on August 24, 2021. The item was on the Consent Agenda.
- **Term Limits and Expirations** - **Mr. Wood's** term limit is ending in October 2021. **Mr. Daniell's** last meeting will be October 8th. Also, **Mr. Montgomery** will stay for a second term.
- **Energy Policy Survey for Aldermen** – **Mr. Eric Stuckey**, City Administrator, sent out a survey to the Aldermen. Only four have been returned.
- **Blue Bin Number Information** – Fieldstone Farms has the highest number of registrations, followed by Westhaven and Ladd Park.
- **Glass Recycling** – **Mr. Orr** stated that more information was needed before they present to BOMA. He stated that he sent the list of Blue Bin customers to the glass recycling companies.
- **Sustainability Commission Members** – **Chair Kose** asked the members to submit names of people who would have interest in being on the Commission, especially people in the Waste Reduction field.

Waste Reduction and Transportation Policy Guides Discussion

The following discussion ensued:

- Does the City have any guidelines, on the procurement side, regarding purchasing sustainable items or recycling? **Mr. Orr** stated that the Purchasing Office has guidelines.

SUSTAINABILITY COMMISSION



Each department has one person who is in charge of purchasing. Suggested recyclable items: office paper and printer cartridges. Also, it was suggested, for the Purchasing Department, to give extra points for recyclable, sustainable products when considering bids.

- Recyclable/Sustainable Products for New City Hall: **Chair Kose** stated that that the current City Hall is an action item in the Energy Guide. She suggested adding another **action item for the New City Hall**. **Mr. Orr** stated that there is a community meeting scheduled in October for public input.
- Data – The data is from 2017. This information was also given to LEED for Cities. This does not include glass recycling. **Mr. Orr** stated that approximately 15,000 out of 25,000 (60%) households in Franklin participate in the Blue Bin program.
- Yard waste is sold. This includes the brown bags for small yard waste, and there is a separate program for larger limbs.
- Glass Recycling - Need more information, such as pricing, before present glass recycling information to BOMA. This may be a profitable service.
- How much promotion does the City conduct for the recycling programs: Blue Bin, Yard Waste and BOPAE. **Mr. Orr** stated that the Blue Bin is promoted and does well, while the yard and BOPAE programs need more promotion. The County has “BOPAE days” that they advertise on WAKM AM radio.
- Promoting Private Glass Recycling Companies – **Mr. Baggett** stated that there may be ways to help promote these companies without spending any money. Ideas for promotion include the Green Business program and City website or Facebook Page posts.
- **Mr. Palmer** stated that he would check on passing out information at MTEMC events.
- City Festivals and Events – Most of the Downtown events are sponsored by the Heritage Foundation. One issue with recycling trash at these events is the contamination state of the items. It was suggested that the glass recycling companies could have a booth to provide information. At the annual Greenbuild Conference, they have volunteers who demonstrate recycling and provide information. **Add this as an action item.**
- Food Waste and Downtown businesses – **Mr. Orr** stated that the issue is having a facility to take the food waste to. He stated that there is a composting process option. **Mr. Baggett** stated that there are places that collect food that will not be used by restaurants and take it to food banks. **Mr. Orr** stated that some communities conduct truckload sales for rain barrels and food composters.
- City Buildings/Employees - **Chair Kose** suggested that the City should increase awareness for recycling by employees while at work.
- **Mr. Wood** stated that the Wildlife Federation is working on programs for awareness.
- Streams/Water - Stormwater and The Cumberland Project.
- Reducing Cost – Recycling reduces landfill cost and space capacity.
- Cardboard in the landfill – **Mr. Baggett** stated that less people are recycling the cardboard boxes in the Blue Bins due to breaking the boxes down and space. Also, there is an increase in cardboard in the landfill due to the COVID 19 pandemic and Amazon deliveries.
- Scheduling specific days for recycling pickups for special items – Work with SES to set a pickup schedule for items on separate days, such as cardboard, batteries etc. For example, pick up cardboard items only a specific day each month. Look at independent



contractors for this if SES is not able to do it.

- Batteries – BOPAE takes batteries. Do they take alkaline batteries?

Updates/Other News/Adjourn

Chair Kose stated that the next meeting will be **October 8, 2021 at 8 am in the Training Room.**

The meeting adjourned at 9:00 am.





***DRAFT* WASTE REDUCTION
POLICY GUIDE**

The City of Franklin is committed to minimizing waste in its municipal operations and promoting waste reduction strategies to the community.



POLICY STATEMENTS

1. The City seeks to promote existing waste reduction programs.
2. New opportunities need to be evaluated that would further waste reduction efforts.
3. Litter along streets and waterways should be monitored and collected promptly.



ACTION ITEMS

1. Increase blue bin recycling participation to 75% of eligible households by the end of 2024.
2. Evaluate options to increase recycling of material not included in the Blue Bin Program such as glass and large cardboard.
3. Promote the Batteries, Oil, Paint, Anti-freeze, and Electronics (BOPAE) recycling.
4. Evaluate options for increasing capacity for brown bag processing.
5. Evaluate options to encourage and process food waste composting.
6. Conduct an annual litter survey of roadsides throughout the City and coordinate litter pickups.
7. Conduct annual river and stream litter pickups.
8. Evaluate municipal procurement of supplies and materials made from recycled materials.
9. Evaluate waste reduction efforts and goods

TOTAL CITY OF FRANKLIN WASTE BREAKDOWN

Year	Customers	Tons of Waste	Tons of Recyclables	Tons of BOPAE	Tons of Yard Waste
2018	24,344	19,538	3,319	340	6,326
2019	24,307	19,905	3,356	310	7,223
2020	23,938	23,361	1,801	310	7,162

*Yard Waste includes brown bags, leaf, and brush collection

ACTION ITEMS (Continued)

- made from recycled materials for the new City Hall project.
- 10. Utilize social media and conventional media channels to inform residents and businesses about recycling opportunities
- 11. Evaluate options to incorporate recycling at events in the City of Franklin