April 15, 2021

**1. Attendance:**

Meredith Coffin (Freedom – Alt)

Phil Bloomstein (Freedom)

Mike Berry (Thorndike)

Don Pendleton (Dixmont)

Jeff Reynolds. (UARRC Facility Manager)

Beth Soucie (Unity)

Diana Hauser (Unity – Alt)

Paige Zeigler (Montville)

Sharon Hibbard (Montville – Alt)

Ross Nason (Dixmont – Alt)

Greg Falzetta (Thorndike – Alt)

Kip Penny (Knox)

**Bring Meeting to Order:** Meeting brought to order at 7:03 PM.

**2. Agenda Adjustments**:

* Glass Product Use
* Six Month Report on Glass Crusher Grant to DEP

**3. Approve April Meeting Minutes:**

* April 18, 2021 minutes submitted.
* Add Kip Penny’s name to the attendance roster.
* Correct the spelling of Paige Zeigler’s last name.
* Motion for approval
* Motion seconded.
* Vote Passed Unanimous Yes

**4. Manager’s Report:**

* For specific details refer to the submitted manager’s report.
* One baler inoperable.
  + A discussion ensued on the Center’s 3 balers. The manager has stated that the inoperable baler has been problematic.
  + Discussion also included considering whether UARRC needs to plan on budgeting for a (UARRC new) used baler.
* Approximately 2 tons of glass processed.
* Shipped out mixed paper and cardboard. Received $70/Ton.
* Staff is working on preparing to send out an office paper shipment. Date TBD.

**5. Chairman’s Report:**

* For specific details, refer to the submitted chairman’s report.
* Budget/Actual Report
  + Audit/legal, cleaning items, small items line items are no longer appearing on report. Need to investigate why.
  + On April’s report the first line/first column was questioned as to correctness. Will investigate.
  + Within the contingency line item, it was suggested that $200 be used to pay for a UARRC Zoom account.
* Crushed Glass:
  + During meeting with USDA grant representative, it was discussed that she might have a market for our crushed glass.
    - The need for the crushed glass is to provide an inert material for lithium battery storage and shipment.
    - UARRC is required to send a 1-gallon sample to the lithium battery vendor for examination and analysis.
    - A motion was made to send out a 1-gallon sample to the lithium battery vendor for suitability testing. Seconded. Vote: For (5)/Against (1)/Abstain (1).
  + Crushed Glass Research
    - DEP considers crushed glass as inert fill.
    - Examples of the use of inert fill is as a drainage media, as a fine aggregate in a concrete mix, or as use in a sandblasting media.
  + A suggestion was made that instead of sending the media to a lithium battery vendor that UARRC sell the product for a $1/10 lbs. It was mentioned that UARRC is a nonprofit entity, and the selling of a product could affect that designation.
  + Discussed signage of crushed glass as “Inert Fill”.
  + Also suggested that no matter what the ultimate decision on the fate of the crushed glass that one 55-gallon drum be set aside for resident’s use.

**6. Election of Board of Directors Officers**

* Chair
  + Greg Falzetta nominated – refused nomination
  + Paige Zeigler nominated – accepted nomination.
  + Vote: unanimous for Paige
* Vice Chair
  + Phil Bloomstein nominated – accepted nomination
  + Vote: unanimous for Phil
* Secretary
  + Diana Hauser nominated – accepted nomination
  + Vote: unanimous for Diana
* Treasurer
* Meredith Coffin nominated – accepted nomination
* Vote: For (5)/Against (0)/Abstain (2)

**7. Board Member Responsibilities:**

* Attendance: If a member of the BOD misses 4 consecutive meetings without informing the Chairman or Vice-Chairman then the Secretary will report such to both the town who is represented by the member and the remainder of the BOD.
* Need to review the duties of the BOD as they haven’t been reviewed since 2013.

**8. Staffing Model:**

* The draft staffing model spreadsheet has been developed by Phil.
* Suggestion made to convert the spreadsheet into a fillable .pdf.

**9. Strategic Plan**

* Need to mail out last year’s plan to all members.

**10. Wrap Up/Assignments**

* Ross regarding visit of observers to see glass crusher.
* Begin working on revisions for 2021-2022 Strategic Plan
  + Consider scrap steel
  + Uses of crushed glass

**Adjourn:** Meeting adjourned at 9:10 PM.