



**OFFICE OF THE
TOWN ADMINISTRATOR**
Town of Dunstable
Town Hall, 511 Main Street
Dunstable, MA 01827
(978) 649 4514 ext. 242



MEMORANDUM

TO: Departments, Boards, and Committees

FROM: Jason Silva, Town Administrator

CC: Joan Ferrari, Board of Health

DATE: January 6, 2022

RE: Annual "Buy Recycled" Reminder

In recognition of the need to make more efficient use of our natural resources, create markets for the materials collected in recycling programs, reduce solid waste volume and disposal costs, and serve as a model for private and public institutions, the Town of Dunstable is committed to purchasing products which are environmentally preferable, and/or made of recycled materials whenever such products meet the quality requirements and are available at reasonable prices and terms.

To the maximum extent practicable, please purchase printing and writing paper with no less than 20%-30% post-consumer recycled materials, and all contracts for printing please use an imprint identifying the recycled content of the paper along with the recycling symbol, whenever practicable. Please, also, share when you are able to make purchases of recycled products with the Town Administrator's office.

In addition to paper products, please consider recycled materials for the following products: janitorial paper products, paint, remanufactured toner cartridges, office supplies, trash bags, re-refined oil and anti-freeze.

We also ask that you implement paper reduction techniques whenever possible.

Thank you.