

## **OHSTT SOLID WASTE Board MEETING**

Date: April 24,2024 Time:7:00 PM...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. Further discussion on E Waste day.
- 6.follow up on workers comp audit.
7. follow up on D E P report.
8. update and further discussion on forming a committee for combining stump dump (solid waste facility )
9. final discussion on 2025/2026 budget.

### **NEW BUSINESS**

10. Report from personnel committee.
11. Report on the facility renovations.
12. Facility manager's report.
13. Bookkeepers report
14. Sign the warrant
15. Vote on the signed warrant
16. Correspondence.
17. Any and all business to come before the board.

. Set date for next meetings May 22,2025 and June 26, 2025

### **ADJOURNMENT**

Meetings may be viewed live @  
[TownHallstreams.com/towns/Thomaston](https://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**

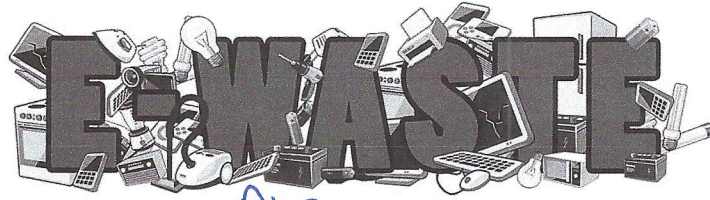
- |  |          |  |                 |
|--|----------|--|-----------------|
| ◆ Handouts for event   |          |  | <b>\$500.00</b> |
| ◆ Transportation for added gaylords  |          |  | <b>\$100.00</b> |
| ◆ This charge could be avoided if we scheduled a regular pick up just before the event.  |          |  |                 |
| ◆ TVs, monitors, laptops, etc.   |          |  | <b>free</b>     |
| ◆ Misc. electronic items @ \$.15/lb.   | 350 lbs? |  | <b>\$52.50</b>  |
| ◆ Packing services @ \$70.00/hr  | 5 hrs.?  |  | <b>\$350.00</b> |
| ◆ Transportation for pick up   |          |  | <b>\$100.00</b> |
| ◆ 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. 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. |          |  |                 |

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*

*8AM - 12PM*

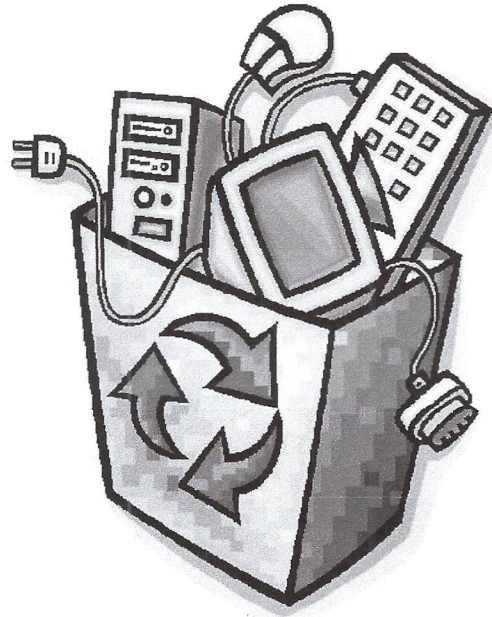
*OHSTT Solid Waste Facility*

*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!**



JULY 2023 -- JUNE 2024 JULY 2024 -- JUNE 2025

07/2025 -- 06/2026

		BUD		BUD		March	Projected
<b>INCOME</b>							1.3333333
Comm Haulers		\$4,000		\$4,250	6.25%	\$2,550	\$3,400
PT Waste	1	\$850		\$850	6.25%		\$850
R&D	2	\$850		\$850	6.25%	\$850	\$850
R Robinson	3	\$850		\$850	6.25%	\$850	\$850
Dodge	4	\$850		\$850	6.25%		
Patten	5	\$850		\$850	6.25%	\$850	\$850
Hazardous Waste				\$500		\$252	\$252
Off Hours		\$5,500		\$5,500	6.60%	\$2,046	\$2,728
Recycled		\$20,000		\$20,000	0.60%	\$10,827	\$14,436
Stickers		\$20,000		\$125,000	525%	\$81,990	\$109,320
Towns		\$784,647		\$784,647	0.00%		\$784,647
OH	26.00%	\$204,008		\$204,008	0.00%		\$204,008
STH	26.50%	\$207,932		\$207,932	0.00%		\$207,932
TH	47.50%	\$372,707		\$372,707	0.00%		\$372,707
Interest						\$1,283	\$1,711
<b>TOTAL INCOME</b>		<b>\$834,147</b>		<b>\$939,897</b>	12.68%		<b>\$916,494</b>
		\$0		Exp to Add to Surplus=			\$109,064
<b>TOTAL EXPENSES</b>		<b>\$834,147</b>		<b>\$939,897</b>	12.68%		<b>\$807,431</b>
Advertisement		\$1,000		\$500	50.00%		\$0
Clothing		\$1,000		\$1,000	0.00%	\$36	\$49
Contract Services							
Gordon Libby		\$265,920		\$308,920	16.17%	\$193,152	\$257,816
Can Rental		\$10,920		\$10,920	0.00%	\$7,980	\$10,920
Cardboard		\$50,000		\$65,000	30.00%	\$45,715	\$60,953
Fuel Charge		\$5,000		\$3,000	-40.00%	\$0	\$0
Metal		\$1,000		\$1,000	0.00%	\$43	\$57
Single Stream		\$25,000		\$26,000	4.00%	\$15,496	\$20,661
Transf Sta Disp		\$174,000		\$203,000	16.67%	\$123,918	\$165,225
EcoMaine		\$239,945		\$280,000	16.69%	\$189,943	\$253,258
Freon Removal		\$5,000		\$3,000	-40.00%	\$1,020	\$1,360
Recycling		\$1,000		\$2,000	100%	\$1,550	\$2,067
Hazard Mat Event		\$5,000		\$5,000	0.00%	\$11,493	\$11,493
Tire Removal		\$1,500					
Employee Training		\$400		\$400	0.00%	\$0	\$0
Insurance		\$15,000		\$15,000	0.00%		\$15,186
General Liability		\$8,500		\$8,500	0.00%	\$0	\$8,500
Workers Comp		\$6,500		\$6,500	0.00%	\$6,686	\$6,686
Office		\$4,650		\$7,200	54.84%		\$7,370
Postage		\$300		\$200	-33.33%	\$259	\$345
Quickbooks		\$1,500		\$1,500	0.00%	\$399	\$1,500
Stickers				\$1,400		\$1,239	\$1,239
Supplies		\$2,000		\$3,000	50.00%	\$2,183	\$2,911
Website		\$850		\$1,100	29.41%	\$1,032	\$1,376
Payroll		\$170,025		\$177,080	4.15%		\$188,412
Board Fees		\$28,253		\$29,102	3.00%	\$22,666	\$30,221
Operations		\$90,896		\$93,623	3.00%	\$82,771	\$110,361

BUD
\$4,250
\$850
\$850
\$850
\$850
\$850
\$500
\$4,000
\$14,000
\$40,000
\$784,647
\$204,008
\$207,932
\$372,707
\$1,454
<b>\$848,851</b>
\$0
<b>\$848,851</b>
\$250
\$600
\$271,420
\$10,920
\$62,000
\$1,000
\$500
\$22,000
\$175,000
\$270,000
\$2,000
\$1,535
\$14,350
\$400
\$15,655
\$8,500
\$7,155
\$7,100
\$300
\$1,800
\$500
\$3,200
\$1,300
<b>\$185,934</b>
\$30,557
<b>\$98,304</b>

\$0

-9.69%

Site Manager	\$38,986	\$40,156	3.00%	\$23,423	\$31,231
Other				\$943	\$1,258
Employee Taxes	\$10,250	\$12,460	21.56%	\$9,930	\$13,240
Employee Taxes	\$1,640	\$1,739	6.04%	\$1,576	\$2,101
Professional Fees	\$9,635	\$7,005	-27.50%		\$4,300
Annual Rep	\$35	\$35	0.00%	\$0	\$35
Audit	\$3,500	\$3,600	2.86%	\$0	\$3,600
Fees/Membership	\$1,100	\$1,100	0.00%	\$379	\$505
Legal	\$5,000	\$2,270	-5.08%	\$80	\$160
Maint/Repair	\$52,072	\$80,572	54.73%		\$55,426
Building	\$1,500	\$7,000	5.00%	\$1,201	\$1,601
Equipment	\$9,500	\$12,000	26.32%	\$3,718	\$4,957
Grounds	\$2,500	\$7,500	200%	\$2,378	\$3,171
Septic Improve	\$5,000	\$20,500	310%	\$0	\$10,000
Show Room	\$6,000	\$6,000	0.00%	\$8,125	\$8,125
Debt Service	\$26,772	\$26,772	0.00%	\$20,078	\$26,772
Fuel	\$800	\$800	0.00%	\$175	\$800
Utilities	\$12,000	\$12,220	1.83%		\$10,694
Electricity	\$7,500	\$7,500	0.00%	\$4,627	\$6,169
Septic	\$3,000	\$3,000	0.00%	\$2,193	\$2,923
Internet	\$500	\$720	44.00%	\$653	\$870
Telephone	\$1,000	\$1,000	0.00%	\$548	\$731
Contingency	\$50,000	\$40,000	-5.00%	\$0	\$0

\$42,164
\$13,083
\$1,826
\$6,835
\$35
\$3,700
\$1,100
\$2,000
\$55,272
\$2,500
\$7,000
\$3,500
\$5,000
\$10,000
\$26,772
\$500
\$12,500
\$7,500
\$3,000
\$1,000
\$1,000
\$5,000

7.63%

# ***Facility Manager's Report***



## ***OHSTT Solid Waste Corporation***

**April 2025**

**4/12 N coast tv's batteries bulbs**

**6 pallets tv's**

**5 boxes lamps**

**3 buckets batteries**

**4/17/25 Interstate ( 1500 gallon )**

➤ **Monday Commercial Haulers**

○ **Jed Patten - 4 weeks**

➤

Submitted by,

**Dave MacNeill**

**Facility Manager**

# Revenue & Expenditure Report

## Revenue

TV's	19	\$270.00
Freon items	7	\$105.00
dishwasher	3	\$30.00
Cleanouts	1	\$50.00
Microwaves	5	\$25.00
Stickers	230	\$11,500.00
Tires	13	\$65.00
Monitors	2	\$30.00

1910

**Total**      **\$12,075.00**

## Expenditures

Interstate	4/17	\$380.00
Wal-mart	ink water	\$56.37

**Total**      **\$436.37**

# Container #1

2025

January	February	March	April	May	June
1/2/25 11.92	2/6/25 11.96	3/4/25 13.95	4/2/25 15.19		
1/8/25 12.8	2/13/25 13.42	3/10/25 12.66	4/7/25 14.55		
1/17/25 11.86	2/22/25 11.41	3/19/25 12.03	4/10/25 12.39		
1/27/25 11.61	2/26/25 13.5	3/18/25 13.66	4/16/25 14.05		
1/30/25 13.3		3/25/25 15.87			
		3/28/25 14.08			
61.49	50.29	82.25	56.18	0	0
July	August	September	October	November	December
0	0	0	0	0	0

[illegible]

June

*April*

February

January

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

4/4/25	12.53
4/11/25	14.21
4/17/25	16.47

3/8/25	13.13
3/13/25	12.28
3/21/25	16.15
3/27/25	14.51

65.41

43.21

56.07

0

**August**

September

October

November

December

0 |

0

0 |

0/

Container # 3

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

58.78

February

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

73.65

March

3/5/25 12.64  
3/10/25 12.05  
3/31/25 11.9  
3/21/25 14.01  
3/17/25 12.28  
3/26/25 12.04

74.92

April

4/7/25 14.32  
4/10/25 14.39  
4/14/25 12.42

41.13

May

0

June

0

July

0

August

0

September

0

October

0

November

0

December

0

## 2025

January		February		March		April		May		June	
1/9/25	5.04	2/7/25	4.48	3/7/25	3.87	4/4/25	4.47				
1/24/25	4.04	2/21/25	3.73			4/18/25	4.15				
	9.08		8.21		3.87		8.62		0		0
July		August		September		October		November		December	
	0		0		0		0		0		0

# Card Board

2025

[illegible]

# *.Bookkeeper's Report*



## ***Owls Head South Thomaston Thomaston Solid Waste Corporation***

**24 April 2025**

**4/15/25**

- ➔ Received letter from Paul Gibbon's office stating the office has been closed and request permission to destroy the paper files or indicate what files are wanted to be returned to the corporation.

### ***Updates:***

- Auto payments for CMP have been corrected.

### ***Reminders:***

- Next evaluations:
  - Heather-Rae 6/10
  - John 6/30

### ***Requests:***

- ***Authorization to transfer \$20,500.00 from the Operating Account to the Capital Improvement Account as budgeted for in the 2024/2025 Budget.***
- ***Authorization to have the Hazardous Waste Event handouts printed.***

### ***Current account balances as of today:***

Operating Fund –	\$ 105,529.03
Capital Improvement Fund –	\$ 13,767.04
Contingency Fund –	\$ 7,432.37
Hazardous Waste Fund -	\$ 10,679.46
Commercial Loan-	(\$ 335,504.65)

*Respectfully submitted,*

*Heather-Rae Steeves*  
*Bookkeeper*



OHSTT Transfer Station &lt;ohstt367@gmail.com&gt;

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**The Law Offices of Paul L. Gibbons, LLC**

1 message

**Donna** <donna@attorneygibbons.com>

Tue, Apr 15, 2025 at 1:21 PM

To: "ohstt367@gmail.com" &lt;ohstt367@gmail.com&gt;

The Law Office of Paul L. Gibbons is now closed. The Maine Supreme Judicial Court has appointed Co-Receivers, Katherine Gibson, Esq. of Camden Law and Mara King, Esq. of the Board of Overseers of the Bar, to wind down Attorney Gibbons' practice.

Law practices must retain files for a certain amount of time before they can be destroyed. However, files can be destroyed before the legal time limit, if you, the client, give us permission to destroy.

The other option is for you, the client, to ask for the files(s) to be returned to you.

To accomplish that end, we are asking you to review the attached list of your files, from matters that Attorney Paul Gibbons handled for you. The codes next to the files are:

- CLO – the file is at Camden Law Office (available for pick up if you contact us and arrange a time);
- RMC – the file is in storage in Bangor and we will let you know when it is at Camden Law and available for pick up.
- NPF – There is no paper file – only digital information.

Most paper files are simply the paper trail of the process the matter went through in order to accomplish the desired result. You would have been given any important legal documents when the matter was resolved. Please give us permission to destroy the paper file or indicate what files you want returned to you.

Either bring the signed list into Camden Law or mail it to Camden Law, Attn. Donna, at 477 Commercial Street, Rockport, Maine 04856.

If you have questions, Donna is in the office on Tuesday and Thursday at 207-236-3325.

Donna Lewis, Legal Assistant

The Law Offices of Paul L. Gibbons, LLC

Tel. 207-236-3325

Email donna@attorneygibbons.com

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 **OH ST T SWC list of files.pdf**  
111K

matters 2025-04-10 16-51-22

Display Number	Description	Client Name	Practice Area	Open Date	Close Date	File Loc
2011-00154-Terry Colson Maine Human Rights	Terry Colson Maine Human Rights	Owls Head, S.Thomaston, Thomaston Solid Waste Corp	MUNICIPAL	06/14/2011	12/02/2013	RMC
2012-90237-Admin. - Thomaston, S Thomaston and Owls Head	Admin. - Thomaston, S Thomaston and Owls Head	Owls Head, S.Thomaston, Thomaston Solid Waste Corp	MUNICIPAL	03/20/2012	04/27/2021	NRF
2013-10416-Key Bank Loan	Key Bank Loan	Owls Head, S.Thomaston, Thomaston Solid Waste Corp	MUNICIPAL	09/16/2013	12/22/2014	RMC
2014-12234-Contract with Pine Tree Waste	Contract with Pine Tree Waste	Owls Head, S.Thomaston, Thomaston Solid Waste Corp	MUNICIPAL	02/10/2014	05/28/2014	RMC
2014-12667-Violation of Inspection 2014	Violation of inspection 2014	Owls Head, S.Thomaston, Thomaston Solid Waste Corp	MUNICIPAL	06/17/2014	12/23/2014	RMC
2015-12914-Construction Project	Construction Project	Owls Head, S.Thomaston, Thomaston Solid Waste Corp	MUNICIPAL	03/05/2015	03/05/2015	RMC
2016-12878-PERC Contract	PERC Contract	Owls Head, S.Thomaston, Thomaston Solid Waste Corp	MUNICIPAL	01/28/2016	02/28/2018	RMC
2017-12187-New Proposed Interlocal Agreement	New Proposed Interlocal Agreement	Owls Head, S.Thomaston, Thomaston Solid Waste Corp	MUNICIPAL	12/14/2017	05/09/2018	
CORP-20034-OW,ST, & T Solid Waste Corp	Owls Head South Thomaston & Thomaston Solid Waste Corporation	Owls Head, S.Thomaston, Thomaston Solid Waste Corp	CORPORATE	03/28/2012	05/31/2019	RMC

# ***Owls Head, South Thomaston, and Thomaston***



## ***Solid Waste Corporation***

### **OHSTT Solid Waste Board of Directors**

#### **Approved Minutes**

**Thursday, April 24, 2025**

**Present:** Bruce Colson (OH), Gordon Connell (ST), Jeff Northgraves (ST), Jeff Smith (OH), John Young (T), Dave MacNeill (Facility Manager)      **Absent:** Zel Bowman-Laberge (T)

**Guests:**

**7:03 PM** Meeting called to order.

*Gordon Connell motioned to accept the minutes from March 27, 2025 as written. Jeff Smith. Jeff Smith, Gordon Connell, John Young and Bruce Colson in favor. Jeff Northgraves abstained. Motion carries.*

*Gordon Connell motioned to accept the minutes from April 3, 2025 Work Session as amended. John Young seconded. All in favor.*

Heather-Rae Steeves gave an update on the E-Waste event.

The Board discussed:

- Logistics of event
- Event date
- Board members attendance
- Traffic
- Handouts

Board set the event date for August 23, 2025 at the facility from 8am to 12pm.

Heather-Rae Steeves reported that the Workers' Comp. Audit has been completed.

DEP Annual report has not been completed. Bruce Colson reminded the Board and Facility Manager that it is due at the end of April.

The Board discussed combining the Stump Dump facilities:

- Bruce Colson informed the Board that the Town of Owls Head is not interested in joining the combined Stump Dump as they have recently spent quite a bit of money upgrading

## ***Owls Head, South Thomaston, and Thomaston***



### ***Solid Waste Corporation***

their own facility but would not stand in the way of the other towns preceding with a combined facility.

- Jeff Northgraves reported that South Thomaston's reference is for the Board to take on the Bulk Waste in addition to the Solid Waste Facility
  - Run separately with a separate budget to be able to bill towns involved accordingly.
- Jeff Northgraves also informed the Board that South Thomaston is willing to offer up the land currently used for their Stump Dump to be used for the combined facility but would like to wait a year as they just implemented new procedures. The Board agreed it would take at least a year to get things set up for a combined facility.
- Bruce Colson informed the Board that Owls Head would entertain the idea of letting Cushing use their facility temporarily while the Board prepares an alternative.
- The Board discussed permitting for the adding of Bulk Waste as it would be easier for OHSTT to run the both facilities
- The Board agreed to form a committee. Bruce Colson stated he would like to see at least one civilian from each town to sit on the committee. Cushing has already volunteered to have someone sit on the committee. John Young and Jeff Smith volunteer to sit on the committee.

Gordon Connell informed the Board that South Thomaston's website still has the sticker fee as \$20.00.

Heather-Rae Steeves informed the Board that she has looked into the issue and informed the Board that Thomaston has put a link on their website that takes you to the OHSTT website but Owls Head and South Thomaston hasn't and they have not updated the information regarding the facility.

***Jeff Northgraves motioned to accept the proposed 2025/2026 Budget as indicated in the spreadsheet distributed by Jeff Northgraves. Gordon Connell seconded. All in favor.***

#### ***Facility Manager's Report reviewed.***

Items discussed

- Potholes taken care of
- Sticker sales
- Can weights

## ***Owls Head, South Thomaston, and Thomaston***



### ***Solid Waste Corporation***

#### ***Personnel Committee***

Gordon Connell reported that an attendant is currently incapacitated and possibly needing to open the position.

#### ***Renovations***

- Bruce Colson contacted Performance Paving regarding the paving of the facility to get on the schedule and will meet next week to review the project.
- Gordon Connell reported jacking up the new building for the swap shop.
- Once the building is in place, the Board will get the electrical started and Bruce Colson will dig the trench.
- Also need to fix the floor and windows.
- The Board discussed getting an estimate for the doors on the compactor building after the paving is done.

#### ***Bookkeeper's Report reviewed.***

- Letter from Paul Gibbons office.

***Jeff Northgraves motioned to authorize signature for all files to be picked up. John Young seconded. All in favor.***

***Jeff Northgraves motioned to authorize the transfer of \$20,500.00 from the Operating Account to the Capital Improvement Account as budgeted for in the 2024/2025 Budget. Gordon Connell seconded. All in favor.***

***Jeff Northgraves motioned to authorize the printing and purchase of the handouts for the Hazardous Waste Event. Jeff Smith seconded.***

***Jeff Northgraves amended the motion to authorize the purchase of a canopy, cashbox and dog treats for the event. Jeff Smith seconded. All in favor.***

#### ***Warrants were reviewed and signed.***

***Gordon Connell motioned to accept the signed warrants. Jeff Northgraves seconded. All in favor.***

#### ***Correspondence***

Jeff Northgraves took the opportunity to advertise for the Town Administrator position that will be open in June.

## ***Owls Head, South Thomaston, and Thomaston***



### ***Solid Waste Corporation***

John Young informed the Board of Thomaston had expressed concerns regarding Cushing temporarily using their Stump Dump with added traffic and the possibility of using the scale at the facility. The Board discussed the use of the scale and are open to the possibility.

***Gordon Connell motioned to adjourn. Jeff Smith seconded. All in favor.***

**8:13 PM** Meeting adjourned.

Respectfully submitted,

Heather-Rae Steeves  
Recording Secretary