

# UNITY AREA REGIONAL RECYCLING CENTER

95 Leonard Rd.  
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March 18, 2021

## **Attendance:**

Meredith Coffin, Phil Bloomstein, Mike Berry, Don Pendleton, Jeff Reynolds, Beth Soucie, Dave McDaniel, Diana Hauser, Paige Ziegler, Ross Nason, Greg Falzetta

1. **Bring Meeting to Order:** Meeting brought to order at 7:04 PM.
2. **Approve November Meeting Minutes:**
  - February 2021 minutes submitted.
  - Motion for approval
  - Motion seconded.
  - Vote Passed 6 (For)/0 (Against)/1 (Abstain)
3. **Agenda Adjustments:** None
4. **Manager's Report:**
  - For specific details refer to the submitted manager's report.
  - Shipped both mixed paper and cardboard.
  - Started accepting glass March 2, 2021
  - Approximately 5 55-gallon drums of glass collected.
  - After some initial teething problems, the glass crusher is working well.
  - Discussion ensued on the need to remove labels from glass containers, the quality of sand/finely glass? Need for a product use committee?
  - Changeover of duties is progressing.
  - Tin and aluminum were recycled to vendor this past month.
  - Recycled 1,300 lbs. of greenhouse plastic.
  - Bylaws that are posted on the UARRC website are out of date.
  - Discussion ensued on revising both the manager's and the financial reports
5. **Chairman's Report:**
  - 300 lbs. of non-PCB light ballasts recycled at \$0.05/lbs. profit.
  - Computers may start getting sent to Oakland, ME for recycling.
  - Discussion ensued for the need to have the Facility Manager added to the UARRC checking account, the requirement for bonding.
    - There was a motion made to add Jeff Reynolds as an authorized check signer on the checking account. Approved unanimous.
  - Discussion ensued for the need to change the UARRC checking account signatory authority to the Chair BOD and the Treasurer responsible for reconciling the account. Vote for unanimous.
  - Budget/Actual Report:
    - It was noted that some line items on the budget were reflecting over 100%

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expended.

## 6. Board of Directors Member Responsibilities

- Discussed
  - Board Officer Responsibilities
  - Board of Directors Member Responsibilities (attendance, voting, etc.)

## 7. Staffing Model:

- Discussed the duties specified for employees.
- The staffing model should be ready for 2022.
- Election of Officers
- Current standing committees
  - Personnel
  - Budget
  - Safety
- All other committees are ad hoc assignments.

## 8. Strategic Plan

- Community postcards should be out by 4/24/202.
- Other discussions tabled.

## 9. Other:

- Glass Crusher 6 Month Progress Report to DEP
  - Due to DEP ASAP
  - Secretary will complete draft report for review by BOD at next meeting prior to submission.
- Legislative Update
  - Received update briefing on:
    - Bill further regulating organic wastes
    - EPR Bill
    - Statewide plastic bag ban

## 10. Wrap Up/Assignments

- Glass Markets
- Strategic Plan

**Adjourn:** Meeting adjourned at 8:55 PM.