

**TCSWMO MEETING  
Appleton Town Office  
December 20, 2018**

The following directors were present: John Shepard, Dana Philippi, Elaine Porter, Henry Hall, Peter Beckett Charlotte Henderson and Heather Wyman.

Also present were David Stanley, Facility Manager, and Gail Philippi, Administrative Assistant.

John Shepard, President opened the meeting at 7:08 pm.

**PUBLIC COMMENT:** None.

**NEW BUSINESS:** Peter has had a woman who works for the Library help with the new website tcswmo.com. It is not yet live. We signed up for one year at that domain name. We also have a new computer for Gail.

**MANAGER'S REPORT:** At the last meeting David spoke of our new relationship with Ferreira which was short lived. He is now contracting with Gordon Libby who also **hauls our metal, shingles and demo**. White Oak handled inspections which we still need someone to do. It is hard to find someone who does live bottom trailer repair. White Oak went up in flames a week or two ago and the truck repair building burned among other buildings. For **hauling** we were paying \$485 to Ahlholm, \$500 to Ferreira and \$525 to Libby.

The **backhoe** been winterized, and we received winter blend fuel last week.

Things are going well with the operation in general, we have good **employees**. They feel like they have ownership in having a good financial outcome. Bruce's probationary period is up in January. Jeff is still available to be on call. Jeff can do demo, scales, and is good with customers.

Our **credit card** has a limit of \$600.00 which has become awkward. Using the card gives financial traceability. CNB required personal information on our Board Chair for us to increase the limit and he would be personally liable for any unpaid balances. David went to DBT and will go to BSB. A limit of \$1100 or \$1200 would be more reasonable. Peter Beckett will get back to David with information on where Appleton has their credit card.

We have been selling a lot of rolled **bags** at the Station, each Town has picked up some.

**Preliminary Budget:** Not including the Lincoln County total, the new proposed budget is about \$600 more than last year.

**Trash Tipping** – We began the year with PERC and ended with ecomaine. ecomaine has a change from PERC in tipping fees. Tonnage is almost the same.

**Hauling** – Costs will go up with Libby. Casella has no interest in shipping to ecomaine, so we won't see bills or income from them again. We can bill Casella if they do. We could count their loads under our name to keep our tonnage up. Perc billed us, and we billed Casella. David doesn't expect to ship to Juniper Ridge as they are associated with PERC.

**Demo Tipping** – This went up. Demo goes to Grimmels in Topsham. We shipped more than estimated.

**Hauling** – Will stay the same, loads and cost.

David wants demo, shingles and trash to pay for themselves. We are close on demo, it may need a small fee increase during the year.

**Metal** budgeting is the same. We took in a little more in 2018. We don't charge and do make money on metal.

**Shingles** – We took in less and shipped only one load. David budgeted for two loads this year. We ended up shipping one load as demo because it turned out to have wet sheetrock in the bottom of a load. Shingles get reclaimed, demo doesn't.

David budgeted for a **Fuel Contingency** just in case fuel prices go up significantly.

Lincoln Co. came in with significantly higher number in June, long after we had budgeted for less. It should be 3.51%, in line with the rest of the County.

**Part time help** – Hank left in the beginning of year. Walt, Donald and Bruce are our part time help. Jeff will still fill in when needed. Walt also helps with maintenance. We're paying less overall than we were a year ago even with a wage increase this year. David proposes a 3% increase for all including Administrative Assistant and Manager.

**Health insurance** went up 4% - Walt is the only employee who gets it. We reimburse David for his share of insurance he gets through the school system. We have a **demo bonus** every year if our revenue exceeds the cost of demo hauling. This provides incentive to catch it all. The **clothing allowance** is also a morale booster.

**MMA dues** are the same as Towns, but we receive no legal advice as we are a charter member. David will check into whether we can get legal advice for an additional fee.

**MRC** – Our relationship with them has ended.

We have no **debt service**. The **back hoe** is almost old enough to vote but we will hang in with it.

**Trailer** – Jim Gilligan is willing to help with repairs, he also works for the City of Rockland.

**HHW Day** – We do advertising and encourage participation and we subsidize the event.

**Freon** – At \$15/unit we do alright.

**Fluorescents** – We charge businesses but not private citizens – we want them to bring them in. We get credit for computer cables. Extension cords go in the metal bin.

**CMP** – We have been using the lights in the trash building in winter, David has a quote from Rick Gushee to replace all the sodium vapor lights with LEDs which will cost \$1200. David would like to change the lighting in the recycling building to LED also. He has had positive feedback about the lights in the pit.

**Tidewater Telephone** – We have phone only, no internet.

**Heat** – The heater in the office is on its way out. David would like to replace it with a Rinnai type heater.

**Website** – Peter is working on this.

**Bags** – We've been going through a lot. Last year we bought 112,000. This year David will buy 75,000 rolled only. He calls them "Forever Bags". David increased the order because he would rather not run short, but he also doesn't want to overestimate revenue.

**Signage** – David has four magnetic signs ordered to replace the ones on the recycling bins. The main entrance sign still says the facility closes at 4:30, the gate closes at 4:20. A suggestion was made to change the sign to 4:20.

**Plowing & Sanding** – We will pay Mike Brown extra for sand on demand. \$3,500 is the total for next year.

**Selective logging** - There was a suggestion to have this done on the Tri-County land. David will investigate.

**Trailer** – We put more into the old trailer, but it is a lot less than buying a new trailer and we now have two functional, roadworthy trailers.

We have established four **carry forward (balance) accounts**: backhoe maintenance, live bottom trailer, facility improvement, facility maintenance and repair. The final budget in January will reflect these carry forward balances.

**Small tools & equipment** – David has been upgrading tools for use at the facility.

**Misc.** –e.g. gloves for workers.

**Capital purchase for trailer shed siding & doors.** David will have an amount in January. This will come out of money we already have.

David set aside no **reserve funding or heavy equipment fund**. We were raising money for a new backhoe which is \$100,000 or so at \$5,000/ year. In the past money got pulled out of the reserve funds to reduce the town assessments. We would raise some and borrow the rest. We did pay outright for the new trailer. When Palermo first pulled out, we were uncertain about the future and we didn't pick it up again.

A question was raised about again setting aside money yearly for a new tractor. We have taken very good care of this one. John would like to see \$5,000 set aside each year in the **Heavy Equipment Replacement Fund**. It was suggested to ask advice from the auditor on how to handle this if another town were to leave the organization.

**Baler** - David checked with Belfast. They have a baler and get \$8/ton for what they ship to Dragon Cement. They have the infrastructure. We would need a huge volume of plastic to equal a ton. This doesn't seem viable for us.

**Ecomaine** will come to the station and they offer informational classes at their facility. Peter will email info to Gail who will forward it to the Board.

The next meeting is on January 24<sup>th</sup> at the Liberty at the Town Office.

John Shepard made a motion to adjourn and Charlotte Henderson seconded it at 8:58 pm.

Submitted by, Gail Hansen Philippi, Administrative Assistant