

Solid Waste and Recycling Committee (SWRC) Minutes
Wednesday, January 12, 2022
5:30 to 6:50PM at the Readfield Town Office and via Zoom

Eric Dyer is inviting you to a scheduled Zoom meeting.

<https://us02web.zoom.us/j/88197421195?pwd=bVF6UUFNWt6MDFQeG5NR2xBZlhrQT09>
Meeting ID: 881 9742 1195

Roll Call and Determination of Quorum

Present: Committee members: Amy Black, Aaron Chrostowsky, Eric Dyer, Kellie Hess, Karen Peterson, Nate Rudy, Kathryn Mills Woodsum, Al Parks

Public: No others present

Accept Minutes from October 13, 2021

- Motion by: Al Parks; Second by: Karen Peterson, **Vote: Unanimous**

Readfield Transfer Station Manager Report: Eric gave the following report:

Facility & Equipment

- There was an equipment failure on Dec 24th due to Troiano hitting the compactor.
- Two doors on storage and restroom were replaced.
- Investigating fabrication and installation of metal gates.

Personnel

- There have been struggles due to illness.
- Have recently hired for maintenance.

Operations

- Transitioned from large dump body for food waste container to a smaller mobile one.
- The swap shop remains closed. COVID prevalence will dictate reopening.
- New electronic payment system installed in Qtr 2. The rollout has been delayed due to bugs identified that still need to be resolved.
- Tipping and Hauling – Troiano has been difficult to deal with; they can be unreliable at times and communication challenges. Will be doing a tipping and hauling RFP in Q3.
- Three Hauler permits issued.

Quarterly financial review: October – December 2021

Operating revenues

- Recycling has rebounded and the transfer station is getting paid for recyclable materials rather than paying tipping fees.
- Revenues are on track.
- Payments from partner towns are current.
- Metal is well above estimates. Over 100% halfway through the year.

Operating Expenses

- Expenses for the first 2 Qtrs are just under 50%.
- Wages were increased for all full-time hourly Readfield employees due to availability of ARPA funds.
- Building O & M lines will be used more in second half of the year.
- Backhoe expenses are less than budgeted.

Members of the public may address the SWRC on issues pertinent to the agenda.

- No members present.

Unfinished Business

Electronic payments at the Transfer Station

- Still working out bugs with electronic payments.
- Looking for a template where processing fees are absorbed by customers instead of the municipality.
- Fee schedule should be visible to folks coming to the transfer station as well as any transaction minimums so folks can know about fees up front.

Composting update including meeting grant requirements

- Food composting is going well.
- Have gone to a smaller bin because it works better for the transfer station. It makes it better to churn it.
- Mark King from DEP did a seminar at the Readfield library, and folks have more composting bins to take home.
- Will deliver more household bins to Wayne and Fayette.
- There is a requirement to do reporting to two different entities. The Mitchell Center and DEP.
- Kellie volunteered to do some outreach for composting at the Wayne library. She will connect with Aaron.

HHHW event 2022 update including possible collection event

- Talked about Mt Vernon and Vienna to join HHHW event in 2022.
- There has not been any correspondence with KVCOG about this event yet. Eric will make contact.
- Having Belgrade last year went well; will include them for 2022..
- Sunday was better for traffic flow.
- Having time slots worked well; 6 per 15 minutes from each town.
- Billing based on forms at collection site; tick sheet as stuff comes out of vehicles.

Future of Swap Shop

- Right now the Swap Shop is closed.
- Possible grant through DEP?
- Hard to manage properly at the moment; needs some dedicated volunteers.
- Girl Scouts or Boy Scouts for service badges or high school students to get community service.
- It would be more cost effective to use space that we currently have.
- Important for space to be well lite, organized, and have good signage.
- Give staff the ability to say that the shop is full and/or can't take an item. Can we get the shop up and going by May 1st?
- Kellie & Kathryn will work with Karen to look at May 1st.

New business

FY 2022 budget information

- Administrative changes are expected.
- Labor costs and insurance will show a sizable increase; will have some offsetting revenue.
- Utilities increases expected.

- Contract Services – tipping and hauling services expected to have increases. RFP will give better idea of costs.
- Equipment maintenance – small changes.
- Building O & M, few changes, no big changes expected.
- Hoping to finish spending project funds this year, and just have a maintenance budget for next year. Overall, there is an expectation for about a 3% increase or approximately \$10,260.
- Aaron is interested in a bulky expense line item. Possibly an “at cost” and expense the individual towns directly. Ex. Tires.

Capital projects update

- There was reference to a document from January 2020 that had a schedule for replacement of various capital items.
- Capital needs include:
 - roof replacement, cover for backhoe, roof system over hopper.
- Do we want to wait on these projects or do them sooner? Is there interest in doing a bond?
- Must look carefully at interlocal agreements beforehand.
- A 10-year bond would be better to smooth out expenses.

Next Meeting

February 9th 5:30 – 6:30 to discuss input on budget.

Reminders

Reminder that we meet on the second Wednesday of a month now.

Future Meetings

Next Agenda Items

Wednesday April 13, 2022 at Readfield Town Office

- Composting update
- Electronic Payments update
- Carry over to a future date a discussion on holding composting events and school visit arrangements with Liza Bitterman from ecomaine, due to Covid-19 pandemic.
- Other

Wednesday July 13, 2022 at Readfield Town Office

- Composting update
- Other

Adjourned at 7PM.

Respectfully submitted by Amy Black.

Approved on 2-16-22.