

OHSTT SOLID WASTE Board MEETING

Date: February 25, 2021 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. Discuss the cost increase for the scales

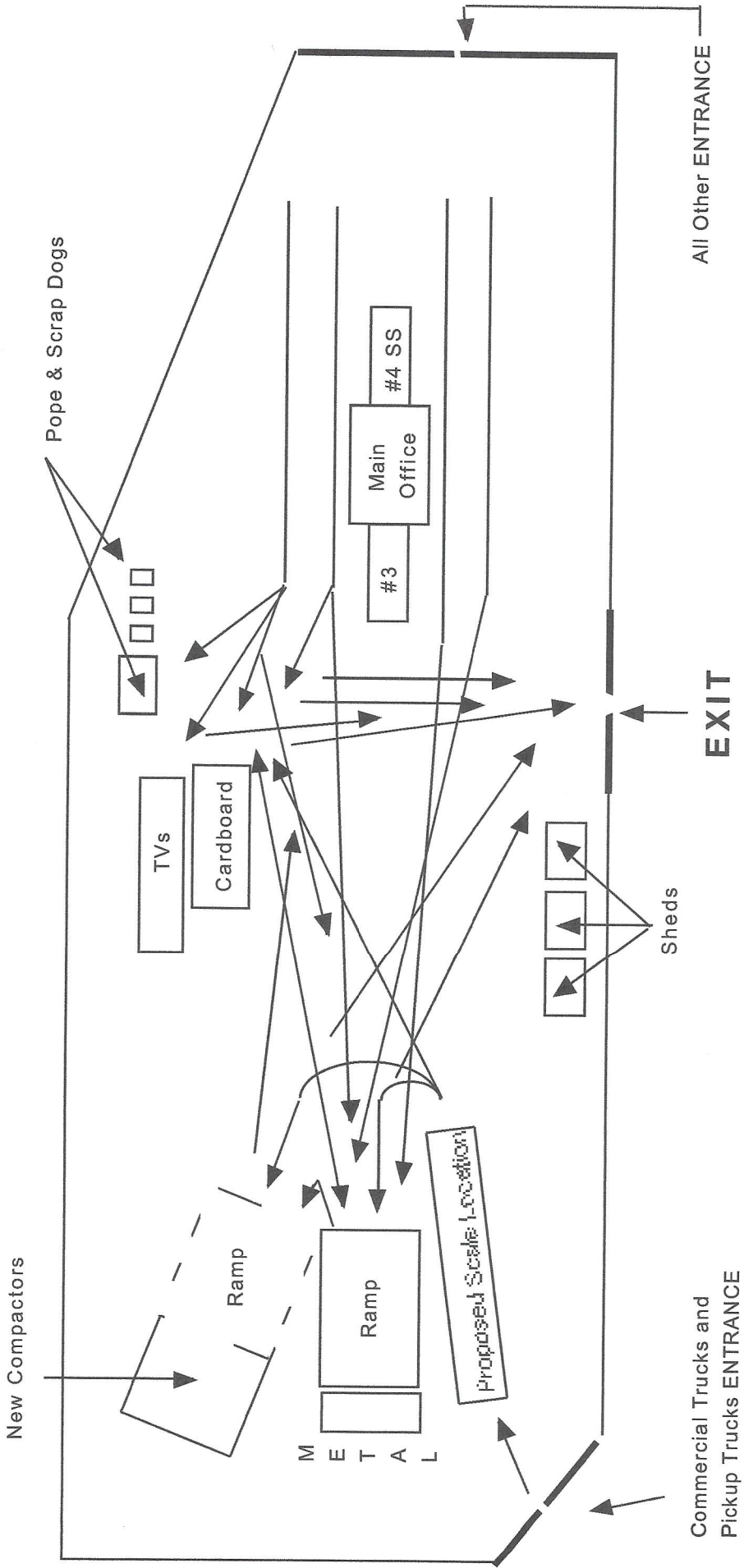
NEW BUSINESS

6. Report from personnel committee. (open attendant position)
7. Report on the facility renovations.
8. Facility manager's report.
9. Bookkeepers report
10. Sign the warrant
11. Vote on the signed warrant
12. Correspondence.
13. Any and all business to come before the board.
- 14.

Set date for next meetings : March 25, 2021 & April 22, 2021

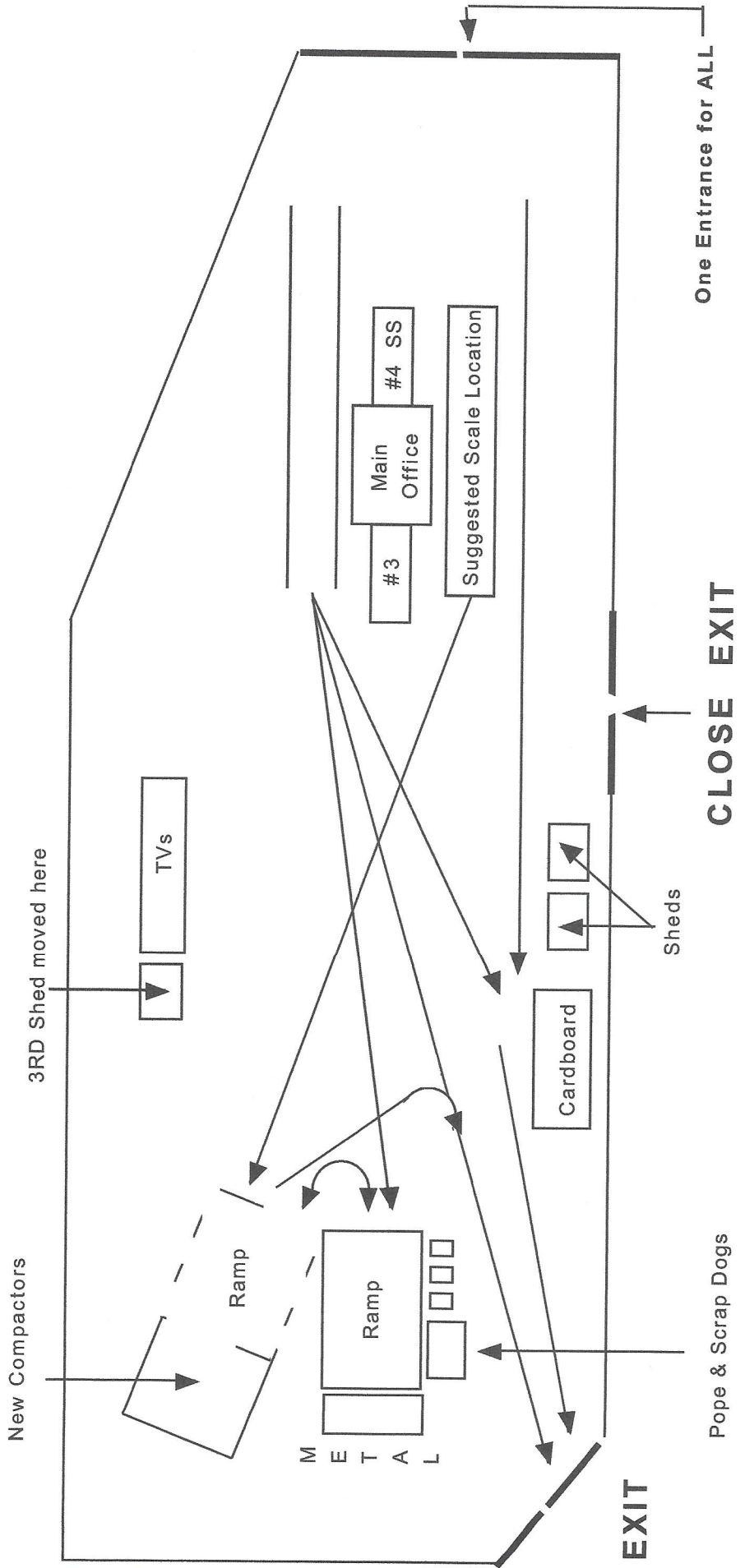
ADJOURNMENT

Basic Site Layout



Traffic Nightmare for Station Personnel

Basic Site Layout



Managable Traffic & Scale Monitoring

OHSTT Transfer Station

Monthly Meeting Feb. 2021

Feb. 2 Maine Municipal Association's Steve Cummings conducted an on-site safety inspection of all on-site buildings. He checked electrical, fire, and for any code issues. Inspection report attached.

Feb. 9 Closed - Snow

Feb. 10 Lady came in and demanded that her new sticker be relocated. She threatened to go to Thomaston's Town Office. I issued a new sticker free and installed it where she wanted it. No complaints to Board. In my opinion, this action was unacceptable for the following reasons; a) it is against our Board approved policy, b) the Board in this case is paying me to not do my job and uphold policy, c) I am hopeful that this action does not get out to other residents and we must treat everyone equal, d) the only positive in this action is that the Board did not receive a complaint. Is it worth it? NO, as the Board pays me to do my job and following policy is priority. A very small few are going to complain no matter what. Subject discussion is warranted as there are some dots to connect.

Feb. 11 Tractor wouldn't start. Tyler's Towing hauled it to Union Tractor. Logan from Union Tractor called the next day ready to pick up. I had Best Rate pick it up first thing Saturday morning. I had them do the annual service on it as well. Total \$1,350.94.

Feb. 16 Closed about half the day from 8:00 until about 12:45.

Feb. 24 Received a call from Maine Department of Labor and spoke with Neil Aston about Zach's attempt to collect unemployment. The call lasted about 20 minutes as I answered several questions and provided him with pertinent information above and beyond.

Matters of Discussion

Considering the applications submitted, I would appeal to the Board to reconsider hiring Rick Fales. When the decision to wear masks was made mandatory I was unaware that a face shield would meet that mandate. I give not give Rick that option. Since then I had bought Rick a face shield and had him try it. He said he could work with it. It is obvious that he has a nose problem and that a mask would not work. He did not have the opportunity to give a two week notice as the mandate was made immediately. As an employee, Rick was very dependable over the two and a half years of employment. He did not require supervision as he knew what had to be done and had tractor experience.

Appliances -----	9	2/1 = Jud, R&D, Robinson
TV's -----	11	
Tires -----	5	2/8 = Jud, R&D
Freon -----	4	
PC's -----	5	* 2/15 = Jud, R&D, Robinson
Monitors -----	5	
		2/22 = Jud, R&D

All TV's boxed and palletized,
 All Tires processed,
 All Universal Waste processed,
 All White Goods processed & receipts generated,
 All Single Stream managed (kept clean),
 All Ice walking access salted for safety, numerous times,
 All bulk metal processed,
 Cardboard constant processing,
 Snow and Ice removal for can load and place access,
 Can Management for weight targets,
 Snow & ice removal in all residential access areas.
 Stickers being sold

* Holiday pay for commercials

2021

Container # 2 Log

Date	Work Order	Final Pressure	Estimated Tons	Actual Tons	Comments
1-5	1785	1500	14.45	14.04	
1-12	1791	1500	13.54	15.44	
1-14	1796	1500	14.86	13.12	
1-20	1799	1500	14.48	13.27	
1-25	1807	1500	11.50	12.99	
2-1	1600	1500	13.39	12.63	
2-8	1815	1500	13.63	13.41	
2-10	1817	1500	14.00	13.54	
2-19	1821	1500	14.10	13.86	

2021

Container # 3 Log

Date	Work Order	Final Pressure	Estimated Tons	Actual Tons	Comments
1-7	1784	1800		14.93	
1-11	1794	1800		13.37	
1-15	1797	1800		10.53	
1-22	1801	1800		13.57	
1-26	1805	1800		14.01	
2-1	1809	1800		11.86	
2-8	1814	1800		13.26	
2-12	1818	1800		11.31	
2-18	1822	1800		13.77	
2-22	1826	1800		12.10	

2021

Container # 4 Log

Date	Work Order	Final Pressure	Estimated Tons	Actual Tons	Comments
1-15	1787	2000		5.57	
1-29	1802	2000		4.56	
2-12	1811	2000		4.33	

Bookkeepers Report



Owls Head South Thomaston Thomaston Solid Waste Corporation

25 February 21

1/29/21- Annual Town Assessments and the Commercial Hauler annual fees have been invoiced.

2/5/20 – The Bond funds in the amount of \$400,000.00 have been deposited into the Capital Improvement Account at The First National Bank.

2/22/21 – Received invoice dated October 30, 2020 from J K Kalloch for 2020/2021 Snow removal. Request authorization to pay this invoice with check date of December 31, 2020 to reflect on the 2020 Budget.

Will be speaking to Mindy Cry of Maine Municipal Audit Services on Friday, February 26, 2021 to ensure the Renovation Bond is recorded correctly in Quickbooks. Audit information will be sent to Maine Municipal Audit Services on Saturday, February 27, 2021.

2/25/20 – Request authorization to transfer \$4,500.00 and \$32,791.67 from the Operating Account to Capital Improvement Account as allocated on the 2021 Budget for Capital Improvement.

I have received all but 2 binders for updating. If you have not dropped your binder off at the facility, please do so at your earliest convenience.

Respectfully submitted,

Heather-Rae Steeves
Bookkeeper

J.K. Kalloch LLC

PO BOX 774
Rockland ME 04841

Invoice

Date	Invoice #
10/30/2020	7927

Bill To
Thomaston Transfer Station Attn: Steve

P.O. No.	Terms

Description	Qty	Rate	Amount
Winter Maintenance 2020-2021 Plow and Sanding Price Includes moving snow if needed; \$100 per time charge for extra sanding not related to storm or event "call ins"	1	4,500.00	4,500.00

			Total	\$4,500.00
			Payments/Credits	\$0.00
			Balance Due	\$4,500.00

Phone #	Fax #	E-mail
2075429447	207-594-4055	jkkalloch@outlook.com

Primary



Loss Control Survey



Steve Cummings

to Reg, me
9 days ago [Details](#)



MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive

PO Box 9109

Augusta, Maine 04332-9109

Telephone No.

(207) 626-5583

(800) 590-5583 Maine

Fax (207) 626-0513

2/4/21

Reggie Vokes Site Manager

Owls Head South Thomaston Solid Waste Corp.

34 Buttermilk Lane

Thomaston, Maine 04861

RE: 2/3/21 Visit

Dear Reggie:

Thank you for taking the time out of your busy schedule to meet with on February 3, 2021.

The purpose to the meeting was to conduct hazard and property surveys of the Operators Shed, Tool

Shed, Universal Waste Shed and TV Shed.

As a result of the survey, no hazards were identified. If you have any questions or if I can be of further service to you, please contact me at 1-800-590-5583, extension 2239.

Sincerely,



Our survey of your operation is to assist you in your loss control efforts. We do not assume responsibility for the discovery or elimination of all hazards that could possibly cause accidents or losses. Recommendations are developed from the conditions observed at the time of the survey and may not include every possible cause of loss. Compliance with these recommendations does not guarantee the fulfillment of your obligation under local, state, or federal law.

Steve Cummings, Senior Loss Control Consultant

scummings@memun.org

Maine Municipal Association

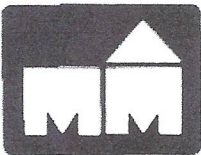
60 Community Drive

Augusta, ME 04330

Phone: 207-624-0116

Cell: 207-318-1401

3 attachments



[image001.png](#)



[image004.emz](#)

Owls Head, South Thomaston, and Thomaston



Solid Waste Corporation

OHSTT Solid Waste Board of Directors

Via Zoom Conference

Approved Minutes

Thursday, February 25, 2021

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

6:00 PM Meeting called to order.

Walter Reitz motioned to accept the minutes from January 28, 2021 as written. Zel Bowman-Laberge seconded. All in favor.

The Board discussed placement of the scale, how it effects traffic flow and 35' vs. 40' scale. Also discussed was the financing of the scale. Walter Reitz directed Heather-Rae Steeves to inquire whether to use the Contingency Fund or the Capital Improvement fund when speaking to Mindy Cyr, Auditor.

Bruce Colson motioned to table the discussion of the scale to contact David Hall from Northeast Scale and Chris Snowdeal from CES and hold a special meeting next week if necessary. Gordon Page seconded. All in favor.

Gordon Connell reported on behalf of the Personnel Committee that 7 applications have been received for the open attendant position. The Personnel Committee plans to meet on Tuesday to review and start interviewing applicants.

The Board discussed the rehire of former employee. The Board agreed to consider the rehire providing the former employee reapplies for the position.

Bruce Colson informed the Board, David Hall from Northeast Scale will meet with the Board at the facility on Saturday, February 27, 2021 at 9 a.m.

Zel Bowman-Laberge gave an update regarding the Thomaston Planning Board and the upcoming Site Plan Review on March 16, 2021.

Zel Bowman-Laberge informed the Board regarding a reporter wanting to do an article on the Facility Renovation Project. Zel Bowman-Laberge will set up a time for the reporter to meet with Bruce Colson, Chair and Gordon Connell, Vice-Chair.

The Facility Manager's Report was reviewed and discussed.

Heather-Rae Steeves, Bookkeeper reported that the fees charged for the Monday hours to the Commercial Haulers was not covering all wages paid out for the Attendant on duty.

Gordon Page motioned to increase the hauler fees to reflect the actual cost of Monday opening, to include holiday hours. Gordon Connell seconded. Walter Reitz, Gordon Connell, Gordon

Owls Head, South Thomaston, and Thomaston



Solid Waste Corporation

Page, Zel Bowman-Laberge, and Bruce Colson voted in favor. Ron Porter abstained. Motion carries.

The Bookkeeper's Report was reviewed and discussed.

Zel Bowman-Laberge motioned to authorize Heather-Rae Steeves to pay the invoice dated October 30, 2020 from J K Kalloch for the 2020/2021 snow removal in the amount of \$4,500.00 with the check date of December 31, 2020 to reflect on the 2020 Budget. Gordon Page seconded. All in favor.

Gordon Page motioned to authorize Heather-Rae Steeves to transfer \$4,500.00 and \$32,791.67 from the Operating Account to the Capital Improvement Account as allocated in the 2021 Budget for Capital Improvement. Zel Bowman-Laberge seconded. All in favor.

The warrants were previously reviewed and signed.

Gordon Connell motioned to accept the signed warrants. Gordon Page seconded. All in favor.

Heather-Rae Steeves, Bookkeeper, informed the Board, the Loan Billing Notice was received after the warrant had already been dropped of at the facility for their review and signatures and requests authorization to pay it.

Zel Bowman-Laberge motioned to authorize Heather-Rae Steeves to pay the Bond payment "Debt Service" in the amount of \$2,230.93 to The First Bank. Ron Porter seconded. All in favor.

Gordon Page and Zel Bowman-Laberge updated the Board regarding an inquiry for information about the current trucking contract.

Gordon Connell read a thank you email from Steve Cummings, Maine Municipal Association.

Gordon Page motioned to adjourn. Zel Bowman-Laberge seconded. All in favor.

8:07 PM Meeting adjourned.

Next meeting: March 25, 2021

Respectfully submitted,

Heather-Rae Steeves
Recording Secretary