

Unity Area Regional Recycling Center

95 Leonard Road  
Thorndike, Maine 04986  
email: [uarrc@recycle.org](mailto:uarrc@recycle.org)

Phone: 207-568-3117  
Fax: 207-568-3119  
website: [www.uarrc.org](http://www.uarrc.org)

---

June 15, 202

1. Bring Meeting to Order: Meeting brought to order at 7:08 p.m.  
an in-person meeting at UARRC
2. Board Members & Alternates Present:

Phil Bloomstein (Freedom)	Michael Berry (Thorndike)
Diana Hauser (Unity)	Kip Penney (Knox)
Ross Nason (Dixmont)	Beth Soucie (Unity)
Robert Hogg (Troy)	Jenny Tibbetts (Jackson)
Jeff Reynolds (UARRC Staff)	Greg Falzetta (Thorndike-ALT)
3. Board Members & Alternates Absent:

Don Pendleton (Dixmont-ALT)	Jeri Roberts (Jackson-ALT)
Sharon Hibbard (Montville-ALT)	Paige Zeigler (Montville)
Eleanor MacMackin (Freedom-ALT)	
4. Agenda Adjustments:

Updates on Paige & Steve by Diana & Jeff (in regards to health situations)
5. Approve May Minutes:

A Motion was Made, Seconded and Approved
6. Manager's Report:

Between last Thursday and Friday, Mike was able to haul 3 loads of metal to AIM in Oakland. Mike said the 3 loads equaled 11,000 pounds. \* Mike charges a nominal fee of 65 cents per mile

Steve's knee surgery went well and he had his follow-up appointment Thursday, June 15. He has been back to work without any hinderance since last Tuesday.

We received payment for the load of plastic we shipped on 3/8/23 for \$4803.46.

We received payment for the load of OCC and Newspaper we shipped on 4/19/23 for \$1059.90

The Dep't of Labor was at the Warehouse on 6/8/23 for a safety inspection of the facility. There are many items that need to be addressed. Jeff passed out an itemized list of issues. \* Please see list at the Center.

Tuesday, June 13, 2023, we shipped a mixed load of 13 tons OCC and 9 tons of mixed paper. We will probably break even after hauling costs.

The Safety Check List from the Dep't of Labor prompted a discussion of our Safety Committee. People have volunteered to be on the Committee but never did any checks. So, we really don't have one and we need one. \*An agenda item for next month

7. Personnel Committee Report:

The Personnel Committee met Monday, June 5, 2023 at the UARRC Office.

present were Phil, Diana, Beth & Michael.

After several Personnel Committee Meetings and Board meetings spent discussing Advertisements for a Manager, Manager Duties and Responsibilities and a Bookkeeper's Duties and Responsibilities, we came to a consensus.

The Responsibilities and Duties and the Advertisement will be presented at the June 15th Board Meeting as a report from this Committee. (There is nothing new here, just a few reworded statements and subtraction of some redundant sentences.)

Thank you to Phil for all the spreadsheets!

The Advertisement regarding hiring a new manager will be sent out soon.

Interested parties can send resumes and personal information to Phil % the UARRC.

These will be, of course, confidential with Phil sharing applications to the Personnel Committee.

The position is being advertised as a 20 hour per week position. (Hours can be flexible) at \$20.00 per hour.

At this time, we are looking at a shared Manager/Bookkeeper Position with 2 Warehouse Staff members with Jeff being LEAD Warehouse Staff.

We discussed the interview process.

We discussed 'an offer of employment' with a 6 months evaluation after hiring.

Thank you.

Phil, Diana, Beth, Michael

June 15, 2023

The report was read. Spreadsheets outlining Manager & Bookkeeper Duties were distributed. A formal advertisement (for use in newspapers) was distributed. A Flyer advertising the Manager position was distributed. Phil will make extra copies and they can be distributed in Town Offices and Post Offices and on local Bulletin Boards by Board Members.

\*Copies can be obtained at the UARRC Office or by contacting Phil. He can email documents to you.

\*a change. The 'Flyer' states that resumes & letters of interest can be sent to:

Board of Directors  
% Unity Area recycling Center  
95 Leonard Road  
Thorndike, Maine 04986

8. Discussions:

There is some interest in crushed glass (sand) by the Road Commissioners.  
Some discussion and remarks concerning PERC & Fiber-Rite.

9. Strategic Plan:

Greg would like a commitment for a time line for possible grant proposals aligning  
with the Budget Committee's proposals.

This makes for more realistic planning in case there are opportunities to petition for possible  
grants.

10. Call for a Motion to allow for time-line alignment between the Budget Committee and  
Strategic Planning.

A Motion was Made, Seconded and Approved

11. Wrap Up & Assignments:

Board Members can distribute Manager Position Flyers. They are available at the UARRC  
or one can contact Phil.

Safety Committee discussion/formation of

12. Adjournment:

A Motion was Made, Seconded and Approved to adjourn at 8:30 p.m.

13. Minutes Submitted:

Diana Hauser (Unity) UARRC Secretary