

TOWN OF BELGRADE
TRANSFER STATION & RECYCLING COMMITTEE
MINUTES OF REGULAR MEETING
September 14, 2020

❖ Attendees/Distribution List:

NAME	EMAIL
Bruce Galouch (BG) – Committee Chair	bobtheplumberme@gmail.com
Tom Daniels (TD) - Secretary	tdanielsjr@gmail.com
Ken Scheno (KS) – Transfer Station Manager	kscheno@townofbelgrade.com
Ernie Merckens (EM) – Select Board Representative	emerckens@roadrunner.com
Christina Wilson (CW) – Committee Member	christinawilson10@hotmail.com
Katherine Couture (KC) – Committee Member	couture.katherine@yahoo.com
Michael Barrett (MB) – Committee Member	mebarrett2017@twc.com
Absent	
Rhaeto Pfister (RP) – Vice Chair	Bigrat63@gmail.com

* Transfer Station & Recycling Committee - TSRC

- ❖ Meeting held virtually via Zoom. Call meeting to order @19:01
- ❖ Review and approve minutes from August 10, 2020 meeting: BG Moves to accept as written. TD Seconded motion, Vote: 2 for, 0 against, 1 absent, 3 abstain.
- ❖ Possible Purchase of Paper Shredder: KS has received quotes for Level-2 commercial strip shredder following the recent shredding event. Cost for shredder would be ~\$4,500 to \$6,000. Recent shredding event resulted in approximately 1,730lbs of paper shredded and collected by a 3rd-party vendor. Service by a 3rd-party is performed at a cost to the Town. If shredding event is a continued service to residents and TSRC users, then purchasing a shredder could be a cost-savings after 3 to 4 years. MB asked how the shredder would be paid for. BG noted it could be added to 2021 budget or paid for from the TSRC capital reserve. Vendor noted that the first year is usually the lightest and that following years with added advertisement usually draw increased participation. CW noted that shredding can be considered as a service to the public/TSRC users and not necessarily a revenue stream. It's also easier for people to shred periodically vs. storing and saving documents for an annual event. Committee requested additional information on shredder pricing from KS. MB moves to table to next meeting. TD seconded. Vote: 5 for, 0 against, 1 absent.
- ❖ Set Meeting Dates to Discuss 2021 Budget: Regular scheduled meeting to discuss 2021 budget conflicts with Indigenous Peoples Day (October 12, 2020). BG moves to have meeting on October 1. TD Seconds. Vote: 5 for, 0 against, 1 absent.
- ❖ Review and Amend Committee Bylaws as Necessary: Committee intends to review Bylaws to include meeting attendance provision as requested by the Town Manager. Example language from the Library Board of Trustees was provided and discussed. Several new Committee members were attending for the first time and not all received the correct Bylaw language to review. Item tabled to the September meeting. TD to draft language and forward to committee by email prior to next meeting.
- ❖ Funding for Public Education: Committee discussed funding and various ideas relating to public education and outreach. Ideas discussed included: magnets, updating previous TSRC users guide pamphlets, Social media, accountability, signage, videos, links to Town website, and punch cards. KS noted that signage is often ignored and cardboard in the hopper remains an issue. KC expressed a willingness to support public outreach and assist TSRC staff with handouts and presence during events. TD recommends this item be a recurring discussion point during regular meetings. BG moves to table discussion regarding funding to the October budget meeting, TD Seconded. Vote: 5 for, 0 against, 1 absent.
- ❖ Other Discussion:

- Revenue Shortage: TSRC currently showing revenue of \$20,958.66. Budgeted revenue goal for 2020 was \$25,000. KS noted TSRC may still meet plan as magazines, newspapers, and latest bottle redemption are not reflected in current numbers.
- Paving RFP: RFP submitted. As of the date of the meeting only 1 contractor (Pike) had visited the TSRC to view site conditions. Bids due 9/29/2020
- Document Shred Event: Discussion summarized in items above.

❖ – Call Meeting to Close.TD moves, MB Seconds. 5 for, 0 against, 1 absent. Adjourn @ 19:43