

# UNITY AREA REGIONAL RECYCLING CENTER

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Phil Bloomstein(Freedom), Dave McDaniel(Jackson), Meredith Coffin(Freedom)(ALT), Don Pendleton(Dixmont)(ALT), Greg Falzetta(Thorndike)(ALT), Jeff Reynolds(Manager), Rob Hogg(Troy), Beth Soucie(Unity), Ross Nason(Dixmont), Kip Penney(Knox), Michael Berry(Thorndike), Paige Zeigler(Montville), Sharon Hibbard(Montville)(ALT)

February 20, 2020

**1. Bring Meeting to Order:** Meeting brought to order at 1900.

**2. Agenda Adjustments:** Town of Montville email discussions added to discussions of the Strategic Plan.

**3. Approve January Meeting Minutes:**

- January 2020 minutes corrected.
- January 2020 minutes submitted.
- Moved for approval.
- Motion seconded.
- Vote all in favor.

**4. Manager's Report:**

Given by Jeff.

- Shipped a load of electronic waste.
- Cardboard and mixed paper shipped.
- Facility expansion quotes received and are less than the budgeted amount of \$10,000. In accordance with the authority given the facility manager the expansion project has been initiated with the installation of the first garage overhead door.
- Both a load of alkaline and a load of rechargeable batteries are ready. To ship soon.

**5. Chair's Report:**

- Budget Report
  - Normal month.
  - Purchased a quantity of battery shipment boxes.
  - Six weeks left in the fiscal year.
  - Budget travel line will be used to reimburse travel to inspect the expansion project container.
- Motion to approve the chair's report.
- Motion seconded.
- Vote all in favor.

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## 6. Old Business:

- Strategic Plan
  - Email string from Montville Selectman, regarding the possibility of Montville leaving the UARRC.
    - ⇒ Discussed the difference between capital vs. investment and how they relate to determining depreciation.
    - ⇒ Estimated value of the facility including land is approximately \$90,000.
    - ⇒ Estimated return to Montville is approximately \$2,000-3,000. Inability of determining actual amount until the 2020 audit report is completed and delivered sometime in the Spring of 2021.
    - ⇒ A motion was made to allow communication with Montville using the precedent of the Town of Brooks formula to estimate the amount of return to Montville. Also suggested that communications be conducted by the Board's Secretary to ensure that all communications be properly retained the UARRC records.
      - Motion seconded.
      - Vote all in favor.
  - Facility Expansion
    - ⇒ Expansion cost estimate came in at \$7,944.
    - ⇒ Motion:
      - To restart #1s and #s 3-7 ASAP. Facility manager has already prepared the facility to begin accepting them and has identified markets for each recycle stream.
      - Motion seconded.
      - Voted approved unanimously.
    - ⇒ Discussion of finishing the Strategic Plan by adding an Executive Summary and that the UARRC is actively seeking new customers both towns and commercial entities.

## 7. New Business: None.

## 8. Committee Reports:

- Strategic Plan - refer to above discussion.
- Facility expansion – refer to above discussion.

## 9. Wrap-Up & Assignments:

- Drafting and sending of letter to Montville.

## 10. Adjourn: Meeting adjourned at 2032.

Submitted by,  
Greg Falzetta