

Solid Waste and Recycling Committee (SWRC) Minutes
Wednesday, January 15, 2020
5:32 to 7 pm at Readfield Town Office

Attending: Lacy Badeau, Kellie Hess, Bob Weimont, Kim King, Amy Black, Eric Dyer, Kathryn Mills Woodsum.

- a. Roll call and determination of quorum
- b. Review of minutes from October 16, 2019. Motion Bob, second Amy. Approved
- c. Oral and written communications.
 - a. Readfield Transfer Station Manager report
 - i. General operations: In general things are going well.
 1. The Saturday after Christmas the station closed at 2pm due to overflow. We were closed Wednesday for Christmas, snowed on Friday and lots of folks came on Saturday. The following weekend we had similar issues but managed to move things around and stay open. Plans for next year are in place to have enough capacity and extra staff on hand.
 2. Veolia lamp recycling is no longer taking our e-waste. Now we have boxes on site to fill with light tubes and send via UPS and receive new boxes back. This is no cost to the town as it is consumer funded when purchasing bulbs.
 3. Apparel Impact bin is being used and doing well. We should move it over by the e-waste container so it is more visible and used more. 1.6 tons have been collected since we started. Used for biomass in an incinerator after being sorted for any useable items. Good clothing should be donated to Goodwill of a clothes closet.
 4. Swap Shop attendant has finished working for us. Was not a good fit for the operation. Staff is now taking care of the shop. It needs improvement to offer more now than it does now. Maybe actually move the shop to the other part of the building.
 5. Clean Harbors has taken accumulated special wastes away so we don't have unapproved items on the lot.
 6. Household Hazardous Waste day is less desirable now that it is in Augusta. Maybe KVCOG could assist us in coordinating having the collection here in Readfield and invite other towns to come here. Maybe hold on a Sunday. Look to do for this May 2020. Have Eric, Aaron and Mark plan for this financially and see how it would work out.
 7. Paint Care is working well. Being emptied often here.
 - ii. Recent changes: Attendant Booth
 1. The booth has electric, heat, lights inside and out. Roll-out was the overflow weekend after Christmas. They will open it again soon. They need to train the public how to use the lanes correctly. Safety walking around the driveways, environmental, correct drop-off of items. Maybe have an extra person there the first weekend or two, either staff or volunteer, to assist with the rollout.
 - iii. Quarterly financial review: October– December 2019
 1. Eric explained how data is recorded, categorized and reported, and how to read the financial report.

2. Revenues are at 85% for the year. Increased diligence in collecting fees for items brought to the station is the reason. This will reduce what everyone pays overall. We could still do better by having covers of some sort over our bins; a canopy or a roof. Windsor site-visit revealed some great ideas for ways to improve our station. We have just one compactor truck using the station and if we had no compactor trucks we could have a much smaller cover/canopy. (The trucks would have to go directly to dump in Norrigewok, and payment would have to be arranged.). Could be covered with tarps as other stations do. Look at a grant from Maine DEP for facility improvement. Would prevent leachate.
 3. Expenses are on track for the quarter and are lower for the year than projected. Net billing to Fayette and Wayne is reduced monthly when revenue is up and/or expenses are down.
- b. Other, if any.
 - i. We are now advertising for an Assistant Transfer Manager. The former employee is going to arbitration over his dismissal, but we are moving forward with hiring for the position. Current employees are doing a great job with improving operations.
 - d. Members of the public may address the SWRC on issues pertinent to the agenda. (5 min.)
 - e. Unfinished business. (20 min.)
 - a. Revise the Solid Waste Ordinance. Need to have revisions done prior to March 1st.
 - i. Include the partner towns, reference the charter, the operations manual, and the fee schedule.
 - b. Vacancies: There is a position open on this committee for Readfield, Fayette and Wayne.
 - f. New business. (30 min.)
 - a. Discuss purchasing a new backhoe.
 - i. The backhoe is broken to the point of not being worth the repairs compared with purchasing a new, smaller machine. Materials attached for review.
 - ii. If building canopies for the bins, add a canopy for the backhoe. This would provide weather coverage for long term protection of the investment.
 - iii. Overall response is good from this committee. Hope to decide this week on the item to purchase and have it by the end of January.
 - b. Discuss possibility of school field trips to the Transfer Station.
 - i. Mark will contact Fayette School and Aaron will contact Wayne School and Kathryn will find someone to contact Readfield and Kents Hill Schools. Aaron will contact ecoMaine to develop implement for this year. Contact Kellie for organizational assistance. Maranacook has a 'Green Team' of students working on recycling.
 - c. Discuss the FY21 Capital and Operating Budget.
 - i. Handouts passed out. We recognized that expenses and revenues have changed this fiscal year so that has been planned in to the FY21 budget. Key differences are: **wages** may increase over the anticipated 2% due to the State minimum wage increase trickle-down; **building maintenance**: grounds needs more jersey barriers, delineation pylons and plastic chains; buildings needs attention due to change in personnel and recognized needs, especially

concrete near bins, fencing changed from metal to wooden for easier and cheaper repairs; need the facility to look clean and professional. Net result is slightly higher for Fayette and Wayne and slightly lower for Readfield due to the State valuation formula we all agreed to use. Maintenance level needs to be the same going forward for 2 or 3 years, then could be scaled back as projects are completed. There were no objections to the budget as presented.

- ii. Capital needs. The table we are using may need to be updated. We need a new MSW compactor this year. How to handle long term for the listed needs. Could bond but should be for at least \$50,000 to make the legal and financial costs worthwhile. Would bonding debt be overlapping? No, Readfield owns the asset and the debt. Capital is over \$5000 and 3-year life span. Need to be careful not to capitalize maintenance needs. Plan ahead for FY22 to bond multiple items from the table. Pay for MSW compactor out of reserves.
- iii. Expenses.
- iv. Revenues.
- d. Discuss doing more with composting, especially food materials.
 - i. Aaron can ask ecoMaine how they can help us expand this for this year.
- g. Set next agenda. (5 min.)
 - a. Future scheduled meetings:
 - i. Wednesday April 15, 2020 at Fayette School Library
 - 1. Report out on composting and school visit arrangements from Aaron and Liza Bitterman from ecoMaine.
 - 2.
 - ii. Wednesday July 15, 2020 at Wayne Town Office
 - 1.
 - 2.
- h. Adjournment.

Attachments: Minutes from October 2019 meeting
Solid Waste Ordinance

Respectfully submitted by Kathryn Mills Woodsum
Approved on 4-22-20