

## **Solid Waste and Recycling Committee (SWRC)**

### **Minutes**

**Wednesday, October 12, 2022**

**5:30 pm – 7:00 pm at the Ladd Recreation Center, Wayne**

**Attending:** Kathryn Woodsum, Eric Dyer, Aaron Chrostowsky, Karen Peterson, Kellie Hess, Brent St. Clair, Mike Carlson

**Guest:** Mark King

#### **1. Roll call and determination of quorum**

#### **2. Review of minutes from July 13, 2022**

There was a motion to accept the minutes as written. **Motion made by:** Kellie Hess **Seconded by:** Kathryn Woodsum **Vote:** Unanimous

#### **3. Oral and written communications**

##### **Transfer Station Manager Report – Eric Dyer & Karen Peterson**

Eric included a financial report in the packet to committee members. It has been a quiet quarter. There were no facility or equipment issues. A new solid stainless-steel ladder was recently purchased; OSHA approved.

**Lighting changes** – Kathryn asked if there will there by lighting upgrades before daylight savings. Eric made a note to prioritize the upgrades to lighting.

**Personnel** – There were a couple unexpected absences last quarter. Shortfalls were covered by maintenance employees who would cover so operations could continue. There is a need to have a dedicated staff member during the summer. There is a suggestion to have a FT seasonal employee. Currently the transfer station is paying a premium for the extra coverage. Eric will be adding this position to the budget.

**Program and policy** – The electronic payment system is popular. There have been several challenges with hanging balances at the end of the day requiring more investigation to clear. The reason for this is unknown.

**Swap Shop** – The Swap Shop has been used lightly, with higher quality items. Aaron knows of someone who may want to volunteer. He will provide contact information to Karen.

**Policies** – Some fees may need to be reviewed and adjusted.

**Tipping & Hauling** – Costs have been increasing.

**Recycling** – There were healthy returns last year, but higher costs this year. These higher costs were not budgeted.

**Finances** – Eric reported revenues are approximately 27.3% of budget YTD and 24.2% for expenses. There has been no recycling revenue yet this year. Payments by partner towns have been made. Fee collections are at 29% of budget. Metal revenues are up. Wages are at 31% and are over budget at this time of year. This is influenced by having to utilize maintenance staff.

#### **4. Members of the public comments –None.**

#### **5. Unfinished Business**

##### **Composting update**

Mark King joined the meeting to discuss composting. There was discussion about ways to increase individual composting. Mark has an AmeriCorps volunteer who is very enthusiastic. She may be able to get involved with the green team at the high school getting folks interested in the home composting

bins. Mark's AmeriCorps volunteer is also interested in helping to develop curriculum to help folks learn about the advantages of composting.

Eric recently had a meeting with a teacher at the high school to try to get something going through the three elementary schools. Eric talked a lot with her about having a sustainable program.

Mark will get in touch with Karen and Eric to discuss further ideas.

**Household Hazardous Waste** – Bills have gone out and have been paid by the towns. Belgrade and Mount Vernon participated this past summer. Next year there is a plan to ask Vienna. Having additional towns involved helps to spread out fixed costs.

**Sign for Transfer Station** – Karen will give an update at next meeting.

## **6. New Business**

**Fee Schedule** – Eric provided a new proposed fee schedule. Fees have not changed since 2016. A 10-15% increase will bring more revenue in and reflect the higher costs that the transfer station is experiencing from vendors. The new fee schedule is more straight forward. The recommendation is to implement the new schedule January 1<sup>st</sup>. Eric and Karen will write up something to provide to town managers so that notice can be sent out to residents in advance of the proposed January 1<sup>st</sup> implementation date.

## **FY 2024 Budget**

It is expected that the transfer station will see increased expenses and decreased revenues. This may have a tax implication to the three towns. There may be some fee increases, but those can't be the only means to make up the difference. It is estimated that towns should plan for a 10% increase when doing next year's budget projections. The share to each town is based on each town's state valuation.

## **Capital Projects and Maintenance Plan**

The capital reserve fund is limited. There is approximately \$40,000.

Several priorities include:

- A canopy over containers. This would reduce water weight which increases costs, provide better traction to vendors in winter months due to surface ice and reduce equipment breakage.
- Provide a shelter for the backhoe.
- Paving & signage.

For the next meeting Eric is planning to have a plan for the backhoe shelter and other regular maintenance items. Due to higher interest rates, there is a suggestion to consider bonding when planning and designing financing of capital improvements.

Respectfully submitted by Amy Black