

OHSTT SOLID WASTE Board MEETING

Date: January 28, 2022 Time:6:00 PM...Place: Zoom meeting

1. Call To Order
2. Recognize Guest.
3. Public Comments, For Items Not On The Agenda

OLD BUSINESS

4. Vote on last meeting's minutes.
5. list for goals in 2022
6. Update on web page

NEW BUSINESS

7. Report from personnel committee.
8. Report on the facility renovations.
 - A. Report on the facilities walk through and recommendation. Discussion on what action to take and vote on any action to be taken.
 - B. Review and discuss Blain Curtis contract.
 - C. Discuss three town informational meeting and set a date for meeting.
9. Facility manager's report.
10. Bookkeepers report
11. Sign the warrant
12. Vote on the signed warrant
13. Correspondence.
 - A. Discuss letter from the town of Thomaston.
14. Any and all business to come before the board.
- 15.

Set date for next meetings : February 24, 2022 and March 24, 2022. Informational meeting date to be set and announced at a later date.

ADJOURNMENT

OHSTT Transfer Station - Facility Tour with Facilities Committee
January 10, 2022 at Noon

Attendees:

Scott Johnson
Bruce Coleson
Paul Rosen
David MacNeil
Zel Bowman-Laberge

Description:

Walked around the facility to review the concerns Scott Johnson has with the existing facility:

1. Walkway beside hopper has broken wood railing on the left side. After review of the condition the Committee asked David to keep that walkway closed off to everyone with a chain because of safety concerns.
2. Sill at door to structure appears to be failing.
3. Wood retaining wall has broken wood guardrail.
4. Concrete retaining wall has visible cracks.
5. Header underneath structure (where it attaches to hopper) appears to have settled.
6. Area between compactor and retaining wall is very narrow and difficult for most people to pass through.
7. Hydraulic lines may have been damaged by rodent issues. Discussed an electrician inspecting the wiring because it is unknown and a lot of electricity passes through those lines (3-phase power). It was noted that the rodent issue has become more manageable because of recent pest remediation (rat poison and addressing rat holes in sloped earth).

Scott Johnson requested that a licensed professional reviews his concerns with the facility and provides a letter discussing the safety of the facility.

Bruce Coleson to discuss with Chris Snowdeal a proposal for someone to inspect the concerns with the existing facility.

Paul Rosen expressed concern with the current design of the facility including the location of the scale and can used for collecting recycling. Paul asked for specifics on the Advantech Chris Snowdeal called out in the VE Documents.

Follow-up Note:

Chris Snowdeal estimates \$1500-2000 for an inspection of the facility that includes structural and electrical by an engineer on their staff who has credentials in all those specialties.

OHSTT Solid Waste Corp Board Members,

January 27, 2022

In response to Walter's 12/26 email request, I respectfully submit the following:

Life Safety

As to "life safety" concerns, I'll be brief.

Statements made at the 12/16/21 board meeting raised serious alarms for me. Based on my experience and expertise, I visited the Transfer Station shortly thereafter. As a result of that visit and a followup group visit, the board is being asked to approve engaging a structural engineer to assess the situation.

I strongly suggest an independent and local engineer conduct this assessment for three reasons:

- 1) Cost of the assessment
- 2) Cost to design and oversee any mediation, and
- 3) Avoid any conflict of interest.

Renovation Plans

As to Walter's request for my "...thoughts about the content of the renovation plan", allow me to share the following:

- 1) In order to understand the intent and purpose of the new project, I visited four transfer stations (Mid-Coast, St. George, Waldoboro and Nobleboro). I had extended discussions with the facilities managers at Midcoast and St. George, both of whom were gracious and open in sharing their time, knowledge and experience.
- 2) None of the four transfer stations have an enclosed building for commercial traffic to dump their cargo. The facility managers saw no need. They do have well planned buildings to house various support equipment. I have attached a picture of the Nobleboro TS. It has a well-designed open roof over the trash chutes servicing both commercial and residential traffic. St. George's transfer station has a hydraulic chute cover, eliminating snow and rain from the compactor.
- 3) After digesting what I learned from these visits and studying the plan set, it is my firm opinion that our project be re-examined. The total cost to finish it has yet to be determined. Any financial or operational benefit is questionable. The additional maintenance, insurance and operating expenses will increase costs, but not efficiency.

Summary

I respectfully suggest the following: We hold a public workshop and invite interested parties, including the supervisors and staff of the above-mentioned transfer stations, as well as our own staff, to share their collective wisdom and ideas on the best way forward. I have professionally facilitated numerous workshops of this nature and would be willing to organize and conduct one.

Thank you, Paul



OHSTT Transfer Station

Monthly Report Jan 2022

Dec 22 Interstate Septic pumped holding tank.

\$400 holding tank issi fee \$225

Jan 20 Interstate Septic pumped holding tank

\$400 holding tank issi fee \$225

Sargents Lock \$ 13.73

Diesel Tractor \$ 35.91

Diesel Tractor \$ 33.53

Diesel \$ 36.50

Diesel \$14.41

Walmart Supplies 33.65 ice melt gloves etc

Walmart supplies 55.35

Walmart supplies 21.70

total \$244.78

DISPOSED ITEMS

TV,s ----- 23 \$240

Monitors ----- 3 \$30

Freon ----- 6 \$60

Tires ----- 51 \$ 153

Appliances ----- 14 \$70

Mike and Crew \$40

Total \$ 593

Commercial Haulers (Mondays)

Dec 27 ----- R&D and Dodge robinson

Jan 3 -----R&D and Dodge robinson

Jan 10 ----- R&D and Dodge

Jan 17 ----- R&D and Dodge

Jan 24 R and D Dodge

All TV'S are processed within several pallets and Gaylord containers.

All Universal waste including 4' and 8' Fluorescent bulbs, ion & lithium batteries, and mercury items have been processed .

We are now up to 3000 stickers processed.

Dave

Bookkeepers Report



Owls Head South Thomaston Thomaston Solid Waste Corporation

28 January 22

12/17/21 – Paid invoice #35280 to Arthur D Henry, Inc. for the unloading of the scales in the amount of \$500.00 check # 1009.

- Reimbursed David MacNeill in the amount of \$140.32 for Fuel and office supplies Check # 1585.

- Paid invoice #66956 to Atlantic Recycle Equipment for delivery of compactors #3 & 4 in the amount of \$1,300.00 check #1010.

12/22/21 – Received past due invoices from CES (Haley Ward).

1/4/22 - Sent Interlocal Agreement and Bylaws to Thomaston Recycling and Paul Rosen as requested.

1/26/22 – Voided check #1006 and sent (via USPS) check #1011 to the Town of Thomaston for Building Permit.

– Received receipts from David MacNeill for:

Fabian Oil	Fuel	\$35.91
Fabian Oil	Fuel	\$33.53
Fabian Oil	Fuel	\$36.50
Fabian Oil	Fuel	\$14.41
Walmart	Ice melt, gloves, water	\$33.65
Walmart	Water, ice melt	\$21.70
Sargent	Keys	<u>\$13.72</u>
	Total	\$189.42

Request authorization to reimburse David MacNeill in the amount of \$189.42.

*****Binders are updated and I will be dropping them off at the facility next week for you to pick up. I will send an email when they are available at the facility.***

1/27/22 – Received check from ecomaine for recycling in the amount of \$498.94.

- Received letter from the Thomaston Town Manager, Kara George regarding Town Assessment Invoice 2022.

Bookkeepers Report



Owls Head South Thomaston Thomaston Solid Waste Corporation

1/28/22 – Received invoice from D.J.'s Municipal Supply, Inc. #296390 in the amount of \$528.93 for safety vests and jackets for the staff.

Request authorization to pay D.J.'s Municipal Supply in the amount of \$528.93.

- Received invoice from Interstate Septic Systems #119556 in the amount of \$750.00 for pumping holding tanks.

Request authorization to pay Interstate Septic in the amount of \$750.00.

- I have redone the variance column on the 2022 Budget (See attached) to show all differences in green.

- Also attached is the Profit & Loss Budget vs. Actual - January through December 2021.

*Please note this P&L does not reflect any entries by the auditor.

Current account balances:

Operating Fund –	\$ 83,959.81
Capital Improvement Fund –	\$ 1,085,951.24
Contingency Fund –	\$ 157,947.60
Commercial Loan-	(\$ 386,491.96)

******I have sent multiple emails to all Board members regarding not using my personal email account and I am still receiving emails for OHSTT in my personal account. DO NOT use my personal email. Please use ohstt367@gmail.com for any OHSTT business other than the agenda and zoom links as I use my phone for the meetings. If it is urgent please call or send me a text. Thank you!***

Respectfully submitted,

Heather-Rae Steeves
Bookkeeper

Fabian Oil 105
 Address
 City, State

 Date: 1/4/2022
 Time: 09:40
 Trs#: 105-011111
 Pump: 5

 Pump: 5
 gallon: 4.005
 Prices: 3.599
 ON ROAD DIESEL F \$14.41

 MasterCard \$14.41

NETWORK ID: MASTERCARD
 MODE: Online(Issuer)
 Purchase
 CARD : MasterCard
 C*****9729
 Chip read
 AMOUNT : USD\$14.41
 03 APPROVAL
 JAN 04 2022 09:40
 SEQUENCE #: 010141
 AUTHOR. #: 04386P
 LABEL: MasterCard
 ARC : 00
 AID : A0000000041010
 TVR : 8000008000
 IAD : 01106010032200000
 0000000000000000FF
 TSI : 6800
 AC : 1448655F1C7E3CB2

Fabian Oil 105
 Address
 City, State

 Date: 12/28/2021
 Time: 11:00
 Trs#: 105-010585
 Pump: 5

 Pump: 5
 gallon: 10.142
 Prices: 3.599
 ON ROAD DIESEL F \$36.59

 MasterCard \$36.59

NETWORK ID: MASTERCARD
 MODE: Online(Issuer)
 Purchase
 CARD : MasterCard
 C*****9729
 Chip read
 AMOUNT : USD\$36.50
 03 APPROVAL
 DEC 28 2021 11:00
 SEQUENCE #: 010552
 AUTHOR. #: 02616P
 LABEL: MasterCard
 ARC : 00
 AID : A0000000041010
 TVR : 8000008000
 IAD : 01106010032200000
 0000000000000000FF
 TSI : 6800
 AC : 11CD62B8E4A90545

Fabian Oil 105
 Address
 City, State

 Date: 1/11/2022
 Time: 11:37
 Trs#: 105-011761
 Pump: 5

 Pump: 5
 gallon: 9.317
 Prices: 3.599
 ON ROAD DIESEL F \$33.53

 MasterCard \$33.53

NETWORK ID: MASTERCARD
 MODE: Online(Issuer)
 Purchase
 CARD : MasterCard
 C*****9729
 Chip read
 AMOUNT : USD\$33.53
 03 APPROVAL
 JAN 11 2022 11:37
 SEQUENCE #: 010840
 AUTHOR. #: 02616P
 LABEL: MasterCard
 ARC : 00
 AID : A0000000041010
 TVR : 8000008000
 IAD : 01106010032200000
 0000000000000000FF
 TSI : 6800
 AC : EC0A58BCFAA5EF1E

Fabian Oil 105
 Address
 City, State

 Date: 1/19/2022
 Time: 09:39
 Trs#: 105-012627
 Pump: 5

 Pump: 5
 gallon: 9.553
 Prices: 3.759
 ON ROAD DIESEL F \$35.91

 MasterCard \$35.91

NETWORK ID: MASTERCARD
 MODE: Online(Issuer)
 Purchase
 CARD : MasterCard
 C*****9729
 Chip read
 AMOUNT : USD\$35.91
 03 APPROVAL
 JAN 19 2022 09:39
 SEQUENCE #: 010735
 AUTHOR. #: 02459P
 LABEL: MasterCard
 ARC : 00
 AID : A0000000041010
 TVR : 8000008000
 IAD : 01106010032200000
 0000000000000000FF
 TSI : 6800
 AC : 00442048BFEBB721

Give us feedback @ survey.walmart.com
 Thank you! ID #: 7QFDMCMGCJN



207-596-0885 Mgr: DREW
 55 THOMASTON COMMONS WAY
 THOMASTON ME 04861

ST# 01797 OP# 009034 TE# 34 TR# 05060
 MB MED 10 007910092501 12.48 X
 PS 16.9-35PK 007572000899 F 5.88 X
 ME DEPOSIT 068113146025 F 1.75 0
 20LB ICEMELT 084247011764 5.94 X
 20LB ICEMELT 084247011764 5.94 X
 SUBTOTAL 31.99
 TAX 1 5.500 % 1.66
 TOTAL 33.65
 MCARD TEND 33.65

MasterCard
 APPROVAL # 00731P
 REF # 134300043292
 AID A0000000041010
 AAC 8738F26D1AA4A472
 TERMINAL # SC212559
 12/09/21 08:32:59
 CHANGE DUE 0.00
 # ITEMS SOLD 5
 TC# 6688 0496 2617 2504 761



Give us feedback @ survey.walmart.com
 Thank you! ID #: 7QFDMCMGCJN



207-596-0885 Mgr: DREW
 55 THOMASTON COMMONS WAY
 THOMASTON ME 04861

ST# 01797 OP# 009034 TE# 34 TR# 05060
 PS 16.9-35PK 007572000899 F 5.88 X
 ME DEPOSIT 068113146025 F 1.75 0
 CG SPARKWAL 00751484815 F 1.24 X
 ME DEPOSIT 068113146025 F 0.05 0
 20LB ICEMELT 084247011764 11.74 X
 SUBTOTAL 20.66
 TAX 1 5.500 % 1.04
 TOTAL 21.70
 MCARD TEND 21.70

MasterCard
 APPROVAL # 00831P
 REF # 202500003400
 AID A0000000041010
 AAC 8738F26D1AA4A472
 TERMINAL # SC010062
 01/25/22 08:12:33
 CHANGE DUE 0.00
 # ITEMS SOLD 5
 TC# 4477 7376 5200 7530 0590



Walmart logo

Sargent Lock & Safe
738 Main St.
Rockland, ME 04841
(207) 594-4750
sargent.lock@yahoo.com

Sales Receipt



SALES #	DATE
2118	01/25/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Keys 3.25	Key Blanks	4	3.25	13.00T
		SUBTOTAL			13.00
		TAX			0.72
		TOTAL			13.72
		AMOUNT RECEIVED			13.72
		BALANCE DUE			\$0.00

Heather



D.J.'s Municipal Supply, Inc.
 55 Twin leaf lane
 Sidney ME 04330

Invoice

Date	Invoice #
1/26/2022	296390

*Our Business
 Was Made in Maine.*

Sold To
OHSTT Solid Waste Corp DAVE P.O. Box 367 Thomaston Me. 04861

Ship To
Thomaston Transfer station DAVE P.O. Box 299 Thomaston, ME 04861

P.O. Number	Terms	Payment Due	Date Shipped	Ship Via	F.O.B.	Salesperson
TRANSFER	Net 15	2/10/2022	1/26/2022	Truck		DJW

Item	Ordered	Shipped	Description	Price	Amount
Retail	2	2	2X ZIP HOODIE	69.99	139.98
Retail	2	2	LG HOODIE	69.99	139.98
Retail	1	1	MED BOMBER SAFETY JACKETS	49.99	49.99
Retail	1	1	LG RAIN SAFETY PANT	79.00	79.00
Retail	1	1	MED RAIN SAFETY JACKETS	89.99	89.99
Retail	1	1	LG BLACK SERIES SAFETY VESTS	29.99	29.99

PLEASE NOTE NEW REMITTANCE ADDRESS ABOVE!!	Total	\$528.93
	Balance Due	\$528.93

Phone #	Fax #	E-mail
207-547-7058	207-547-7061	djsupply91@gmail.com

INVOICE



INTERSTATE SEPTIC SYSTEMS, INC.

10 GORDON DRIVE
 ROCKLAND, ME 04841
 PH. 596-5646 OR (800) 596-5646

INVOICE NUMBER: 119556
 DATE: 25-Jan-2022
 P.O. NUMBER:
 JOB DESCRIPTION: PUMP (2) HOLDING TANKS
 ORDER NUMBER: 127073
 SERVICE DATE: 25-Jan-2022

936

BILL TO: OWLS HEAD, SOUTH THOMASTON,
 THOMASTON SOLID WASTE CORP.
 P O BOX 367
 THOMASTON, ME 04861

JOB SITE: OWLS HEAD, SO THOM., THOM. SO
 34 BUTTERMILK LANE
 THOMASTON, ME 04861

QUANTITY	SERVICE TYPE	AMOUNT	x2 MEN	TAX	EXTENSION																															
3	Pumping holding tank (pumped a total of 3,000 gallons from (2) holding tanks)	\$160.00		No	\$480.00																															
3	ISSI disposal fee	\$90.00		No	\$270.00																															
<table border="0"> <tr> <td>TAXABLE AMOUNT</td> <td>\$0.00</td> <td>TAX RATE</td> <td>0</td> <td>TAX DESCRIPTION</td> <td>ME State Sales Tax</td> <td>SUBTOTAL NONTAXED:</td> <td>\$750.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>SUBTOTAL TAXABLE:</td> <td>\$0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>SUBTOTAL TAX:</td> <td>\$0.00</td> </tr> <tr> <td>Net 30</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>PLEASE PAY:</td> <td>\$750.00</td> </tr> </table>					TAXABLE AMOUNT	\$0.00	TAX RATE	0	TAX DESCRIPTION	ME State Sales Tax	SUBTOTAL NONTAXED:	\$750.00							SUBTOTAL TAXABLE:	\$0.00							SUBTOTAL TAX:	\$0.00	Net 30						PLEASE PAY:	\$750.00
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						SUBTOTAL TAX:	\$0.00																													
Net 30						PLEASE PAY:	\$750.00																													
PAYMENT TERMS:		\$0.00	LESS PAID:	\$0.00																																

We appreciate your business.
 Visit our website at www.interstatesepptic.com.
 For your convenience, we accept AMEX, Discover, VISA, & Mastercard.

**F
R
O
M** OWLS HEAD, SOUTH THOMASTON,
 THOMASTON SOLID WASTE CORP.
 P O BOX 367
 THOMASTON, ME 04861

INVOICE NO.	DATE	AMOUNT DUE
119556	25-Jan-2022	\$750.00

**T
O** **INTERSTATE SEPTIC SYSTEMS, INC.**
 10 GORDON DRIVE
 ROCKLAND, ME 04841-2137

Approved December 30, 2021

OHSTT Solid Waste Corp
2022 Budget

				2021 Budget	Variance
INCOME					
Haulers	1 \$ 650.00	\$	550.00		
	2 \$ 650.00	\$	550.00		
	3 \$ 650.00	\$	550.00		
	4 \$ 650.00	\$	550.00		
	5 \$ 650.00	\$	550.00		
Off hours	\$ 3,250.00	\$	2,750.00	\$ 500.00	
Recycled Items	\$ 3,200.00	\$	3,200.00	\$ -	
	\$ 15,000.00	\$	10,000.00	\$ 5,000.00	
Stickers	\$ 10,000.00	\$	27,000.00	\$ (17,000.00)	
Town assessments					
	Owls Head \$ -	\$	145,416.00		
	South Thomaston \$ -	\$	143,185.00		
	Thomaston \$ -	\$	255,621.00		
Total income	\$ -	\$	544,222.00	\$ 587,172.00	\$ (555,722.00)
FACILITY EXPENSES					
Advertising	\$ 400.00	\$	400.00	\$ -	
Clothing	\$ 1,000.00	\$	1,000.00	\$ -	
Contractual Services					
	Thomaston Recycling				
	Can Rental \$ 4,200.00	\$	3,500.00	\$ 700.00	
	Frozen loads \$ 500.00	\$	500.00	\$ -	
	OCC -	\$	10,000.00	\$ (10,000.00)	
	Over weight fee \$ 10,000.00	\$	4,500.00	\$ 5,500.00	
	Single Stream \$ 25,000.00	\$	15,330.00	\$ 9,670.00	
	Transfer Station Disposal \$ 130,816.00	\$	130,816.00	\$ -	
		\$	166,046.00	\$ 5,870.00	
Disposal/Recycling Services					
	ecomaine \$ 211,554.00	\$	204,400.00	\$ 7,154.00	
	Freon Removal \$ 5,000.00	\$	5,000.00	\$ -	
	Recycling \$ 2,000.00	\$	2,555.00	\$ (555.00)	
	Scale fees -	\$	5,000.00	\$ (5,000.00)	
	Tire removal -	\$	500.00	\$ (500.00)	
		\$	212,455.00	\$ 6,099.00	

Operating expense	\$ 650,161.00		\$ 597,380.33	\$ 52,780.67
Contingency	\$ 50,000.00		\$ 32,791.67	\$ 17,208.33
Total Facility expense	\$ 700,161.00		\$ 630,172.00	\$ 69,989.00
Total Revenue	\$ 31,450.00		\$ 42,950.00	\$ (11,500.00)
Surplus	\$ -		\$ 43,000.00	\$ (43,000.00)
Balance	\$ 668,711.00		\$ 544,222.00	\$ 124,489.00
Owls Head	\$ 173,864.00		\$ 145,416.00	\$ 28,448.00
South Thomaston	\$ 177,209.00		\$ 143,185.00	\$ 34,024.00
Thomaston	\$ 317,638.00		\$ 255,621.00	\$ 62,017.00
	\$ -		\$ -	\$ -

Capital Improvement

Owls Head South Thomaston Thomaston Solid Waste Corp

01/28/22

Profit & Loss Budget vs. Actual

Cash Basis

January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Haulers				
Dodge	550.00	550.00	0.00	100.0%
Guite	550.00	550.00	0.00	100.0%
Pine Tree Waste	550.00	550.00	0.00	100.0%
R & D	550.00	550.00	0.00	100.0%
Robinson	550.00	550.00	0.00	100.0%
Total Haulers	2,750.00	2,750.00	0.00	100.0%
Off hours	2,575.32	3,200.00	-624.68	80.5%
Perc Funds	594,940.70			
Recycled Items				
Appliances	450.00			
ecomaine	2,509.76			
Freon Items	1,450.00			
House Cleanout	115.00			
Metal salvage	8,288.60			
Tires	1,215.00			
TV & Monitors	2,985.00			
Recycled Items - Other	0.00	10,000.00	-10,000.00	0.0%
Total Recycled Items	17,013.36	10,000.00	7,013.36	170.1%
Refund	606.44			
Sale of snowblower	75.00			
Stickers				
2021-2022	44,118.00	27,000.00	17,118.00	163.4%
Stickers - Other	0.00	0.00	0.00	0.0%
Total Stickers	44,118.00	27,000.00	17,118.00	163.4%
Town of Owls Head	145,416.00	145,416.00	0.00	100.0%
Town of South Thomaston	143,185.00	143,185.00	0.00	100.0%
Town of Thomaston	255,621.00	255,621.00	0.00	100.0%
Total Income	1,206,300.82	587,172.00	619,128.82	205.4%
Gross Profit	1,206,300.82	587,172.00	619,128.82	205.4%
Expense				
Advertising	484.24	400.00	84.24	121.1%
Capital Improvements	48,455.00			
Clothing	55.69	1,000.00	-944.31	5.6%
Contractual Services				
Thomaston Recycling				
Can Rental	3,780.00	3,500.00	280.00	108.0%
Frozen loads	0.00	500.00	-500.00	0.0%
OCC	8,400.00	10,000.00	-1,600.00	84.0%
Over Weight Fees	8,055.00	4,500.00	3,555.00	179.0%
Single Stream	25,214.37	15,330.00	9,884.37	164.5%
Transfer station disposal	109,724.12	130,816.00	-21,091.88	83.9%
Total Thomaston Recycling	155,173.49	164,646.00	-9,472.51	94.2%
Total Contractual Services	155,173.49	164,646.00	-9,472.51	94.2%
Debit Service	22,309.30	24,541.33	-2,232.03	90.9%
Disposal and Recycling Services				
ecomaine	212,953.19	204,400.00	8,553.19	104.2%
Freon Removal	5,460.00			
Recycling	1,132.51	2,555.00	-1,422.49	44.3%
ScaleFees	2,150.00	5,000.00	-2,850.00	43.0%
Tire Removal	0.00	500.00	-500.00	0.0%
Total Disposal and Recycling Services	221,695.70	212,455.00	9,240.70	104.3%
Fuel	357.43	300.00	57.43	119.1%

Owls Head South Thomaston Thomaston Solid Waste Corp

01/28/22

Profit & Loss Budget vs. Actual

Cash Basis

January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Insurance Expense				
General Liability	8,805.50	6,000.00	2,805.50	146.8%
Workers Comp	5,853.00	5,500.00	353.00	106.4%
Total Insurance Expense	14,658.50	11,500.00	3,158.50	127.5%
Office Supplies				
Computer service	284.23			
Postage	257.00	300.00	-43.00	85.7%
Quickbooks payroll system	643.55	750.00	-106.45	85.8%
Supplies	1,280.72	1,500.00	-219.28	85.4%
Total Office Supplies	2,465.50	2,550.00	-84.50	96.7%
Payroll Expenses				
Bookkeeper	12,616.48	11,825.00	791.48	106.7%
Operators	76,401.70	75,712.00	689.70	100.9%
Site Manager	30,206.24	37,656.00	-7,449.76	80.2%
Payroll Expenses - Other	0.00			
Total Payroll Expenses	119,224.42	125,193.00	-5,968.58	95.2%
Payroll Taxes				
Employee				
Medicare	1,728.76			
Social Security	7,391.92			
Employee - Other	0.00	8,720.00	-8,720.00	0.0%
Total Employee	9,120.68	8,720.00	400.68	104.6%
Employer				
CSSF	46.42			
FUI	249.38			
ME-UC	559.13			
UPAF	86.54			
Employer - Other	141.13	1,090.00	-948.87	12.9%
Total Employer	1,082.60	1,090.00	-7.40	99.3%
Total Payroll Taxes	10,203.28	9,810.00	393.28	104.0%
Professional Fees				
Annual Report Filing Fee	35.00	85.00	-50.00	41.2%
Audit	3,300.00	3,400.00	-100.00	97.1%
Dues, Fees and Memberships	824.00	1,100.00	-276.00	74.9%
Legal	6,958.00	4,000.00	2,958.00	174.0%
Total Professional Fees	11,117.00	8,585.00	2,532.00	129.5%
Repair & Maintenance				
Building	428.51	2,000.00	-1,571.49	21.4%
Equipment	4,331.63	9,500.00	-5,168.37	45.6%
Grounds	2,641.10	1,500.00	1,141.10	176.1%
Snow Removal	4,770.00	5,000.00	-230.00	95.4%
Total Repair & Maintenance	12,171.24	18,000.00	-5,828.76	67.6%
Training	0.00	400.00	-400.00	0.0%
Utilities				
Electricity				
Electricity new building	1,272.01			
Electricity old building	2,223.38			
Electricity shed	233.19			
Electricity - Other	0.00	4,000.00	-4,000.00	0.0%
Total Electricity	3,728.58	4,000.00	-271.42	93.2%
Internet	436.28	500.00	-63.72	87.3%

1:16 PM

Owls Head South Thomaston Thomaston Solid Waste Corp

01/28/22

Profit & Loss Budget vs. Actual

Cash Basis

January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Septic				
disposal fee	2,160.00			
Septic 1000 tank	1,400.00			
Septic 1500 tank	2,440.00			
Septic - Other	0.00	8,000.00	-8,000.00	0.0%
Total Septic	6,000.00	8,000.00	-2,000.00	75.0%
Telephone	1,094.11	1,000.00	94.11	109.4%
Total Utilities	11,258.97	13,500.00	-2,241.03	83.4%
Total Expense	629,629.76	592,880.33	36,749.43	106.2%
Net Ordinary Income	576,671.06	-5,708.33	582,379.39	-10,102.3%
Other Income/Expense				
Other Income				
Interest				
Capital	4,071.39			
Contingency	709.17			
Operating	359.65			
Total Interest	5,140.21			
Total Other Income	5,140.21			
Net Other Income	5,140.21			
Net Income	581,811.27	-5,708.33	587,519.60	-10,192.3%



TOWN OF THOMASTON
TOWN MANAGER
13 VALLEY STREET
THOMASTON, MAINE 04861
TEL: (207) 354-6107

OHSTT Solid Waste Board
Attn. Chair Bruce Colson
PO Box 367
Thomaston, ME 04861

RE: Town Assessment Invoice 2022

Dear OHSTT Solid Waste Board,

I am writing on behalf of the Town of Thomaston regarding the significant increase to Thomaston's contribution towards the OHSTT budget. While I understand that we all are facing increases with this year's coming budget, a \$62,000 increase in one year is unplanned and unbudgeted.

We were told the reasons for the significant increase are due to high overweight fees for truck loads, legal fees, bookkeeper hours, lack of sticker revenue, and increases in recycling. While these are all valid reasons for a budget increase, I can't help but think the renovation project has also impacted the overall budget.

We appreciate the budget being flat for the last 3 years, and again, I understand that increases are uncontrollable many times. However, for budgeting purposes it would be easier to absorb increases distributed over multiple years instead of one significant increase at once. To my knowledge we have never had such a steep increase in the budget for OHSTT in one year's time.

Lastly, all three towns that contribute towards the OHSTT operation are on fiscal year budgets (July 1 to June 30 each year.) We are all halfway through our fiscal year's budget in January. So, this increase will have a \$31,000 unplanned budget overage for Thomaston. I can't speak for Owls Head and South Thomaston, but Thomaston would never have anticipated such an increase when we were budgeting for this fiscal year last winter.

Respectfully, I ask the OHSTT Solid Waste Board to consider changing your budget cycle to fiscal year to coincide with all three towns that pay your operations budget. In this way, we will not all be caught again mid-fiscal year with a surprise increase that is unaccounted for.

Thank you,

Kara George
Town Manager

Owls Head, South Thomaston, and Thomaston



Solid Waste Corporation

OHSTT Solid Waste Board of Directors

Via Zoom Conference

Approved Minutes

Friday, January 28, 2022

Present: Bruce Colson (OH), Ronnie Porter (T), Walter Reitz (ST), Zel Bowman-Laberge (T)

Absent: Gordon Connell (ST), Paul Rosen (OH)

Guests:

6:00 PM Meeting called to order.

Zel Bowman-Laberge motioned to accept the minutes from December 16, 2021 as presented. Ron Porter seconded. Walter Reitz abstained. Bruce Colson in favor. Motion carries.

Walter Reitz motioned to accept the minutes from December 30, 2021 as presented. Ron Porter seconded. All in favor.

The Board discussed goals for 2022.

- Change for fiscal year
- Website up and running
- Better communication
- Completing renovation project
- ecomaine recycling event
- Hazardous Waste collection day
- New Board member packet

Nothing to report regarding website.

Walter Reitz informed the Board of a staff member going on vacation and one out sick. The Board discussed coverage while at half staff and the posting of snow days.

Zel Bowman-Laberge reported on the facility walk through done on January 10, 2021. The Board discussed the concerns. It was recommended to have an inspection preformed of the current facility condition by Haley Ward (estimated cost \$1,500.00 to \$2,000.00).

Bruce Colson informed the Board he took a more in depth look at an area of concerns and did not see anything to warrant this inspection.

Walter Reitz inquired about any OSHA or any other inspections that may have been preformed in the past that the Board could review before voting on having this inspection.

Zel Bowman-Laberge motioned to table the vote to have the inspection preformed. Walter Reitz seconded. All in favor.

Owls Head, South Thomaston, and Thomaston



Solid Waste Corporation

Bruce Colson reported that the contract from Blane Casey Construction was sent to Patrick Mellor (Attorney) for review.

The Board discussed the agenda for the Informational meeting with the three Towns. The Board agreed not to sign the contract with Blane Casey until after the Informational meeting. The Informational meeting with the three towns was set for February 11, 2022 at 6 pm via Zoom Conference.

Zel Bowman-Laberge will put together a packet for the Informational meeting.

The Facility Manager's Report was reviewed and discussed.

The Bookkeeper's Report was reviewed and discussed.

Zel Bowman-Laberge motioned to authorize Heather-Rae Steeves (Bookkeeper) to reimburse David MacNeill in the amount of \$189.42. Walter Reitz seconded. All in favor.

Zel Bowman-Laberge motioned to authorize Heather-Rae Steeves to pay D.J.'s Municipal Supply, invoice #296390 in the amount of \$528.93. Walter Reitz seconded. All in favor.

Zel Bowman-Laberge motioned to authorize Heather-Rae Steeves to pay Interstate Septic, invoice #119556 in the amount of \$750.00. Walter Reitz seconded. All in favor.

The warrants were reviewed and signed.

Zel Bowman-Laberge motioned to accept the signed warrants. Ronnie Porter seconded. All in favor.

The Board discussed the letter from the Town of Thomaston regarding changing of the OHSTT fiscal year.

7:25 PM Scott Johnson entered the meeting.

The Board discussed fee schedule for the Commercial Haulers and the fees other towns are charging the Commercial Haulers.

The Board discussed how to proceed with changing the OHSTT fiscal year.

Walter Reitz and Heather-Rae Steeves will contact Mindy Cyr (Auditor).

Bruce Colson will contact Patrick Mellor regarding the towns changing the Interlocal Agreement and Bylaws.

Heather-Rae Steeves will contact Maine Municipal Association regarding insurances.

Walter Reitz will draft a letter to the three towns regarding the changing of the OHSTT fiscal year.

Zel Bowman-Laberge informed the Board, the contract with ScrapDogs for composting expired on January 31, 2021.

Owls Head, South Thomaston, and Thomaston



Solid Waste Corporation

Bruce Colson will contact ScrapDogs for the renewal of the contract.

The Board discussed how to share the recorded meetings with the public. Zel Bowman-Laberge will look into this.

The Board will hold a work session on Thursday, February 3, 2022 at 6pm via zoom conference to discuss the presentation for the Three Town Informational meeting on Friday, February 11, 2022.

Walter Reitz motioned to adjourn. Zel Bowman-Laberge seconded. All in favor.
7:49 PM Meeting adjourned.

Next meeting: February 24, 2022

Respectfully submitted,

Heather-Rae Steeves
Recording Secretary