

--APPROVED--

**OHSTT Solid Waste Board
Thursday, March 28, 2019**

Present: Ronnie Porter (T), Skip Connell (ST), Bruce Colson (OH), Walter Reitz (ST), Beverly St. Clair (T), Reggie Vokes (Facility Manager)

Absent: Gordon Page (OH)

6:01 PM Bruce Colson called meeting to order.

Beverly St. Clair motioned to accept the minutes from February 28, 2019 as written. Walter Reitz seconded. All in favor.

The Board discussed cardboard in the MSW. Reggie Vokes informed the Board the situation was getting better.

The Board agreed to meet for a work session on April 18, 2019 at 6:30 pm to start updating the SOP Manual.

Bruce Colson motioned to go into Executive Session pursuant to 1 M.R.S.A. § 405 (6)(A) Personnel Matters. Gordon Connell seconded. All in favor.

6:17 PM Entered Executive Session.

6:26 PM Exited Executive Session.

Beverly St. Clair motioned to exit Executive Session pursuant to 1 M.R.S.A. § 405 (6)(A) Personnel Matters. Walter Reitz seconded. All in favor.

Walter Reitz motioned to approve an ad for the open 24 hour position at the facility. Gordon Connell seconded. All in favor.

Bruce Colson informed the Board that CES is working on a draft to finalize the renovation plans and should have them ready for approval in April.

Beverly St. Clair informed the Board of the information the Town of Thomaston were looking for regarding the renovation of the facility: detailed plans, cost, etc.

Bruce Colson informed the Board that they will have a meeting with the 3 Towns to go over the final plans and costs before the 3 towns go to vote.

Gordon Connell informed the Board he has contacted Patrick Mellor regarding bonding for the renovation but Patrick is currently on vacation.

The Board reviewed and discussed the Facility Manager's Report with Reggie Vokes (Facility Manager).

Heather-Rae Steeves (Bookkeeper) reported she has started scanning and archiving paperwork on a flash drive and that all information has been sent to the Auditor for the December 31, 2018 Annual Audit Report.

Bank reconciliations were reviewed and signed.

Heather-Rae also reported she needed a letter signed by the Board for the removal of the former Treasurer from the bank accounts and a new Treasurer needed to be appointed.

Heather-Rae presented such letter. The Board reviewed and signed.

Heather-Rae also requested approve to open accounts at NAPA Auto Parts and at Fabian Oil (fuel for tractor). The Board approved.

The Warrants were reviewed and signed.

Walter Reitz motioned to accept the signed warrants. Gordon Connell seconded. All in favor.

Gordon Connell reported receiving compliments on the running of the facility.

Walter Reitz motioned that he will sit as Secretary on the Board. Gordon Connell seconded. All in favor.

Beverly St. Clair motioned that she will sit as Treasurer on the Board. Walter Reitz seconded. All in favor.

The board will present the plaque to Peter Lammert at the Thomaston Select Board meeting on April 8, 2019.

Gordon Connell motioned to adjourn. Walter Reitz seconded. All in favor.

7:18 PM Meeting adjourned.

Respectfully submitted,

Heather-Rae Steeves
Recording Secretary