

Minutes from the SWRC Meeting on Wednesday, August 3, 2016
5:05 pm - 6:30 pm at Readfield Town Office

Members Present: Darcy Whittemore - Secretary, Mark Birtwell, Stephanie Haines - Wayne Select Board, Tom Dunham - Readfield Select Board

Others: Eric Dyer - Readfield Town Manager and Transfer Station Manager, Aaron Chrostowsky - Wayne Town Manager

1. Roll call and determination of quorum; meeting started at 5:05pm
2. Review and approval of minutes from previous meeting, 5-4-2016 as submitted by Darcy Whittemore (motion to approve by SH, seconded by TD, approved by all)
3. Oral and written communications.
 - a. Up-date from Eric Dyer
 - i. Draft contract w/ Fayette - Eric outlined the draft contract doc & the 3 attachments to the document: memo, ordinance and fee schedule; Aaron brought up that there could be a change in certification by the state b/c adding Fayette might result in increased tonnage.
 - ii. Security cameras - 1 security camera will be installed at the TS; Eric emphasized that this is a tool for managing operations, not for supervising staff.
 - iii. Changes to Swap Shop operations - Eric presented the revised "Swap Shop Rules" which were developed based on the town of Belfast's, and are now posted at the Swap Shop. New Rules approved with a motion from SH & 2nd by TD, approved by all.
 - iv. General Operations - Eric had spent part of 3 - 4 days at the TS earlier in the summer in an effort to better understand operations & build rapport w/ staff; things have been cleaned & neatened up, receipt forms are now in triplicate; Eric would like to hire someone to serve as a substitute TS attendant when needed. New stickers are available for residents of each town.

4. Unfinished business.

- a. Update on signs being installed: the SWRC members agreed that the signs should be put up ASAP.
- b. Update on how demo fees are comparing with price increase: demo balance sheet showing improvement; still losing on shingles & tires.
- c. Update on scales: Eric working w/ U. of Maine engineering on developing a new layout of the TS, so scales have to wait until design figured out.
- d. Bin Covers - still don't work properly - Tom offered to meet w/ Doug Riley to see if a fix could be determined.

5. New business.

- a. SWRC meeting frequency - Eric would like more frequent input from the SWRC so we decided we would meet monthly through the fall on the 1st Wednesday of the month: Sept 7, Oct 5, Nov 2, 5 -6 PM
- b. Recruiting new SWRC members - SWRC members should try to recruit new members for the committee, esp for Readfield

6. Set next agenda. Possible items: discuss where to send the MSW (landfill or incinerate), draft Interlocal Agreement, review Hauler Agreement (raise fee to \$1,000/\$500 retainer?), review ordinance, review operations manual

7. Next Meeting: Wednesday, Sept 7, 5 - 6pm at Wayne Town Office

8. Adjournment - at 6:30pm, motion by SH, 2nd by TD

Respectfully submitted by Darcy Whittemore, August 24, 2016