



TOWN OF READFIELD – Town Manager

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To: Solid Waste and Recycling Committee
From: Eric Dyer, Town Manager
Date: July 13, 2022
Subject: Fourth Quarter Operational and Financial Update

The following points summarize Transfer Station operations during the period from April 1, 2022 through June 30, 2022.

Operations:

Facility and Equipment

- The break room was relocated to the MSW compactor / office building to allow for the swap shop to occupy that space. The MSW compactor / office building is in a greatly improved condition as a result of the work done.
- Completed facility improvements include
 - Concrete repair of the curbing in front of most of the bins and hoppers.
 - The fabrication and installation of metal gates for the Demo cans to ensure safety compliance and additional railing.
- Facility improvements still in queue include:
 - Installation of underground electric to the Attendant Booth and the permanent attachment of that building to the ground - it is on blocks currently.
 - Repair of underground electric to the e-waste container and extension of underground service to the white goods area where a new utility pole and area lighting will be installed. This will cover the brush, organics and white goods areas
- Since the new low-flow toilet was installed we've had no issues with the septic tank needing to be pumped, so the leaky toilet appears to have been the issue.
- We had no major equipment issues during the quarter.

Personnel

- We were partially staffed in the Transfer Station and in the Maintenance Department during the quarter. We had hired a part-time backup staff person who resigned early in April who was replaced about a month later. We had several extended sick day runs but everyone worked to cover the gaps. We are essentially back to full staffing but will see some coverage needs during the first quarter of the new fiscal year..
- During the month of June staff at the Transfer Station were subjected to disrespect and harassment by Bob Bittar, who repeatedly violated policies, created safety hazards, and refused to follow staff direction. I want to thank them, and particularly Karen Peterson, for their patience.

Programming and Policy

- The electronic payment system is being used regularly and the bulk of the accounting issues and other nuances have been addressed.
- The Swap Shop opened in the first week of May and was quickly back in operation. The layout and shelving have helped with organization and the ability of staff to better regulate

what shows up in the building has resulted in better quality items for re-use, and simply less junk. We have had a few volunteers interested in helping out.

- We may want to revisit the fee schedule as we have made several informal changes over the past several years and the cost of disposal changed with the end of the quarter

Tipping and Hauling

- In June the Readfield Select Board renewed our tipping and hauling agreement with Waste Management for a five-year term. We saw cost increases with the contract similar to what we are seeing in other areas of the economy.

Finances:

In aggregate the Transfer Station budget was close, but we did see significant overages in a few areas. Fortunately we had offsetting revenues and ended up with a \$20,760 “surplus” for the department. We may still have a few outstanding expenses but nothing that will reduce that positive balance to a deficit.

Operating Revenues

- Revenues ended ahead of budget estimates by over \$37,000, due in large part to the \$20,000 in grant funds we received for our organics program.
- Recycling prices are strong and providing “reliable” but modest income.
- Payments by partner towns are current and actually show as being ahead for the YTD due to when payments were received at the start of the year.
- Fee collections ended just under budget estimates.
- Metal revenue is well above estimates and nearly doubled our budget estimate.

Operating Expenses

- Expenses for the year ended at 105 % or \$16,748 over budget.
- MSW tipping and hauling both came in well over budget. These overages were partially offset by the lack of SSR tipping. I am concerned about these costs next year.
- Equipment O & M was nearly fully expended at 97%.
- The building O & M lines were significantly over budget but the facility is better off for the repairs and they did not rise to the level of capital expenditures.
- Backhoe expenses also ended just over budget.

Fiscal Year 23 Budget

- The FY23 Budget is complete and was previously reported to member towns.
- An additional \$15,000 in capital expenditures and offsetting use of the capital reserves were included to accomplish much of the work identified in the operations section of this report.
- Wage increases provided as premium pay through ARPA funds become permanent as of July 1.