



Agawam Massachusetts

Office of the Mayor
36 Main Street, Agawam, MA 01001
mayor@agawam.ma.us

To: Department Heads
From: Mayor William Sapelli
RE: Waste Reduction and Recycling Policy
Date: January 10, 2022

Agawam Continues to do a great job recycling but as public sector purchases, we need to complete the recycling process by purchasing products made with recycled material. Buying products made with the recycled material is critical to generate economic motivation for manufacturers to use the raw materials that we do recycle.

Buying products made with recycled material is critical to our efforts. If we don't purchase recycled products, there is no economic motivation for manufacturers to use the raw materials that we do recycle. Additionally, the recycling industry is adding jobs daily and this significantly impacts the state's economy.

In the past, recycled products may have represented less quality and cost more, but tremendous advances from improved technology and increased demand have resulted in recycled products that are extremely cost competitive and high quality. Many products routinely purchased contain recycled content such as paper towels, plastic trash bags, and copy paper.

The Town of Agawam is committed to buying products made with recycled materials. Your participation and enforcement in the following guidelines is required and appreciated.

Thank you for your anticipated support and cooperation!

Waste Reduction and Recycling Policy

To the maximum extent practicable, the following standards should be adhered to within but not limited to all offices, common areas, lunch rooms, and municipal grounds. Policies are to support a Zero Waste approach; maximize recycling, minimize waste, reduce consumption and ensure that products are made to be reused, repaired or recycled back into nature or the marketplace.

a. Recycling

In support of the Massachusetts Department of Environmental Protection's waste ban, which prohibits the disposal of mixed paper, cardboard, glass, plastic, aluminum and tin bottles and cans, all Agawam Municipal Employees shall be responsible to participate in and support the towns recycling efforts.

b. Waste Reduction

All employees shall implement and encourage paper reduction techniques through the use of electronic emails, sharing and circulating materials, prioritizing double sided printing and photocopying, and the reuse of discarded paper for scrap paper and internal messages.

c. Recycled Product Purchasing

In accordance with Town Executive Order #621 -Recycled Product Procurement Policy; for all purchases of printing and writing paper for in-house use or customized printed materials by professional printers, including, but not limited to, copy paper, forms, stationary, envelopes, tablets, notepads and file folders, the minimum content standards shall be no less than 30% post-consumer recycled materials to meet the current state and federal minimum standards.

d. Trash

Trash is only those materials generated by the town that cannot be recycled or reused. All departments shall implement and encourage trash reduction techniques as to support the town's mandatory recycling policy as well as to help reduce disposal costs