

UNITY AREA REGIONAL RECYCLING CENTER

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**February 18, 2021**

1. Bring Meeting to Order: Meeting brought to order at 7:00 p.m.
2. Board Members & Alternates Present:

Meredith Coffin (ALT Freedom)	David McDaniel (Jackson)
Phil Bloomstein (Freedom)	Diana Hauser (Unity)
Kip Penny (Knox)	Paige Ziegler (Montville)
Beth Soucie (Unity)	Michael Berry (Thorndike)
Sharon Hibbard (ALT Montville)	Jeff Reynolds (Manager)
Ross Nason (Dixmont)	Don Pendleton (Dixmont)

Board Members & Alternates Absent:

David Hogg (Troy)	Greg Falzetta (ALT Thorndike)
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3. Agenda Adjustment: go into executive session re: salaries
4. Approve January's Minutes: motion to accept, seconded, approved
5. Ad Hoc Committee to study new officers & their duties
  - \* Bylaws refer to an ad hoc committee recommending a slate of officers to be voted on
  - \* Bylaws also have a job description for those officers
6. Reading of Jeff's Center report
  - \* questions about # of visitors 103/104 per week; a seasonal drop off due to cold weather
  - \* questions concerning the glass crusher - an exhaust fan was installed due to dust from the machine; a fan & light were wired
7. Budget Report:
  - \* glass grant is over budget because of fan & light installation & new cord being ordered because cord is cold-sensitive & will not operate in winter warehouse temperatures. Much discussion about contacting the distributor & manufacturer. Will a new cord affect the warranty?
  - \* heating costs lower because of the heat pump
  - \* have not yet been billed for electricity costs from April, May & June, 2020
  - \* March is end of budget year
  - \* budget surplus - can send out smoke detectors & light ballast

#### 8. Glass Crusher questions & discussion:

- \* recommendation to start accepting glass March 2
- \* Study glass/sand to make sure it is safe
- \* what types of glass can we take? colored glass OK; all metal & plastic 'tops' & styrofoam must be removed (to avoid contamination); very clean glass; for now allow labels but may have to require removal in future
- \* good signage must be available so people know what the requirements are
- \* market is good for sand but there can be no contamination
- \* MERC may help fund required PPE for glass crusher operators
- \* MERC may also help fund new cord & fan.
- \* is storage available for glass? yes
- \* Mike is talking with/meeting with people in other states & comparing notes re: comparable glass crushers

#### 9. Responsibilities of Board Members:

- \* Members must understand responsibilities & be willing to & interested in attending meetings
- \* discussion of filling Board vacancies
- \* looked at bylaws re: vacancies
- \* Article III, Section D "Any vacancy on the Board of Directors shall be filled by appointment within 30 days after the vacancy occurs by the municipal officers of the municipality which he/she is to represent. A vacancy may be declared if a representative is absent from 4 consecutive regular meetings without his/her alternate present."
- \* Mike has already spoken to the towns of Unity & Troy about vacancies
- \* proposed a motion to have a secretary take minutes, take attendance & contact towns of discrepancies
- \* initial discussion of Board Officers & responsibilities (new Officers to be decided on in April or May)
- \* next meeting agenda: responsibilities of Board Members
- \* M. has sent out copy of job descriptions of Bd. of Directors

#### 10. Montville:

- \* tentative schedule for April 24 Montville Town Meeting; may be later (due to Covid) but needs to declare that by June 30.
- \* Paige needs volunteers to address postcards. Sharon & Diana volunteered
- \* meeting in Montville (in January) went reasonably well
- \* Montville wants to confirm that UARRC received a letter dated January 25th. Montville & Michael believe in EPR bill & hopefully MMA will support it.

- \* Dave will send a link to article about the proposed EPR legislation (Extended Producer Responsibility)
- \* A motion was made & seconded that “we accept unsigned email of February 17, 2021 as one and the same - the notice from Montville of their intent to withdraw in lieu of receiving the letter in transit of January 25 & 26.”
- \* Motion passed
- \* a motion was made & seconded to add an amendment to this motion - “This email/letter is UNSIGNED.”
- \* motion passed to add this amendment
- \* Sharon will meet with the town & say we accept this letter

11. Executive Session:

- \* began at 8:49 and ended at 9:32
- \* discussion of confidential personnel issues. no minutes taken
- \* a motion was made and seconded and passed “to accept personnel issues discussed; effective Tuesday, February 23, 2021 J’s salary is increased to \$16.55 hr. & S. is promoted to assistant manager at \$13.15 hr.”
- \* an amendment was proposed, seconded & passed to “increase S’s hourly rate to \$13.25 for 35 hours.”

12. Adjourn: Motion made, seconded & passed to adjourn

13. Minutes Submitted: Diana Hauser (Unity)