



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

PUBLIC NOTICE SUSTAINABILITY ADVISORY COMMITTEE

Sustainability Advisory Committee will meet in the Nowak Room, Exeter Town Offices
at 10 Front Street, Exeter on Wednesday, December 3rd, 2025 at 7pm.

1. Call SAC Meeting to Order/Welcome
2. Public Comments
3. Approval of Minutes – October 1st, 2025
4. Sustainable Partner Program Subcommittee Update (Sarah, Julie, Kristen)
 - a. Proposal in Packet for review/approval
 - b. Expense Approval – Window Stickers
5. Composting Campaign (Sarah, Julie, Kristen)
 - a. Feedback from last program
6. October 25th Styrofoam Collection Report & Densifier Update
 - a. Expense approval – super sacks
7. Solid Waste Planning
 - a. 12/8 Facility Tour
 - b. Expense Approval - Diversion magnet printing
8. New Member Outreach
9. Other Business
10. Adjourn

Next Meeting: December 3rd, 2025 7 pm.

Denise Short, Chair Sustainability Advisory Committee

Posted November 28th, 2025 Exeter Town Website www.exeternh.gov and Town Office kiosk.

**TOWN OF EXETER
PLANNING DEPARTMENT MEMORANDUM**

Date: November 28th 2025
To: Sustainability Advisory Committee Members
From: Kristen Murphy, Conservation & Sustainability Planner
Subject: December 3rd Meeting

1. Sustainable Partners Program

Sarah conducted interviews with several businesses to refine the list of criteria to fit many business models. See ATTACHED PDF.

2. Composting Promotion

At the last meeting we had discussed developing a survey regarding composting. Sarah sent a follow up email to those who participated in the 2024 composting promotion effort. The email was sent to 14 participants, as many participants only provided an address or phone number. Sarah asked some simple questions:

- Do you use your compost bin?
- If so, do you have any issues with it? Any questions? Any takeaways?
- If not, could you explain why? (No judgment here; we're just trying to learn!)

We received a 28% response (4) and feel the results were informative.

- All 4 still compost today
- All 4 did not like the bin – common comment was too small, cleaning difficult
- All 4 expressed difficulty making it to the transfer station on a weekly basis
- 3/4 use a freezer to extend the storage period for their compost

Some direct suggestions from the respondents:

- Interest in trading weekly recycling for every other week if curbside composting was offered
- All expressed a desire for a more central drop off bin location

Given this feedback, we suggest holding off on purchasing additional bins. We have also developed the attached survey to gather more information from a broader audience on composting. See ATTACHED PDF.

Suggested Motion in the event purchase requests are approved.

To authorize the expenditure of up to \$XXX from the Sustainability budget line item for the _____.

Baseline Actions (Required for Eligibility)										
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These are minimum actions all participating businesses must complete to qualify.				Point System					
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[illegible]

Point-Earning Actions (to qualify for Certified or higher tiers)		EARN		EARN	
1	Complete a course	1	Complete a course	1	Complete a course
2	Complete a module	2	Complete a module	2	Complete a module
3	Complete a lesson	3	Complete a lesson	3	Complete a lesson
4	Complete a quiz	4	Complete a quiz	4	Complete a quiz
5	Complete a test	5	Complete a test	5	Complete a test
6	Complete a project	6	Complete a project	6	Complete a project
7	Complete a assignment	7	Complete a assignment	7	Complete a assignment
8	Complete a discussion	8	Complete a discussion	8	Complete a discussion
9	Complete a peer review	9	Complete a peer review	9	Complete a peer review
10	Complete a final exam	10	Complete a final exam	10	Complete a final exam

Choose 3 or more points from the following actions for Certified or higher tiers.

Category	Action	Points
1. Energy Use	Heat/cool with renewable energy sources and/or heat pumps	4
	Source renewable electricity from utility (if available)	3
	Offer EV charging to staff/public	3
	Get an energy audit and implement at least one recommendation from the results	2
	Seal leaks and insulate doors/windows to improve building efficiency	2
	Hybrid or EV company vehicles	2
	Use motion sensor lighting where practical	1
	Use programmable thermostats	1
	Use ENERGY STAR appliances/equipment (when replacing or purchasing new)	1
	Regular maintenance of HVAC and refrigeration systems to keep them efficient	1
	Avoid idling car/trucks as company policy	1
2. Waste Reduction & Materials		
	Use plant-based or compostable takeout containers, cups, and utensils	2
	Use reusable cups, dishes, and utensils for dining in	2
	Use reusable rags for cleaning rather than disposable products	2
	Use disposable or single-use cups for takeout only	2
	Participate in a food recovery program (Too Good to Go, food pantry, community fridge donations)	2
	Implement composting practices	2
	Purchase materials locally, supporting local farms, makers, etc.	2
	Use digital communications to reduce paper	1
	Use recycled or scrap paper	1
	Digitized menu (where relevant)	1
	Avoid double-bagging unless absolutely necessary	1
	Encourage customers to bring reusable bags (or reusable containers of any sort)	1
	Minimize unnecessary wrapping/packaging (e.g., avoid bagging containers that don't need it)	1
	Reuse boxes and packaging material for shipping	1
	Encourage customers to bring their own mugs and leftover containers	1
	Use reusable cups, dishes, and utensils for employees	1
	Offer digitized/emailed receipts	1
	Conduct an internal waste audit and target at least 1 area for waste reduction	1
	Use 100% recycled or kraft paper bags/packaging	1
Sell products that are considered "sustainable" by some standards	1	
	Use plant-based inks for printing	1
3. Water Conservation		
	Implement water-saving measures in business operations (e.g., kitchens, laundry, landscaping)	2
	Install low-flow faucets/aerators	1
	Implement weather conscious landscape watering	1





4. Public Health & Workplace Environment	Avoid added fragrances in public spaces (no scented candles, plug-ins, etc.)	1								
	Use air dryers in bathrooms instead of paper towels	1								
	Use BPA-free receipt paper	1								
	Provide employee incentives for biking, carpooling, or public transit	1								
5. Ecology & Green Infrastructure	Install a green roof	4								
	Plant a rain garden (to absorb stormwater runoff and filter pollutants)	3								
	Provide greenspace for workers/customers/public	2								
	Plant a pollinator garden	2								
6. Support the Cause (Community & Mission)	Incorporate sustainability/environmental responsibility into company mission statement	2								
	Support human rights or local social equity initiatives	2								
	Host an employee community service day focused on sustainability or environment	1								
	Do pro bono work for environment	1								
	Provide sponsorships/donations to environmental organizations	1								
	Purchase carbon offsetting to counteract shipping costs	1								
	Educate customers/community about sustainability measures related to your field	1								
7. Social Responsibility & Governance	Maintain equal opportunity & anti-discrimination policies	1								
	Ensure fair pay practices (living wage & equal pay for equal work)	1								
	Monitor and support workplace health & safety	1								

Exeter DRAFT Food Waste Survey

- 1) What is your housing type? Single family dwelling, multi-family?
- 2) Do you rent or own?
- 3) Do you directly manage the waste stream in your household? Y/N/Not sure
- 4) How is your household trash managed?
 - a. Utilize town curbside pick up
 - b. Have access to town curbside services but opt for private contractor
 - c. Do not have access to town curbside services and use private contractor
- 5) Approximately how many trash bags do you fill each week?
- 6) Do you compost your food waste currently?
 - a. If yes, do you compost:
 - i. In your yard?
 1. Why do you compost in your yard?
 2. How do you manage your backyard compost?
 3. Do you share a compost bin with a neighbor?
 - ii. At the transfer station?
 1. How satisfied are you with the free composting service?
 2. Are there any challenges to using it?
 - iii. Curbside with Mr. Fox?
 - b. If you don't compost food waste, why not?
 - i. I was not aware the town provides free composting at the transfer station
 - ii. I am aware free composting is available but
 1. Don't have a way/place to store it
 2. Don't have transportation
 3. Other:
 - iii. what would make you more likely to compost?
 1. Educational workshops in town to learn more about composting and how to do it effectively?
 2. If there was a centralized public drop-off site(s) in town would you be likely to use it?
 - a. Why/why not?
 3. Other:
- 7) Do you have any questions about composting?
- 8) What would you change about the composting options in town?
- 9) Do you own a business in Exeter?
 - a. Do you directly manage the waste stream of your business?
 - b. Do you have a compost service at your business?
 - i. If yes, what compost service do you use?
 - ii. If no, why not?
 - iii. If no, would you be willing to compost food waste if it was easier to do so? Explain.

**TOWN OF EXETER
SUSTAINABILITY ADVISORY COMMITTEE
MEETING MINUTES
1 Oct 25**

Meeting was called to order by Denise at 7:03pm

Members Present: Denise Short, Jim Breeling, Julie Gaunt (alternate), Sarah Koff (alternate)

Staff and Select Board Member Present: Kristen Murphy, Conservation & Sustainability Planner; Dan Chartrand, Select Board Representative

Thank You & Recognition of Jackie Ojala's SAC Service

- Jackie is moving away and can no longer participate in the SAC. The committee wishes her the best and thanks her for her service on the committee over the last several years.

Election of Clerk

- With Jackie's departure, there is a vacancy for committee Clerk. The Clerk's primary responsibility is to take meeting minutes. If necessary, whoever takes the minutes can refer to the meeting recording, which is usually available very soon after meetings conclude.
- Denise opened the floor to volunteers and then asked if Julie would be willing to step in, since Julie has done the minutes a few times already this year. Julie agreed, and Jim volunteered to be available as an alternate in case Julie can't make it to a meeting.
- Jim motioned to promote Julie to Clerk of the SAC and Sarah seconded. Motion passed unanimously.

Public Comments

- No comments from the public

Approval of Prior Meeting Minutes

- Jim motioned to approve the minutes from the 9 Sept 2025 meeting as written, Sarah seconded. Motion passed unanimously.

Voting Member Vacancy (1)

- With Jackie's departure, there is a vacancy for a voting member on the SAC.
- The committee currently has two alternates, Julie and Sarah. Julie joined the SAC as an alternate before Sarah, so it was agreed that Julie would be recommended as a voting member of the SAC. Denise will send the recommendation to the Select Board.

TEAM Fall Equinox Tabling Update

- The event went very well, with some conversations with the public about recycling opportunities in Exeter.
- There was a suggestion jar on the table that received some ideas. Denise shared them via email with the committee prior to the meeting.
- Thank you to Jim and Dan for donating the funds to have the table at the event, and those who were able to man the table.

NHACC Recycling 101 Webinar Update (Julie)

- Julie and Kristen attended a webinar hosted by the NHACC, who brought in a speaker from NH Recycles. The webinar had a lot of useful information and content.
- Kristen will investigate if Exeter is a member of NH Recycles and if not, what the process entails. The nonprofit provides education materials, data, and workshop resources. It also helps towns find collectors for their recycling.
- Some of the material presented could be used for the committee's Earth to Exeter and social media. Ideas should be added to the Google doc.

Earth to Exeter Minute Topic for Oct 10

- Earth to Exeter is the content submitted to the bi-weekly town newsletter (written). Content for the newsletter can be populated from the Google doc. The committee agreed that information about the upcoming Styrofoam collection should go into the October 10th Earth to Exeter.
- The Exeter Biweekly Report (video) is something else the committee can produce content for. When the Styrofoam densifier is installed, video from that installation could be used for the biweekly report.

Sustainable Partner Program Subcommittee Update (Sarah, Julie, Kristen)

- The subcommittee has brainstormed a list of metrics that will hopefully cater to a variety of businesses in town.
- The subcommittee will present the final version to the SAC at the next meeting and then share it with a local business owner to verify the list is ok to use.
- Dan suggested that the team also present the program at an upcoming Chamber of Commerce meeting. The Chamber of Commerce should be able to help publicize the new initiative with local businesses.
- The program is tentatively scheduled to launch in the new year.

October 25th Styrofoam Collection Logistics (Kristen)

- Denise was able to secure a truck donation from U-Haul. Nina will be able to pick up the bags from Gilford. This collection will be the last one before the town's densifier is installed at the end of November.

New Member Outreach

- With Julie's nomination as a voting member, the SAC now has one alternate position open. Dan will keep an eye out for potential candidates to join as an alternate.

Other Business

- According to metrics given during the NHACC webinar, food waste is the #1 waste type that's sent to landfills nationwide. The committee discussed hosting some type of composting/food waste diversion workshop, either in person or online. There is enough money in the budget available for the committee to purchase a few kitchen composting bins for give-away prizes. The committee will discuss ideas at the next meeting.
- There was some discussion about what is in the Capital Improvement Plan (CIP) and Master Plan that could overlap with the SAC's interests. Jim will research the two documents and come back to the next meeting with ideas of things the SAC could engage with or petition to add.

With no additional business, Jim motioned and Sarah seconded to adjourn. Motion passed unanimously.
Adjourned at 8:22pm.

Submitted by,
Julie Gaunt