

Transfer Site Committee Meeting

Wednesday, August 14, 2019

1. **Meeting** called to order by chair Bob S at 2:15.
2. **Roll call** established quorum. Attending: Gene Ratzel, Dale Koski, Bob Simonson, David Hughes, Susan Jansen, Bob Paszak, Donna Porter
3. **Agenda and minutes** of previous meeting approved
4. No one volunteered to be secretary, Susan Jansen became secretary by default
5. **Expense statement** reviewed by committee. Members found the report difficult to interpret, would like a better explanation of what each category includes and why expenses are listed in two separate categories. Request made for the Income and Expense report to include data from five years previous in order to make more accurate budget decisions, in addition to a summary of losses/surpluses over the previous five year period.
6. **Tire Agreement** from Liberty Tire was reviewed. Motion Dale/Gene to approve and send to Board for consideration
7. **Insulation bids**: Discussion resulted in agreement to seek out contractor and requests for revised bids that include the cost for labor for the insulation work in the transfer site warming shelter. Bob S will re-evaluate the measurements and create a spec sheet for the bidding process. Gene suggested an ad be placed in local paper for bidding, Bob P will contact local building centers for estimates and names of potential contractors.
8. **Overhead doors**: Clarification needed regarding the quote received, is it for insulated or non-insulated doors – doors need not be insulated. Committee asking Board to include 2 overhead doors, each with 3 windows, in the 2020 budget
9. Discussed the feasibility of charging by the pound for tvs, at a suggested 40–42¢ per pound. Charging by the pound would require the acquisition of a digital readout scale (cost approx \$125) The other possibility is to leave the charge as is, need to check with Judy to see what the costs are for hauling tvs before making recommendation. The Town pays 40¢ a pound for disposal. Other site charge fees approved with a few minor changes, Bob S. will adjust the list to reflect the changes.
10. **Wage** discussion deemed not appropriate for committee to consider, thought wage suggestions and recommendations under the purview of Eric P. The topic of employee annual review was discussed, committee consensus was that all employees, full and part-time, should be reviewed. Topic will be brought up with Chris Webb.

11. Winter Hours currently Nov 1 – April 1. Committee proposing a change to Oct. 1 – May 1. Change requested because of limited usage (Bob S has supporting data). Motion by Bob S/Dale to change winter hours to Oct 1 to May 1. Suggested changes to be posted on the Barnes website, signs posted at the transfer site, businesses, etc. for implementation if approved

12. Need for more directional signs that are portable, permanent, metal, 12X18

- #1 – one sign(portable)
 - Clean Recyclables Only
 - No Plastic Grocery Bags
 - No Household Garbage
- #2 – two signs – permanent
 - Exit with arrows
- #3 – one sign – permanent
 - Not An Exit

Check with Judy –who does signs for the town?

13. Budget Needs 2020

overhead doors \$6,800–\$7,200(2 estimates)

digital readout scale(\$125)

signs

extra costs for a proposed Transfer Site Free Day or Hazardous

Waste Day: additional manpower, rolloff,

Motion Bob S/Dale to present proposal for Transfer Site Free Day to the Board; motion passed

14. No future meeting date set

15. Motion Bob P/Bob S to adjourn. Motion passed, meeting adjourned 4:00

Note from 8/19/2019 Bob S email:

final income for the period Aug, 2018 – July 2019 was \$55263.98

Winter hours, 2 days a week

October 2018: \$4435.00,

November 2018: \$2470.00.

April 2019: \$3210.00,

May 2019: \$5540.00.

Nov 1 – Apr 1, we were only open 2 days a week. By closing a month earlier, expenses would drop significantly for those 2 months.