

TCSWMO MEETING MINUTES
Zoom
January 28, 2021

The following directors were present: John Shepard, Thomas Pitzi, Gordon Thebeau, Elaine Porter, Dana Philippi, Norman Casas, Lee Shane, Charles Garrigan, Peter Beckett, and John Fenner. Also present were David Stanley, Facility Manager and Gail Philippi, Administrative Assistant.

John Shepard called the meeting to order at 6:30 pm

SECRETARY'S REPORT: A motion was made by Dana and seconded by Peter to accept the minutes of the October 29, 2020 meeting. Motion carried unanimously.

A motion was made by Peter and seconded by Dana to accept the minutes of the January 7, 2021. Motion carried. Peter noted that he had stated last meeting that unused sick pay is covered by the personnel policy. Motion carried unanimously.

TREASURER'S REPORT: The checking account balance as of today is \$144,013.74, the Reserve Account balance is \$93,570.68 for a total of \$237,584.42. Dana made a motion to accept the Treasurer's report and Don seconded. Motion carried unanimously.

David and Gail will follow up on \$7,000 that according to Peter was also set aside from reserves for the 2020 budget and isn't showing up in the quarterly report.

BOARD REPRESENTATIVE REPORT: Dana asked how many board members go to the station on a regular basis? John S. goes one every couple of weeks, Norman went twice this week and will go again tomorrow.

PUBLIC COMMENT: None. John S. has received no written questions or comments. Norman finds that everything is super deluxe. Dana stated that since 1992 this facility has gone from an idea to a highly functioning facility. John S. it is a work in progress and always making progress.

MANAGER'S REPORT:

Since the January 7, 2021 meeting not much has happened. There were some quality issues with the last shipment of bags, 49800 bags are on their way back to Chicago right now. John S. asked if the company is agreeable with working on this. David said yes, and we deal with a vendor. We have received bags from two vendors, a representative from Windham came to the Station and the bags to be returned were hauled out on Tuesday. The company has already given us credit and free bags due to shipping damage last spring. Other stations have had issues also. We've usually had good quality bags.

David is working on the annual town report letter. This is the report on last year.

The doors of the trailer shed are to be repaired by PDQ door. The issue is the mechanism to raise them. It is the original mechanism, but it's not age it is a design flaw. Portions of the mechanism will be replaced. They've come unspooled for a third time. The doors are fine. We have to be sure that they can be opened once they're shut as we don't want a trailer shut inside.

Copies of the proposed **Final 2021 Budget** were handed out and discussed.

There is a very small margin between revenue and expense on demo. We don't typically make a large profit. David would rather have a larger margin on trash.

Some of the actuals that came in since January 7th increased hauling and revenue totals for last year.

Tipping for demo and trash are \$7000 higher than in the preliminary budget but David increased the revenue by \$7000 as well. We don't know what is going to happen with landfills in the future. We don't

ship with Midcoast anymore, but they used to raise fees mid-year. This year we had a high income on trash and demo. It was an odd year for both, 2020 was a very unpredictable year. David worries about losing volume if we go up too much on the fee. We didn't always break even but do now since David began as Manager. Midcoast charges \$120/ton as do we. We charge \$160/ton on out-of-town demo. Lincoln County is estimated at a 3% increase. David estimated at that amount last year and they came in lower. We don't usually have the amount until later in the spring.

David is putting together a spread sheet for all recyclers. David said that things like the value of cardboard going up doesn't worry him because they take everything.

We spent \$18,843 on bags last year which reflects the fact that they gave us credit. David buys bags based on a volume cutoff. Ordering anything less than 75,000 bags causes the price to go up. We've already used 25,000 bags since Sept. 20 which usually takes longer. David will need to order before next September. The prices have stayed stable. Switching to another vendor may cause a price increase. Tom said that polyethylene prices will go up. Norman said there's no downside to over investing in bags. The crew has put in shelving for the bags and a neighbor will come over with his forklift to help move them. David put \$10,000 in the budget for a rolloff, but the price of steel is going up. We do need one that is of stronger construction, as we get better mileage out of them. Until we get quotes that is the best number. Generator- David has acquired recommendations from customers and will obtain quotes.

John S. stated that we all know that this budget is about a 4% increase.

Dana made a motion to accept the budget as presented, seconded by Norman. Passed unanimously.

Financial procedures – David explained that these reports were reviewed by the auditor and approved. David said that all the languages offered are really available.

John S. is glad to see it spelled out in black and white and said it is a good addition to our policies. David said there is a lot of overlap of responsibility between himself and Gail and a few years ago that did not exist. He has had a lot of conversation with Nissa from the auditors. Note that we both meet separately in person with the auditor. Scale customers always get a receipt. With most other transactions people don't want them. We press them on business customers and when there are large house clean outs.

Charles asked if this would help with contractor bags? David said no. The total isn't broken down. Demo isn't broken down by furniture, mattress, etc. It is numbers rather than items.

John S. stated that we don't need to vote on this because it is what it is.

Dump truck subcommittee – John S. stated that Peter took excellent minutes. Peter explained that they met three times. At the last meeting they decided to only outline options at tonight's meeting, then either set up another meeting in the next month or so or let it go.

Gail requested that Peter send the second meeting minutes again as she didn't receive them and that these meetings should also be posted in all the town offices, not just on the TCSW website.

Peter stated that he is aware that this issue is only for one person and that Tom was pushing for opening it up to others who might be interested.

Peter read down the options from the meeting minutes of January 25.

Dana stated that he didn't think that this should be done at all. Brad Leeman is just creating a stink.

Charles says its only 5 minutes a week.

John S. asked if anyone on the subcommittee has consulted with the DEP. Peter has talked the guy at DEP and he's okay with that. Peter will get his name.

John S. talked with Mike Parker from DEP and got a different answer back in August. He said it didn't make sense. David talked with the same person and Parker said it wasn't okay.

No one on the subcommittee talked with our attorney Roger Therriault. John S. has talked with him and Roger said this is not okay.

John S. wants to know why we should bend over backwards for one person who is not even one of our citizens.

Peter said it depends on how you ask the questions.

Dana said Bradley is also a logger and seems to be pretty agile. Dana sees many disabled vets and wonders how much is Bradley's disability?

John S. says we have a policy manual that does not allow this. David agreed and said that the policy precedes him.

Peter says that Brad's been doing this for 25 years.

Tom says that it is a valid reason to not allow this if it is in the manual. The subcommittee is looking to see if there is a way to do it safely and accommodate it. We also need to talk with the lawyers and take a step back and ask "Why?" We need to get it documented that this is what DEP and DOL say, or we will continue to go in a circle with 3rd party reports.

Peter says this is about customer service.

Norman – stated that we must clarify the actual position of DEP and DOL. David mentioned that there are quality control issues in terms of what we're shipping out. We need to continue to have good QC if we dump directly into the bin. Norman said we need to decide if we are going to change the policy overall or look at it as making a special exception. The subcommittee looked at bunch of ideas. Would we want and, are we actually permitted, to create a special exception? There is more that has to be done to actually answer the questions, this is not necessarily over with. He feels the time was not wasted; it has been interesting but is this something at the present time that we would be doing for one individual. That is where he has trouble. Norman feels that getting pushback from staff and the manager is very informative.

John S. – they have summed it up, he would like written testimony from the attorney, DEP, DOL, and MMA. Is the subcommittee willing to do this? Peter agreed.

Gail spoke as a Liberty resident. She feels that this is customer service for one customer, Brad Leeman. His customers in Liberty, which is the only one of our towns he picks up in, don't care what happens to their trash after he picks it up. They just care that it gets to the station. This sounds like it will cost us money, break rules, and set a precedent.

Norman – what we didn't talk about, is there a possibility that Brad can be assisted in unloading the way others are? John S. said that Brad always has a young helper anyway and last time he only had 17 bags. David verified this.

John S. would like us to vote on proceeding with this once we get more information. He is trying to get a sense of direction here. He is frustrated that we are still dealing with this when we thought it was settled last summer. John S. would like to vote that we get written testimony from our lawyer, DEP and the DOL.

Don has heard about safety concerns but not the cost involved, and we need to have an answer on that before we vote. It's got to be costing us something and it could be sizable.

Charles asked what we show the DEP? Peter said the options presented. Tom said we'd have to get staff involved with procedures. Before we flesh it out, we need to get a yes it would work or not. We may find out that none of this would work and have to start over or punt.

John S. said that *it is* all in how you ask the question.

Norman stated that we need to clarify it for the future, and he would support actual hard data from all the people we need to know about but what in reality is Brad's need. That's the crux of the matter – is it necessary for his business? John S. doesn't know why he of all our haulers needs this.

Norman – his disability should also be documented. Should we provide this service to him as a businessman and not all residential customers? That is a valid question.

John S. would like to move forward. Do we need to have a special meeting between now and April? We don't need to vote tonight as we have a course of action. Thanks to the subcommittee for doing their work.

Charles asked about a survey of the property. David has already reported that anything we have is not complete. David said he can't find a survey at the Knox County Registry of Deeds. He was looking for it in terms of woodlot cutting on the property.

He asked if Charles is thinking about changing traffic flow. Charles said no, he's just looking at the layout and wondering about preventing crisscrossing of foot traffic. He will look at what David has.

Norman said that a thought for another time is would there be a need to have a survey done. John S. suggested we keep it on the back burner.

Charles reported that there was a Planet Money story on NPR about plastics recycling which is worth listening to.

OLD BUSINESS:

The Fourth Quarter Financial reports and the January warrant were previously emailed to Board members and hand delivered to Elaine and Henry.

The next meeting will be on 4/22/2021.

Charles made a motion and Tom seconded that we adjourn at 8:35 pm.

Respectfully submitted, Gail Philippi, Administrative Assistant