



SELECTBOARD
TOWN OF WESTHAMPTON
TOWN HALL
1 SOUTH ROAD
WESTHAMPTON, MASSACHUSETTS 01027

RECYCLED PRODUCT PURCHASING POLICY

Whereas, the Town recognizes the need to make more efficient use of our natural resources and create markets for the materials collected in recycling programs; and

Whereas, the Town can support recycling activities by purchasing more products made of recycled materials when such products meet quality requirements and are available at reasonable prices and terms;

NOW, THEREFORE, be it resolved that the Town of Westhampton adopt the following recycled product purchasing policy:

To the maximum extent practicable and consistent with the demands of efficiency and cost effectiveness, all Town employees with purchasing authority shall adhere to the following standards:

1) All purchases of paper products, including but not limited to copy paper, stationery, envelopes, notepads, and file folders, shall meet a minimum of 30% post-consumer recycled content to meet the current state and federal minimum standards.

The decision not to procure recycled content paper products meeting this standard shall be based solely on a determination that the items are not available within a reasonable time period, or that items fail to meet reasonable performance standards, or are only available at an unreasonable price.

2) When purchasing office, custodial, and maintenance products or any other product(s) purchased by a Town employee for Town use, due consideration will be given to purchasing said product(s) in a form containing recycled-content material. Said recycled products must be competitively priced and of comparable quality, performance, and availability.

3) Town employees with purchasing authority shall become familiar with and utilize Massachusetts State Contracts for recycled products and make purchases through the state contract whenever feasible.

RESOLVED this 3rd day of April, 2017.

By the Town of Westhampton Selectboard:

