(Date)

Dear Management of\_\_\_\_\_\_\_\_\_\_\_,

Recently, the Dobbs Ferry Zero Waste Committee (a part of Sustainable Dobbs), in conjunction with our village officials and the Dobbs Ferry Public Works Department (DPW), launched the DeWaste Dobbs campaign.

This year-long campaign is intended to address the fact that Dobbs Ferry has the lowest recycling rate in all of Westchester County, producing 10 million pounds of trash in a year! More trash and less recycling costs the Village money each year, because while recycling removal is free, there is a hefty tipping fee for trash carting.

As a resident of this building, I have seen evidence of improper recycling and believe that there is some confusion among the residents on what goes where. The residents obviously want to do the right thing, but there is a need to educate our community on proper sorting.

I would like to propose a letter (see attachment) for you to circulate via email to the residents of your building with clear information on how to comply with DPW guidelines on recycling sorting. With your permission, I would also like to improve the signage within the trash area, as well, making recycling rules clearer. I can work with you to provide all the needed signs and to find appropriate locations for hanging.

The DPW staff will soon be enforcing proper recycling and trash collection throughout the village. They will be placing “Oops” stickers when containers are in violation, and those items will not be carted away that day. It will be the building’s responsibility to remove those trash or recycling bins from the street and put them out for proper trash or recycling collection the following week.

It is in all of our best interests to remedy this issue, for our building and many others in Dobbs Ferry.

I look forward to hearing from you soon.

Sincerely,