

Unity Area Regional Recycling Center

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October 19, 202

1. Bring Meeting to Order: Meeting brought to order at 7:05 p.m.

2. Board Members & Alternates Present:

Diana Hauser (Unity)

Michael Berry (Thorndike)

Phil Bloomstein (Freedom)

Beth Soucie (Unity)

Kip Penney (Knox)

Jenny Tibbetts (Jackson)

Greg Falzetta (Thorndike-ALT)

Paige Zeigler (Montville)

Leigh Juskevica (Manager)

3. Board Members & Alternates Absent:

Don Pendleton (Dixmont-ALT)

Ross Nason (Dixmont)

Rob Hogg (Troy)

Eleanor MacMackin (Freedom-ALT)

Jeri Roberts (Jackson-ALT)

Sharon Hibbard (Montville-ALT)

4. Agenda Adjustments:

Phil would like a motion to authorize Leigh to sign checks (as Manager)

And that the name Jeff Reynolds is removed from any check signing.

5. Approve August Minutes:

a Motion was Made, Seconded and Approved

\*1 correction needs to be made. Kip Penney (Knox) did attend the August Board Meeting

6. Manager's Report October 2023:

We had 518 patrons visit in September and 256 the first 2 weeks of October

We shipped 10 gaylords of electronics and a truckload of OCC (9316 lbs) and mixed paper (32,898 lbs) in October and 1 truckload of OCC (43,124 lbs) in September. Another truckload of OCC / mixed paper is prepped and ready for collection tomorrow (Friday) or Tuesday. No weight on that load yet, but current prices are \$115 for OCC and \$35 for mixed.

We shipped 4 boxes of 8' bulbs 3 boxes of 4' bulbs and 2 boxes of incandescent/fluorescent 1 lightbulbs in September.

We also had a load of AC/Fridges processed and hauled by Mike to the scrap yard.

Todd Garnet came with his skid-steer and moved 10 pallets of crushed glass outside the Warehouse to make more room.

Casey started work on Tuesday & seems to be getting the hang of it.

SDS Books have been updated with the most current format.

Updating programs/procedures with the help of an OSHA self-inspection checklist.

7. Common Ground Fair Report:

The Common Ground Fair was held Friday, Saturday, & Sunday, September 22-23-24

The Fair was well-attended and there was a lot of traffic in and out of the Environmental Concerns Tent (where we were located).

The tent and set-up space was great.

A table, chairs, brochures and banner was borrowed from the UARRC.

There was a display of all the recyclable items the Center accepts.

Many people stopped by - to say hello, to chat, ask questions and express concerns.

There was a lot of frustration concerning lack of recycling centers in (it seems) most areas of the state.

The updated brochures were very helpful.

Working on a Mission Statement for the UARRC last winter was time well-spent. MOFGA's application process required one.

The application process began last March. We were accepted.

I paid an application fee of \$10.00 and a table/booth fee of \$108.00.

I paid this with a personal credit card and was reimbursed by UARRC. Thank you.

We had some trouble with our insurance status. Lisa at the Varney Agency in Unity straightened it out. She was very helpful and that help was much appreciated.

The complimentary passes were very difficult to figure out. They were finally sorted by a MOFGA Staff person. She was very helpful.

Table, Chairs, Banner, unused Brochures were returned to the Center.

Many, many thanks go out to Leigh, Eleanor, Ross and Kip who helped 'man' the table and answer questions. The heavy-lifting award goes to my husband, Paul, and grandson, Eli.

I do think it was worth doing. We provided information, education and publicity, not only for our own Center but recycling in general.

Thank you.

Diana Hauser 10-19-2023

8. Safety Committee Report:

Greg gave many updates.

He is working on safety policies and checklists. Greg has been extremely thorough.

Questions, Discussions followed. One comment made was that these safety checklists are very important and a huge part of a Manager's job.

9. Budget Committee Report:

A Budget vs. Actual Report was given by Michael. (Contact Mike for a copy)

Our accrued fines were taken out of surplus and not paid in installments. We have a Line Item showing we paid the fines. It is not 'buried'. Our mistake is visible and we are accountable.

We need to move forward in our purchase of the solar panels.

We need to have new/additional members for the financial committee.

Need to consider higher wages for our Staff. It is very hard to attract and keep Staff without higher wages - over & above minimum rates.

10. Agenda Adjustment Item:

Phil would like a motion to authorize Leigh to sign checks (as Manager)

And that Jeff Reynolds removes himself from any check signing.

A Motion was Made, Seconded & Approved

11. Executive Session to Address Personnel Issues:

Time: 8:05 to 9:05

12. File/Policy Updates:

Phil & Paige asked for a Motion to draft a Code of Conduct Policy

A ZOOM meeting will follow to approve it and explicitly give Leigh, as Manager, authority to enforce such Code.

Motion was Made, Seconded & Approved

13. Wrap Up & Assignments:

Phil & Paige - drafting a Code of Conduct Policy

14. Adjournment:

A Motion was Made, Seconded and Approved to adjourn at 9:20 p.m.

15. Minutes Submitted:

Diana Hauser (Unity) UARRC Secretary