

Sandy River Waste Recycling Association
Minutes of the Board of Directors Meeting
The Town Office in Chesterville
Thursday: March 17, 2011

Board Members present

Carthage:	Bob Weston	Chesterville:	John Worth
Dallas Plt.:	Nini Christensen	Farmington:	Denis Castonguay
Mercer:	Chris Holt	Mount Vernon:	Wayne Colebrooke
Rangeley:	Richard Brown, Sec.	Sidney:	Dan Robbins
Strong:	James Burrill	Temple:	Jo Josephson, Pres.
Weld:	Richard Doughty, Treas.	Wilton:	Hollis Tyler, Vice Pres.
SRRA manager:	Ron Slater		
Guests:	Steve Brown		

Quarterly Directors Meeting Agenda

I. Call to Order.

Jo Josephson called the Directors Meeting to order at 6:02 and welcomed back Jim Burrill as Strong's director. She noted the website had been updated comparing tonnages between towns and plans to add information on single stream recycling..

II. Clerk's Report.

Before approving the minutes, Nini Christensen made a motion to approve the Strategic Plan that had been discussed but not voted on at the January meeting. Chris Holt seconded her motion and it passed unanimously. Hollis Tyler made motion to accept the minutes and Nini Christensen seconded it and it passed unanimously.

III. Treasurer's Report.

Richard Doughty reported that we have 82% of the budget remaining with 84% of year remaining. We're still not out of woods yet but we're close to breaking even. On further saving measures, Ron Slater reported the energy efficient lighting was installed. John Worth made a motion to purchase power through Glacial Energy. Hollis Tyler seconded. The motion passed unanimously. Richard Doughty will contact Glacial Energy. Hollis Tyler made a motion to accept the Treasurers report. Chris Holt seconded. It passed unanimously. Richard Doughty would like to send out the bills now. Hollis Tyler made a motion to send out all of our bills to Towns now. Dan Robbins seconded. Motion passed unanimously.

IV. Managers Report.

a. Equipment/Facility

Not much down time with equipment. The catalytic converter was replaced in the skid steer.

b. Personnel

New employee doing well and will soon start driving the truck. Her health insurance came through this week. She and John Ireland will go for their forklift license at this year's MRRA conference

c. Markets and Materials

Prices are about same except for #2 plastic which saw an increase. Trucking prices are going up which is bad news. Tonnage is slow coming in this year.

V. Old Business

a. Compost Contract with State Planning Office Update.

(See Compost Committee report below)

b. Kingfield Update

Kingfield Director Doug Marble sent an email updating the board on its current situation; it indicated that Kingfield was going ahead on plans to switch to single sort. (See attached e-mail.) The pending loss of Kingfield led to a discussion on several actions SRRA should take to prevent further loss, including more plastics, metals and more news coverage.

VI. New Business.

a. Personnel Committee:

Members Steve Brown and Jo Josephson, using sample evaluation forms supplied by committee member Farmington Town Manager Richard Davis, have developed four forms for evaluating the manager and the other employees. The manager will review the other employees; the committee will review the manager. The goals of the evaluations are to help with the job, the workload, and job satisfaction. It was agreed that the board would review the forms and act on them at the next meeting. Ron will get feedback from the employees. Plans are to evaluate employees in June and the manager in October. It was noted that we will also need pre-employment drug screens in the future.

b. Compost Committee:

The State Planning Office has given SRRA a two part contract for \$7,500 with a June deadline. One part which will be undertaken by Manager Ron Slater will produce a video "train the trainer" on training master composters statewide. The other part, which will be undertaken by Richard Doughty, Chris Holt, Don Robbins and Jo Josephson, will develop a model business plan for public composting operations. The plan will look at sources of materials, tip fees, transport costs, the market for compost and what it costs to produce it. Richard and Chris will contact Hannaford; Jo will contact potential markets; at first we'll consider selling in bulk instead of bagging it. Dan will check other composting operations on tipping fees and the cost of screens. Ron has provided current time and tonnage figures. The committee will keep track of their hours.

c. Equipment & Facility:

Committee members Denis Castonguay and John Worth met with Manager Ron Slater. They reported that while truck maintenance is on schedule, maintenance costs are beyond our control. They recommended that the problematic skid steer should be replaced earlier than planned and that we need to look at the Capital Reserve Account; in the past, 25 percent of our revenue went to it and allocations used to float. We have gotten away from that. Currently the servicing of equipment is outsourced to good but distant repair shops but it is costly and time consuming. The committee has begun discussions with the Town of Farmington to use their shop and personnel which we would pay to service our trucks. We need to check with our insurance carrier as the liability would be ours. The committee needs to meet with the Farmington Selectmen.

d. Outreach:

Kimberly Truskowski and Jo met, with e-mail input from Nini Christensen and Hollis Tyler, to develop a survey of member transfer stations asking what needs they had and how they viewed SRRA's service. The board contributed comments to the draft survey. Jo will e-mail the survey to board members and asked they work with the attendant and selectmen in filling it out; she asked that they be returned before the next meeting. Dan Robbins made a motion to accept the amended survey. Dennis Castonguay seconded the motion and it passed unanimously.

VII. Adjourn Meeting

Meeting was adjourned at 8:08 PM

Next meeting will be at the Town Office in Dallas Plantation on May 19th at 6pm.

Respectfully submitted
Richard D. Brown, Clerk

