

OHSTT SOLID WASTE Board MEETING

Date: March 27, 2025 Time: 7:00PM...Place: Thomaston Town Office (Selectman's room)

1. Call To Order
2. Recognize Guest.
3. Public Comments,

OLD BUSINESS

- 4 Vote on last meetings minutes
5. Update on E waste day
- 6.. Goals for 2025
7. Discuss and vote on 2024 audit

NEW BUSINESS

- 8. Discuss forming a committee to research combining the towns stump dumps.**
9. Workers Comp audit
10. Annual D.E.P report.
11. Report from personnel committee
12. Facility manager's report.
13. Bookkeepers report
14. Sign the warrant
15. Vote on the signed warrant
16. Set date for work session on 2025/2026 budget
17. Correspondence.
18. Any and all business to come before the board.
- 19.

. Set date for next meetings April 24, 2025 and May 22, 2025

ADJOURNMENT

Meetings may be viewed live @
TownHallstreams.com/towns/Thomaston me

MEMO

27 February 2025

RE: E-Waste Event

In researching the possibility of holding an E-Waste Event, speaking with Ronald Kramer from Computer Be Gone in South Portland and Wesley Arnold with North Coast Services in Hampden, I have found that companies do not work the events (like EnviroServ) as it is not cost effective. They do supply materials (pallets & gaylords) for the event and will pick up the E-Waste after the event.

As North Coast Services currently does our E-Waste, Wes and I discussed ideas for holding an event:

Location -

- **Holding at the facility seems to be the best and most cost effective option**
 - The facility is already set up for E-Waste
 - *Having the event at another location would require moving the gaylords to the container at the facility for additional unnecessary costs*

Date -

- **Saturday**
 - Facility is already open (9am-12pm)
 - Attendants already on site with knowledge of how to sort items
 - *Added traffic may cause issues due to location of the container*
 - *Added work load for attendants – Board members should be required to off set the work load for the Attendants*
- **Sunday**
 - *Residents may not be able to attend due to prior commitments*
 - *Attendant with the knowledge of how to sort items may be required resulting in added cost*

Promoting event-

- **We would use the same methods as we do with the Hazardous Waste Event**

Planning-

- **North Coast Services will drop off extra gaylords prior to the event and pick up after the event but before facility reopens**
 - North Coast Services would be able to pick up on Monday while the Attendant is on site but may require Attendant to stay a little longer for North Coast Services to pack up depending on the amount of E-waste.
 - Cost of regular pick up by North Coast Services is as follows:

| | |
|--------------------------------|---------------|
| ● TVs, monitors, laptops, etc. | free |
| ● Misc. electronic items | \$.15/lb. |
| ● Packing services | \$70.00 /hour |
| ● Transportation | \$100.00 |

 - *Normally we are charged for 3 hours of packing services*

Items that would be collected for the event:

- Computers, laptops, and tablets
- Cell phones and accessories
- Printers, fax machines, and copiers
- TVs, monitors, and projectors
- Keyboards, mice, and cables (@ \$.15/lb.

Costs for this event

- | | | |
|---|-----------------|-----------------|
| ◆ Handouts for event | | \$500.00 |
| ◆ Transportation for added gaylords | | \$100.00 |
| ◆ This charge could be avoided if we scheduled a regular pick up just before the event. | | |
| ◆ TVs, monitors, laptops, etc. | | free |
| ◆ Misc. electronic items @ \$.15/lb. | 350 lbs? | \$52.50 |
| ◆ Packing services @ \$70.00/hr | 5 hrs.? | \$350.00 |
| ◆ Transportation for pick up | | \$100.00 |
| ◆ I would estimate that the event, if held at the facility on a Saturday morning, would cost under \$1,500.00 per year. This cost could be placed in the annual budget as there would be minimal costs. <i>Revenue from TVs and monitors could be deposited regularly into the Hazardous Waste Account. This would more than cover the E-Waste event and help with the Hazardous Waste Event costs.</i> | | |

The E-Waste event and the Hazardous Waste Event both could use the same bank account (*Event Account*) to minimize the amount of accounts the Corporation holds with small balances. Separate reports and warrants would be used for each event.

**Thank you,
Heather-Rae Steeves
Bookkeeper**

Owls Head South Thomaston Thomaston Solid Waste Corp.

1st Annual



Event

Saturday, October 11, 2025

9AM - 12PM

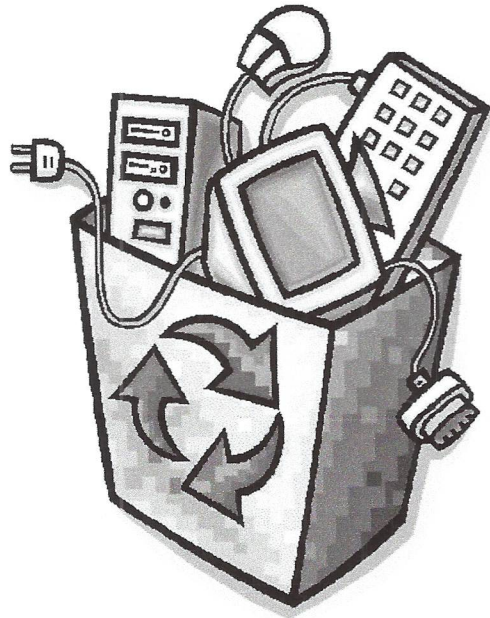
OHSTT Solid Waste Facility

34 Buttermilk Dr., Thomaston

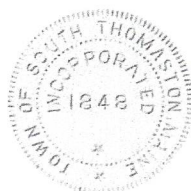
Free E-Waste drop off

Acceptable E-Waste

| | | |
|-----------|--------------|------------|
| Computers | Laptops | Tablets |
| Printers | Fax machines | Copiers |
| TVs | Monitors | Projectors |
| Keyboards | Mice | Cables |



Open to all residents of Owls Head, South Thomaston, and Thomaston
Thank you for all of your help in keeping our community clean!



Facility Manager's Report



OHSTT Solid Waste Corporation

February 2025

**Snowstorm Plowed (4) sanded
Lots of throwing salt dirt and shoveling
Solid yellow light on 2 (service) called Todd
Dummy light reset**

- **Monday Commercial Haulers**
 - **Jed Patten - 4 weeks**

➤

Submitted by,

Dave MacNeill
Facility Manager

Revenue & Expenditure Report

Revenue

| | | |
|--------------|-----|-------------|
| TV's | 8 | \$110.00 |
| water heater | 3 | \$30.00 |
| Freon items | 3 | \$40.00 |
| dishwasher | 1 | \$10.00 |
| Cleanouts | 1 | \$40.00 |
| Microwaves | 1 | \$10.00 |
| Stickers | 346 | \$17,300.00 |
| Tires | 7 | \$35.00 |
| Monitors | 1 | \$10.00 |

Total **\$17,585.00**

Expenditures

| | | |
|-------------|--------------|----------|
| RFS | toilet paper | \$121.31 |
| Wal-mart | ink water | \$193.19 |
| Staples | timecards | \$52.67 |
| Fabian | diesel | \$49.90 |
| Tractor Sup | gloves | \$22.58 |
| | | |
| | | |
| | | |
| | | |

Total **\$439.65**

2025

February

March

April

May

June

1/2/25

11.92

1/8/25

12.8

1/17/25

11.86

1/27/25

11.61

1/30/25

13.3

2/6/25

11.96

2/13/25

13.42

2/22/25

11.41

61.49

36.79

0

0

0

0

December

0

0

0

0

0

0

Container #2

2025

June

May

April

March

February

January

| | | | |
|---------|-------|---------|-------|
| 1/2/25 | 15.46 | 2/5/25 | 12.55 |
| 1/6/25 | 13.2 | 2/12/25 | 14.66 |
| 1/10/25 | 12.77 | 2/19/25 | 12.86 |
| 1/15/25 | 12.41 | | |
| 1/17/25 | 11.12 | | |
| 1/23/25 | 12.79 | | |
| 1/29/25 | 11.83 | | |

0

0

0

0

40.07

89.58

December

November

October

September

August

July

0

0

0

0

0

0

Container #3

2025

January

February

March

April

May

June

1/3/25 12.07
1/8/25 11.9
1/13/25 11.84
1/22/25 11.36
1/27/25 11.61

2/3/25 12.71
2/8/25 12.55
2/11/25 12.38
2/17/02 11.05

58.78

48.69

0

0

0

0

July

August

September

October

November

December

0

0

0

0

0

0

Container #4 - Single Stream

2025

January

1/9/25 5.04
1/24/25 4.04

February

2/7/25 4.48
2/21/25 3.73

March

April

May

June

9.08

July

8.21

August

0

September

0

October

0

November

0

December

0

0

0

0

0

0

Card Board

2025

January

1/3/25 1.18
1/3/25 1.32
1/6/25 1.28
1/9/25 0.79
1/10/25 0.67
1/17/25 1.19
1/22/25 0.66
1/24/25 0.54

February

2/5/25 0.59
2/4/25 1.11
2/11/25 0.94
2/18/25 0.65
2/21/25 0.93

March

April

May

June

7.63

4.22

0

0

0

0

July

August

September

October

November

December

0

0

0

0

0

0

Facility Manager's Report



OHSTT Solid Waste Corporation

February - March 2025

**Snowstorm Plowed (4) sanded
Lots of throwing salt dirt and shoveling
Solid yellow light on 2 (service) called Todd
Dummy light reset
N Coast TV'S - Batteries - Bulbs
3/6/25 Interstate (holding tank on hill)
Scrapdog containers repaired**

- **Monday Commercial Haulers**
 - **Jed Patten - 4 weeks**

➤

Submitted by,

Dave MacNeill
Facility Manager

Revenue & Expenditure Report

Revenue

| | | |
|---------------------|------------|-------------------|
| TV's | 10 | \$140.00 |
| water heater | 1 | \$10.00 |
| Freon items | 4 | \$55.00 |
| dishwasher | 3 | \$30.00 |
| Cleanouts | 3 | \$105.00 |
| Microwaves | 3 | \$15.00 |
| Stickers | 159 | \$7,950.00 |
| Tires | 4 | \$20.00 |
| Monitors | 5 | \$55.00 |

1680

Total

\$8,380.00

Expenditures

| | | |
|-------------------|------------------|-----------------|
| Interstate | | \$380.00 |
| Wal-mart | ink water | \$126.91 |
| Fabian | diesel | \$14.40 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Total

\$521.31

Container #1

2025

January

1/2/25 11.92
1/8/25 12.8
1/17/25 11.86
1/27/25 11.61
1/30/25 13.3

February

2/6/25 11.96
2/13/25 13.42
2/22/25 11.41
2/26/25 13.5

March

3/4/25 12.64
3/10/25 12.66

April

May

June

61.49

50.29

25.3

0

0

0

December

0

0

0

0

0

0

Container #2

2025

January

1/2/25 15.46
1/6/25 13.2
1/10/25 12.77
1/15/25 12.41
1/17/25 11.12
1/23/25 12.79
1/29/25 11.83

February

2/5/25 12.55
2/12/25 14.66
2/19/25 12.86
2/24/25 13.26
2/28/25 12.08

March

3/8/25 13.13
3/13/25 12.66

April

May

June

89.58

July

65.41

August

25.79

September

0

October

0

November

0

December

0

0

0

0

0

0

Container # 3

June

May

April

March

February

January

1/3/25 12.07
1/8/25 11.9
1/13/25 11.84
1/22/25 11.36
1/27/25 11.61

2/3/25 12.71
2/8/25 12.55
2/11/25 12.38
2/17/02 11.05
2/24/25 10.96
2/28/25 14

3/5/25 12.64
3/10/25 12.66

58.78

July

73.65

August

25.3

September

0

October

0

November

0

December

0

0

0

0

0

0

2025

0

Card Board

2025

January

1/3/25 1.18
1/3/25 1.32
1/6/25 1.28
1/9/25 0.79
1/10/25 0.67
1/17.25 1.19
1/22/25 0.66
1/24/25 0.54

February

2/5/25 0.59
2/4/25 1.11
2/11/25 0.94
2/18/25 0.65
2/21/25 0.93
2/25/25 0.86

March

3/5/25 0.94
3/7/25 1.34
3/12/25 0.8

April

May

June

7.63

5.08

3.08

0

0

0

July

August

September

October

November

December

0

0

0

0

0

0

.Bookkeeper's Report



Owls Head South Thomaston Thomaston Solid Waste Corporation

27 February 2025

1/23/25

- Sent payment in the amount of \$2,825.00 check #2733 to Performance Paving for the remainder of the 2023-2024 season.
 - **No other invoice received.**
- Received invoice #1088 from Cote's Landscaping in the amount of \$2,650.00 for plowing.
 - **Unclear who we are having plow this year.**

1/25/25

- Received letter from The Law Office of Paul Gibbons with a check in the amount of \$500.00. Unclear as to what it is for.
 - Emailed Paul Gibbons and the Board for more information regarding this letter and check

1/29/25

- Paid off the new loan in the amount of \$50,761.06.

2/19/25

- Received message from the Facility regarding the sticker fee read \$20.00 online the website.
 - Looking into the issue I found the following:
 - Our website is up to date
 - The Town of Thomaston has linked our website to theirs as intended by the Board
 - When you search Co-Operative Transfer Station (which is what is on the sign at the facility) it takes you to The Town of South Thomaston's website which has not been updated.
 - The Town of Owls Head website has not been updated as well.

2/24/25

- Received the Draft Annual Audit for June 30, 2024.

2/27/25

- Due to no response, contacted Paul Gibbons' office and spoke with his secretary regarding the letter and check received. She informed me that Paul is in the process of closing his office when they came across an account opened in 2014 for a DEP Violation of Inspection to which as been resolved. The check in the amount of \$500.00 was the remaining balance of said account in which Paul has reimbursed to OHSTT Solid Waste Corp.

.Bookkeeper's Report



Owls Head South Thomaston Thomaston Solid Waste Corporation

Updates:

- WC Payroll Audit has been completed.
- Set up auto pay for Central Maine Power.
 - Account 3501-4339-929 to be paid 10 days prior to due date of the 12th of each month with the maximum amount of \$100.00.
- Set up auto pay for Central Maine Power.
 - Account 3501-0375-034 to be paid 10 days prior to due date of the 12th of each month with the maximum amount of \$400.00.
- Set up auto pay for Central Maine Power.
 - Account 3501-6484-871 to be paid 10 days prior to due date of the 12th of each month with the maximum amount of \$500.00.
- Transferred \$10,000.00 from the Operating Account to the Hazardous Waste Account for the 23/24 & 24/25 Budgets.
 - 23/24 Budget in the amount of \$5,000.00
 - 24/25 Budget in the amount of \$5,000.00

Reminders:

- No reminders at this time

Requests:

- ***No requests at this time.***

.Bookkeeper's Report



Owls Head South Thomaston Thomaston Solid Waste Corporation

Current account balances as of today:

| | | |
|--|----|-----------------|
| Operating Fund – | \$ | 85,788.73 |
| Capital Improvement Fund – | \$ | 13,709.37 |
| Contingency Fund – | \$ | 7,396.41 |
| Hazardous Waste Fund - | \$ | 10,642.18 |
| Commercial Loan- | | (\$ 338,295.87) |
| New Loan- <i>Paid off (\$50,761.06)</i> | \$ | 0.00 |

Respectfully submitted,

*Heather-Rae Steeves
Bookkeeper*

.Bookkeeper's Report



Owls Head South Thomaston Thomaston Solid Waste Corporation

27 March 2025

3/27/25

- ➔ 2025 Property & Casualty Pool Utility Renewal Application completed and ready for review.

Updates:

- CMP auto pay did not take last months payment. Went on website and paid the difference between the amount due and the scheduled payment.

Reminders:

- No reminders at this time

Requests:

- No requests at this time.

Current account balances as of today:

| | |
|----------------------------|-----------------|
| Operating Fund – | \$ 71,235.83 |
| Capital Improvement Fund – | \$ 13,736.71 |
| Contingency Fund – | \$ 7,413.45 |
| Hazardous Waste Fund - | \$ 10,646.91 |
| Commercial Loan- | (\$ 336,859.56) |

Respectfully submitted,

*Heather-Rae Steeves
Bookkeeper*

Owls Head, South Thomaston, and Thomaston



Solid Waste Corporation

OHSTT Solid Waste Board of Directors

Approved Minutes

Thursday, March 27, 2025

Present: Bruce Colson (OH), Gordon Connell (ST), Zel Bowman-Laberge (T), Jeff Smith (OH), John Young (T) **Absent:** Jeff Northgraves (ST), Dave MacNeill (Facility Manager)
Guests: Mike James (Cushing Selectman), Nick Smith and Natalie Smith (Cushing Residents)

7:00 PM Meeting called to order.

Zel Bowman-Laberge motioned to accept the minutes from January 23, 2025 as written. Gordon Connell seconded. Jeff Smith, Zel Bowman-Leberge, Gordon Connell And Bruce Colson in favor. John Young abstained. Motion carries.

Heather-Rae Steeves gave an update on the E-Waste event. The Board tabled the discussion on the E-Waste event until the next meeting.

2025 Goals

- ★ Get the swap shop/ office wired for power and up and running
- ★ Paving the rest of the facility
- ★ E Waste Day
- ★ Require training for our crew
- ★ Strive to keep a zero increase for the upcoming 2025/2026 Budget

Zel Bowman-Laberge motioned to accept the June 30, 2024 Annual Audit. John Young seconded. All in favor.

The Board discussed the possibility of a consolidated stump dump for the three towns.
Items discussed:

- Land near the facility (Dexter St.? / 2 acre minimum)
- Metal moved with Demo/bulk waste
- Limiting contractors (Residents only)
- Forming a committee to look into possibilities
- Increased services
- Increased hours

Owls Head, South Thomaston, and Thomaston



Solid Waste Corporation

The Board discussed options for the Town of Cushing if they decided to use/join the facility with Mike James.

Zel Bowman-Laberge reported that the Town of Thomaston has shown interest in the possibility of a consolidated “Stump Dump”. The Board will reach out to the towns of Owls Head and South Thomaston to see if they are interested in a possible consolidation, then move forward accordingly. Discussion tabled until the next meeting.

Heather-Rae Steeves reported that the Workers’ Comp audit is complete.

Bruce Colson reminded the Board that the Budget is coming up and Cushing was welcome to observe the process.

Mike James informed the Board that Cushing is held up with the Bulk Waste issue but they are on board when the issue has been resolved.

The Board also reviewed the following regarding Cushing joining/using the facility:

- Non member (non voting Board members)
- Member (voting Board Members)
- The three towns must vote for Cushing to become member
- Town of Cushing must vote to become member

Bruce Colson reminded the Board that the Annual DEP Report needs to be completed as the due date is approaching.

Zel Bowman-Laberge informed the Board that she is willing to help with the report if needed.

The Board reviewed and discussed evaluations for Dan Jacques and Dave MacNeill.

Gordon Connell motioned to accept the evaluations and recommendation of a 5% raise retro to their anniversary dates for Dan Jacques and Dave MacNeill. Zel Bowman-Laberge seconded. All in favor.

Facility Manager’s Report reviewed.

Items discussed:

- Great job - snow removal/sanding
- Cardboard can painted
- Scrapdogs
- Lights on scale
- Can weights

Owls Head, South Thomaston, and Thomaston



Solid Waste Corporation

Bookkeeper's Report reviewed.

Warrants were reviewed and signed.

Gordon Connell motioned to accept the signed warrants. Zel Bowman-Laberge seconded. All in favor.

Zel Bowman-Laberge informed the Board that an estimate of \$3,900.00 was received from Scott Michaud to hook up the electrical to the swap shop but does not include the digging of the trench. Bruce Colson or Jeff Smith could dig the trench if one gets time.

Bruce Colson motioned to move forward with the electrical to the swap shop. Jeff Smith seconded.

Bruce Colson amended the motion to move forward with the electrical to the swap shop up to \$6,000.00. Jeff Smith seconded. All in favor.

Zel Bowman-Laberge will contact Scott Michaud to get on the schedule.

The Board set the date of April 3, 2025 for the 2025/2026 Budget workshop at 6 pm.

Gordon Connell motioned to adjourn. Zel Bowman-Laberge seconded. All in favor.

8:28 PM Meeting adjourned.

Respectfully submitted,

Heather-Rae Steeves

Recording Secretary