

TCSWMO MEETING

ZOOM

January 7, 2021

The following directors were present: John Shepard, Norman Casas, Dana Philippi, Elaine Porter, Charlotte Henderson, Don Thebeau, Peter Beckett, Charles Garrigan and John Fenner.

Also present were, David Stanley, Facility Manager, and Gail Philippi, Administrative Assistant, and guest Jessica Bickis of Appleton

John Shepard, President opened the meeting at 6:34 pm.

PUBLIC COMMENT: John Shepard reported that he will be speaking with Christine Simmons from the Courier Gazette in Rockland tomorrow as she is attending another meeting and is unable to attend our meeting tonight. Charlotte wants to report on David's story about completely taking apart a 26' camper trailer full of trash. The crew came in on a Sunday, took it apart and put all the parts in the appropriate places. John reminded the Board that there are no previous meeting minutes to review tonight as this is the Preliminary Budget meeting.

BOARD REPRESENTATIVES REPORT: Peter made a motion to establish a subcommittee to look into ways to allow dump trucks to use the transfer station safely. Charles seconded.

Peter reported that Brad Leeman brings in \$5,000 of bags a year. There is a pent-up demand for this. Dana stated that this is a dead horse and we've discussed this ad nauseum. Mr. Leeman came to the Liberty Town Office and the Liberty Selectboard told him that they are not responsible for this. Gordon stated that we went through this a year or so ago and we've already discussed this. The big hang up is the safety gate, with people in there we can't use dump trucks. We used to dump on the floor and use front end loader to push it in which is no longer feasible. OSHA and DEP do not allow it. Dana asked if Peter is talking about Sunday when we've voted to be closed, he feels that this is not a good idea. Dana said Mr. Leeman will run with it and already is. John stated that we already have an established policy stating that we cannot do this. Both attorneys agreed we'd be making ourselves vulnerable. If we form a subcommittee, we are setting ourselves up for problems. Tom clarified that this proposal is about using dump trucks in a different way and what would it take to modify our procedures. Charlotte agrees with the way Tom put it. She said we should look into it without changing anything. Norman would serve on a committee and there needs to be some way to accommodate citizens who are not now using the facility. He has concerns about loss of certain business. John called for a vote: Dana – no, Tom – yes, Norman – yes, Don – yes, Charlotte – yes, Charles – yes, Peter – yes, John S – no. The motion passes 6-2.

Volunteers for the subcommittee are Charles, Tom, Norman, Peter, and Don. Peter would like David on the committee as it is important to have his perspective before them. David will interact with the committee as a consultant. Peter would like to set something up within the next seven days.

Other concerns: Norman has been thinking about communication with one of the Washington selectpersons regarding the dumping situation and Norman referred him to Charlotte and John. Charlotte sent out an email saying that 1st Selectman Wes Daniels didn't really want to deal with Bradley's letter and that it isn't Selectboard business, the TCSW Board needs to deal with it. Charlotte feels that Selectboard members have enough on their plate already. John stated that the Union Selectboard had the same response, it is beyond the purview of the board.

Preliminary Budget:

David – This represents the best numbers we have as of tonight, it will be final at meeting on the 28th. There will be one more deposit and bills will show up.

Tippling trash – ecomaine – there is the potential of ecomaine upping their tipping fee at the end of June or beginning of July.

Tippling demo – Libby's - A very high amount was hauled; people are housebound and doing "archeological digging". David is cautious about replicating 2020 demo amounts.

Hauling demo – Libby charges by the hour, not just weight or per load.

Metal – David went up on loads. They charge by the hour.

Shingles – We are not accepting as of now.

Lincoln County – David estimated a 3% increase. They never have a number for us this early.

Wages – David budgeted 4% across the board. COLA might be less. Minimum wage is now \$12.15 and places in town are paying more, so we need to keep up.

There are several employees listed for one position which they share, both are part time. Terri only works on Saturday, David and Kevin provide for 3 employees for all 4 days, Kevin works Tuesday and Wednesday as needed and as available. Walt works 4 days and Donald works 3 days. Twice during the year David lost two people for a period of time due to COVID exposure. David doesn't want to spread the pool too thin and is keeping us covered. John asked about budgeting for vacation time. David said it is later in the budget. Norman said David is keeping good help and we need to pay for them.

MMA dues have been the same for quite a while.

David doesn't expect revenue to run away again. We need to have recycling and demo pay for itself.

Tippling ecomaine – David needs to make sure we have enough and doesn't want to go under 75,000 in case we get a lot of trash or if hauling fees go up. The 2020 actual went down because they have packed the trailers very full in the summer which we can't do as much in freezing weather. We pay the same for each load regardless of weight. There are also a limited number of people willing to haul live bottom trailers.

We're not shipping **shingles** now, but David left the line in just in case. It is hard to get clean shingles.

Moving trailers – we need to pay to do this for inspections and repairs. We also need to pay to move cans.

Fuel contingency – We always keep this in just in case. A few years ago, Ahlholm charged this when diesel costs were high.

HHW Day – We did 52% over the previous year. We charge customers \$10 and EPI charges us \$15 per unit. EPI has indicated that there will be a rate increase this year.

Freon removal – Sometimes there is a lag between when we receive money and when they can come. They can only come if the temperature is over 50 degrees. We receive \$15 per unit from customers.

Fluorescent tubes – We pay to recycle them according to DEP guidelines. We charge commercial customers by the foot. We don't charge residential customers and David doesn't want them broken up to avoid the fee.

Pay – Vacation pay is built into the part time help line. All employees get it based on days/week worked and after so many years. If they actually take the time, we have to have a sub come in. The jump in pay is due to the fact that David is using an extra person to have a third person available.

FICA/WC – These are estimates at this point.

Health insurance – Walt and David now get health insurance through Maine Municipal. The increase is because David went off the Jefferson School Dept. insurance when he stopped bus driving.

General liability insurance – \$7500 is realistic.

CMP – This went down, even though they are keeping scale house open. They insulated it and have new heaters.

Phone – This always stays pretty much the same.

Heat –Propane.

Website – David is using same the number.

Office supplies – there is no internet at the Station.

Printing & Advertising – Ads were for personnel; David has kept it the same.

Bags – We spent \$18,843, which usually gives us thirteen months of bags. David is pursuing a new vendor as there have been quality issues the last couple of years. David will talk with Tom re plastic.

Signs – David is having new signs made for the milk jug sign and is allowing for a couple others.

Employee Education/mileage – David left this line in and has discussed educational opportunities with DEP.

Plowing & Sanding – Chris okay with \$3,600 and David allowed for the possibility of needing extra sand.

Legal & Professional – we used these services more this year (ILA). All towns voted for the two warrant articles at their Town Meetings.

Mowing – We are doing more mowing on the leach field, etc. and keeping the Station looking nicer. We will also have some trees cut down near the entrance which shade the road and keep it icy.

Diesel Backhoe – This cost is staying pretty stable though inching up.

Maintenance –

Backhoe maintenance – [This is one of four Carry Forward accounts. \$156] The crew is keeping the New Holland alive. It needs new tires which will cost a couple thousand dollars.

Live Bottom trailer – this amount dropped; we have a healthy carry forward amount. The old Steco trailer has been sold for \$5,000. There will be no major repairs.

Maint & repair – general – \$5,000 (\$2562 carry forward)

Paint, metal & Improvements – David put some numbers as estimates for some projects coming up. We will have enough.

Generator – We seem to be losing power more often. Donnie brought in his generator for heat in the office only. There was no lighting and no scales. David put this under capital purchase. It would be funded from the Reserve Account. One problem is the power is on two meters and he needs to find out how to power both. The scale house is separate and that's where he needs the most stable voltage. David priced generators and will get multiple quotes. There are some schools of thought on what we need for wattage and will get advice from the professionals. This will be a propane fueled auto startup generator.

Blue rolloff can – This one is getting tender, Donnie Bowman be providing an estimate to replace it with something more substantial.

Reserve Funding – This is same as last year. David would like to keep setting aside money every year. This will come out of the Reserve Funds for a total of \$43,000 with this, the generator and the rolloff can.

Bags – There were lots of sales, but they may not stay that high. Bag volume and weight fluctuate a lot.

Union Fair – They don't know if it's going to happen this year.

Demo – went up \$10,000 from last year, we don't know what construction will be like this year.

HHW – David budgeted \$1900 which doesn't cost as much if people don't show up though we don't get the revenue either.

White goods – Appliances don't seem to last as long as they used to.

Metals – The price per ton went up dramatically, they've packed the loads full and they had been going every ten days. Right now, it's been three weeks on one can. Tin cans cannot go in the metal and David explained that Grimmel won't take them. They only go in if they are large, dirty cans which Lincoln County won't take.

Interest – We won't see same amount again; a lot was from the CD which we closed.

Electronics – Some items can no longer be recycled for free. Packaging regulations are becoming a bit more stringent. Computer component other than monitors are taken for free. We charge for monitors and TVs.

Revenue – The woodlot income is like found money. It will probably be less in 2021. The easy stuff has been harvested. It will take more maneuvering for the rest. It looks very nice in there. The loggers are working off the Stone Road and will be working more within the proximity of the station, when it is closed.

Last page Assessments – The overall impact of the budget is an average 4% increase from 2020. The Town of Union number is accurate from Jim Murphy. The **Union tax non-assessment** is \$8437. The **Lincoln Co. Assessment** is \$25,815, estimated at a 3% increase.

Trash & demo are self-funding.

Misc. – This includes the crew's yellow jackets acquired through an MMA safety grant.

Woodlot – This is carryforward account in case we need it, we don't need to raise any money this year. Nolan

Steele, the forester, is still overseeing the project but has yet to bill us.

Sick Pay – David has a concern about sick pay that gets reset every year. If someone gets sick in January, they won't have any time accrued. David would like to make sure we roll over unused sick pay. Peter stated that unused sick pay is covered by the personnel policy.

Bonus - David explained that if we break even on demo or the revenue covers the expense, the crew gets a flat bonus. It is not based on how much we take in. This is now paid in December.

John stated that we need to feel comfortable with this budget and that we can support it in our towns. This is a reasonable increase overall and he can defend that.

There was a discussion about employees receiving a 4% increase and why is David getting the same amount? David answered that he budgeted 4% across the board. According to the Personnel Policy a salaried employee is allowed sick and vacation time and David has taken only two days vacations since he became Manager. John stated that salary is salary and David could take vacation as long as the station is covered. He doesn't get a lump sum. John is okay with 4% across the board. He noted that MCSW was offering \$75,000 when looking for a new manager.

Norman says go with the 4% now and revisit the subject of unused vacation time. Charlotte agrees with this suggestion and we can talk about it next year. Tom noted that raises are bouncing around in the industry. Norman stated that no matter size of budget, one person is responsible, and the salary should be commensurate with what he's putting together and getting.

Norman – This is a great budget and a great meeting.

David – There will be some minor adjustments by the January 28th meeting.

The next meeting is on January 28th.

Peter made a motion to adjourn and Norman seconded it at 8:29 pm.

Submitted by, Gail Hansen Philippi, Administrative Assistant