

**MEETING
ZOOM
October 29, 2020**

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

John Shepard, President opened the meeting at 6:41 pm.

SECRETARY'S REPORT: A motion was made by Dana to accept the minutes of the July 30, 2020 meeting Peter seconded. Motion carried with corrections.

Peter clarified that the sentence David will meet with Nissa and provide an outline should have ended with "by the next meeting".

TREASURER'S REPORT: The checking account balance as of today is \$164,185.93. The Reserve Account balance is \$93,563.62. Norman made a motion to accept the Treasurer's report and Tom seconded. Motion carried.

BOARD REPRESENTATIVE REPORT: David went to a public hearing in Somerville a week ago to discuss the 11/3 vote on the ILA. Their Selectmen are recommending passage of it. They are the last of our five towns to vote.

Dana reported that the Searsmont dumpster he mentioned at the last meeting had a 20% increase \$52 – \$63. Charlotte had a lengthy call with former board member Reggie Burns, Norman has spoken with him as well and the feeling is that he needs to attend a meeting and state his case as this is not a new complaint. His concern is about the manager's hours and worker's pay. John Shepard was speaking with a Union resident who didn't know where the green bags go when they leave the Station. John realized that there is nothing on our website about ecomaine and where the trash goes. It would be important for people to have a basic understanding. John asked Peter to add it to the website. David will put signs up. David thinks that there's been a lot of publicity about Fiberright's problems and people think it all goes in a landfill. He has referred many people to the BDN article.

PUBLIC COMMENT: None. Charlotte has a question about which newspaper is the daily newspaper of choice for most of us? BDN, Village Soup, Kennebec Journal. Gail thanked Charlotte for her nice report in her Village Soup, Town of Washington column.

NEW BUSINESS:

Manager's Facility Report:

David has been seeing a relatively stable volume, especially for the end of October. There has been an unexpected number of new customers. There are a lot of out of state plates still. We have a handout to give them. David believes that some of the appeal of dumpsters is fading with the increased costs. Usually trash is higher but last week demo and trash were a similar amount.

Walt has a shoulder issue which is not work related. David had a couple extra workers on and is most aware that COVID is making its way around Knox County. Don Hannan's daughter is in the Union school so he's staying home until testing results are known. They are avoiding getting the Station quarantined. David is not running the free sections as it encourages unnecessary handling of materials.

They have been doing **repairs:** rails to the demo cans making it safer for the drivers to tarp, the metal rolloff is in need of repairs. Don Bowman is looking into fabricating cans. The last ones were made by BM Clark quite some time ago. David is very interested in pricing them and retiring one of the cans. Peter wants to put them into our spreadsheet of reserve funding. We do have a smaller 40 yd smaller can to rotate in when one

goes for repairs. David would support setting aside \$2000/ year.

David is no longer driving school bus. Impact on our budget is that he's now getting health insurance through TCSW. TCSW pays 80% and employees pay 20%. With employees being out he's spending a lot more time at the Station.

New trailer: We had talked about having the old trailer up for bid and sold by this meeting. We were delayed in having an eye welded on the top and it is being done this week. Don Bowman's son is making one. David has two parties interested in buying the old trailer which will go out to bid.

We purchased 75,000 bags. Some pallets were damaged in shipment. David took pictures and the bag company representative came and did some negotiations. The price was reduced \$622.92 as they didn't want the bags back. Our net cost was \$18,843.33. David could have ordered more bags, but the issue is storage. Across Route 17 is a warehouse and they move the pallets of bags with a forklift when necessary. Last time David ordered 75,000. We are now ordering rolled bags in bundles of five. Our inventory is 125,000 bags which will last 14 months.

Ed Blake has resumed with cutting the woodlot. He is doing it when he can't get on other woodlots, Nolan Steele is still active in the process of monitoring the work. We have yet to receive a bill from Steele though he knows he can bill us and the budget line is there.

We are doing ok with expenses and revenue for both demo and trash. David is seeing an "Archeological Dig Syndrome" as people staying home are cleaning out. Some challenging stuff is showing up. Metal sales been strong, which is found revenue.

David applied for and was awarded an **Ed McDonald safety grant** which pays for 50% of our purchase. He is purchasing bright, warm clothes for the crew, ordered through Northern Tool, which is a good product and free shipping. U-Line has phenomenal shipping fees, and the price is not better.

Safety awareness: We have installed new guards on the glass grinders and have called the Interstate to service the fire extinguishers. We are also putting an extinguishers in the trailer shed.

John wonders how to prepare for the **coming COVID spike** and asked do we need to shut down the recycling bins. David said they don't go out of their way to go through and handle recyclables. Lincoln County is still taking corrugated, maybe for financial reasons? They are going through a lot of paper towels and sanitizer. Some Marine patrol officers came in and they defined social distancing as being able to put a cow between two people. Peter wondered why no one was wearing masks. David said you find yourself reducing distancing when people with masks tend to get closer to you. Norman wondered about screens and it bothers him that people who come in are incredibly casual. The crew are not wearing masks at this point and focus more on distancing. Tom asked about points of contact, David said they don't go close to vehicles, and taking money for bags is one of the closer things. Charles said because you're outside people don't feel it's a challenge. Don commented on the different types of masks and shields. Dana noted that masks trap air going in and out.

John is concerned about Walt's shoulder and his prognosis. David said he's improving and been to the chiropractor twice. He was injured while working in Windsor. He can run the scales and there is a lot he can do. Kevin still fills in on Saturdays.

Recap on **Bradley Leeman situation** of the summer. As of now Mr. Leeman's lawyer spoke to David and John has spoken to our lawyer who felt that as long as we have this spelled this out in our policy manual and our insurance company requires this, we are all set. Mr. Leeman's lawyer, Patrick Mellor, realized that there wasn't a case and was going to write to Brad. If we didn't hear back, then it was settled. John stated that this was a stress test for our policies. It was unfortunate but the policies were clear. David noted that Brad still comes into the station and sometimes still speaks to them.

Charles clarified that Brad Leeman has a dump truck, wants to back in and dump inside building, and our insurance company says "no"? David explained that there is a distance ruling if there is more than a 4' drop, and we are more than that. David stated that Brad Leeman threatened to sue us if he ever fell. David said that if the bin is full, one can't dump and get it all in without it falling down the outside. When we used to keep the gates open, there was a big problem with DEP and we've been written up by them for trash on the floor

down below. David said that Brad loads his truck by hand so can unload by hand. Everyone else unloads by hand, no questions asked. Brad is an out of town resident hauling out of Liberty only. They crew can direct people to back right up to the gate. David said demo bins are rarely completely empty. There is no way around it and the demo bins get used far less. We had the gates moved closer to the pit. Dana wondered if he is the last one with a dump body and going to retire soon, is this worth the cost? David said Brad has come in recently with a younger helper and Brad is the one up on top of the load. Demo bins rules are written up a different way. The gates are similar, the demo bin has two gates with a chain (there was not one when he started there) and the staff manages the gates. They dump when there are large loads of shingles. The trash building has a lot of people traffic. Dana commented that there's a physical difference between trash and demo with no retaining wall and demo doesn't attract rats. DEP does look at what's below the demo bin too, and stuff does blow out. Peter thinks we should clarify the manual to say that the demo gates can be opened when necessary. David has to meet with DEP on some other issues and he will check with them on this. Peter asked about the scales not being mentioned in the manual.

John has a conversation to open with the board. The Treasurer's position is nominal, and we have to have one. Long ago the Board decided to hire an Administrative Assistant to handle all the work. It would take time to get a volunteer board member up to speed for a short time. Now, in Peter we have a numbers guy who wants to be more involved. John is concerned about Peter assuming more responsibility now and what happens next year if there is a different Treasurer? This is difficult for Gail who is the paid Administrative Assistant. If we did enhance the Treasurers role, we'd have to rewrite the ILA and would need a big commitment from a Treasurer. He put it out to the Board is it worth it?

Peter said he is not trying to take away from Gail. He wants to do what done in the past, to understand the total picture, so we all understand. He would like to see procedures for the Treasurer for how we manage finances. He wants to understand how everything runs, and not have it be just the auditor.

[To the Board – I am adding the part of my statement that I read during the meeting. As I was speaking, I wasn't typing. I did not read all of my statement and I don't think I have included anything below that I did not read. I have condensed the paragraphs from what was in my original document.]

Gail stated: I was interviewed for this job. I was hired to work with the paid Manager & the Board President and to attend 5 Board meetings a year. I was not hired to answer to any specific Board member or attendant at the Station. I am paid. I am insured.

We already have transparent systems in place for oversight: Monthly Warrant, Quarterly Reports, Annual professional Audit.

The Treasurer is a volunteer Board member first. Board members are appointed (self-appointed if a Selectboard member). There are no qualifications to be a Board member. Volunteer Board members can be gone in a year. (Having non-Selectboard members possibly reduces the likelihood of this.)

The Treasurer does not direct the Administrative Assistant. That direction comes from working with the paid Station Manager and the Board President.

My position is not a job to be shared and making a job out of someone's volunteer position is counterproductive. Someone having "tremendous energy and time" and "enthusiasm and interest" still does not make my job one to play with. It adds time to my job looking up info and writing emails. This is spending my time unwisely as I do that work for the Station Manager when doing Quarterly Reports and the Annual Budget.

Some of the questions being asked are not just about procedures, but specific info about systems and services that have been in place successfully (for example, \$50/ month phone bill).

This does not feel like getting clarification on how things are or improving systems. It does feel instead like lack of trust. It does feel like a plan to fix things, even before understanding how it works or if it works. It does not feel like help but a search for things that are wrong.

We had a relatively swift turnover from experienced to brand new Board members. A lot of historical knowledge was lost in a short time and information that would have been absorbed slowly and from one's fellow Town Board members often did not happen as it used to.

The discussion between Board members continued below.

John needs advice from other Board members, and people who've been on other boards, he believes that the position of the Treasurer needs to be decided, Dana spoke about other Boards he's been on and John sees it as a work in progress.

Peter says the auditor works for the Board. Most boards have meetings with the auditor. Gail does great a job. John doesn't want to design a Treasurer's role around Peter. Peter asked are we leaving it status quo and John said no. Charlotte suggested having Board members talk with people they know on other boards. David does go over this information and does provide all the numbers needed when he gives his Manager's Report.

Tom noted that part of the confusion is that the board member is a Treasurer in name only. Why go to the trouble? Call Gail the Treasurer instead of the Administrative Assistant. As long as we have one assigned, we should address whether are we looking at this correctly. John should talk to our attorney.

Norman commented that one thing he is getting is the necessity, as Peter is pointing out, that anyone of us could be dead tomorrow. The more on paper info we can have about the responsibilities, the better off we'll be. The most important thing is simply establishing the written of how the organization works. He has the greatest admiration for all.

David already committed to making this happen with Nissa and Gail.

OLD BUSINESS:

The Third Quarter financial reports and the October Warrant were mailed to Board members last week. The next meeting is to discuss the preliminary budget which is voted on in January.

The next meeting is on January 7th in Appleton.
January 28th is in Liberty

Norman made a motion and Dana seconded to adjourn at 8:34 pm.

Submitted by Gail Philippi, Administrative Assistant