

**Draft Minutes**  
**Casco Naples Bulky Waste and Transfer Station Council**  
**November 21, 2019**

**Members:** Alice Darlington, Richard Cross, Grant Plummer, Jerome Poulin and Ashley Hanlon

**Staff:** John Hawley, Courtney O'donnell, John Kimball and Diane Hanscom

**Meeting to order:** November 21, 2019 7:02 p.m.

**Secretary:** Diane Hanscom

Alice asked if everyone read the minutes.

**Motion:** Grant motioned to approve October 10, 2019 minutes.

**Vote:** Richard seconded, all in favor.

**Public participation:** Tom Mulkern spoke at the meeting to stand in for Bill and Katie Chute owners of Trashman as they could not be at the meeting, they own a trash hauling business. They sent a letter with Tom addressed to the council to represent their interest in regards to the meeting. Jodi Paul from RRR and Richard Mains from Mains and Sons Property Management introduced themselves, the three businesses are trash haulers for Casco and Naples residents, they are concerned the council may implement tipping fees on trash haulers.

Alice read the next four planned council meeting dates and times.

**Motion:** Grant motioned to approve the planned council meeting and dates. January 9, 2020, April 9, 2020, July 9, 2020 and October 8, 2020.

**Vote:** Richard seconded, all in favor.

- The council reviewed the facility administrators report. LED lights have been installed on the outside of the garage.
- Alice asked if the no stickers on vehicles is it still an issue, John K said it will always be an issue unless we make a policy to be able to discipline people, Alice said it has always been a rule.
- Alice asked about the body cameras at the facilities, John K said he bought four of them, one for each employee. John H said when customers complain he gets two different stories, the cameras will tell the truth.
- Alice asked about fees and rules for the commercial trash haulers on the agenda, John K said the council asked the staff to gather information to see if we will adopt tipping fees for the trash haulers. John K has information for the cost of transportation for trash hauled from the Transfer Station for the month of September, it's around \$74.88 a ton just for the transportation costs, that doesn't include what the towns pay for tipping fees. Alice said we allow it because the trash is from homes in Casco and Naples tax payers. John K said it is not just commercial haulers it is businesses too. Courtney said the agreement allows normal commercial sources; it also states you can implement a tipping fee. John K said if you add everything, rent, haul fees, and tonnage fees the cost to get rid of our trash trailer is about \$170.20 per ton.

## 2.

- Tom Mulkern said they are doing a service for the taxpayers; it saves the Transfer Station four to five hundred customers driving in the Transfer Station to dispose of their kitchen trash. Alice asked the haulers if the trash they bring in is from homes not commercial businesses, John K said he knows Trashman picks up at least one business, Tom said yes, they do, Alice said as long as they aren't picking up commercial trash, she thinks it's fine, all three trash haulers said they pick up from commercial businesses. Grant said it is hard to track where the trash is coming from, you also can't see what's in the trash being dumped in the hopper. The council needs to work through this, maybe have the commercial trash haulers go across the scale to understand the volume that's going in the hopper. Grant asked what figure John K came up with to charge the trash haulers if we did, John K said \$170.20 per ton.
- Grant stated we are going to have to deal with the safety of how the trash is dumped into the hopper, we may want to be careful where OSHA may not approve opening the gate at the transfer station so the commercial trash haulers can dump into the hopper, Alice said that gate is not supposed to be opened, it is not safe.
- Courtney and John H said there are many issues with the agreement conflicting with the operations manual, residents and taxpayers in the operations manual and the joint agreement doesn't mention residents and tax payers it just defines municipal solid waste as household and commercial sources. The agreement needs to be clarified and the council should look at it prior to going before the Towns people for amendment, if you want to say no to commercial businesses you need to amend the agreement. Grant agrees, we need clear definition what is commercial and what isn't.
- Alice said the trash haulers need to sign a contract like they have in the past, they need to give the towns a customer list of who they pick up from and what town, they need to agree to go by the Town rules.

**Motion:** Grant made a motion to approve all trash haulers sign a contract with the facility semiannually to be developed by the facility and combination of both town managers and have legal reviews. The haulers will do a test run to go across the scale and weigh for the month of December.

**Vote:** Richard Cross seconded, all in favor.

- John H drafted some language in the Operations manual which references how we will deal with people using the facility not compliant with our standards and policies, John H read the new language he drafted. It would be up to the council to determine if the violation stands and what other action they're going to take at that point.
- Naples will be issuing new stickers for the facilities April or may and will be going to a two-year cycle.
- Courtney would like it clarified in the Operations Manual and Joint Agreement tax payer verses resident, just because you own two property's you should still only get one book of coupons. Courtney would like guidance from the council what they would like to see the definition mean, should it be resident or tax payer.

**Motion:** Grant motioned to approve the amended Operations Manual on November 21, 2019.

**Vote:** Richard seconded, all in favor.

- The council would like a list from the facility of all the identified businesses / haulers, the council will go over that list in the future.

### 3.

- John K said D.E.P. does not allow trash to be hauled into either facility and dumped when they are closed, Alice said they should not be. John H asked what the D.E.P. license says about commercial businesses / haulers using the Transfer Station, Grant asked John K to look into this.
- Courtney said the operations manual states personnel are Town of Casco employees, further down in the same manual it states the council shall adopt written procedure to govern hiring, firing and performance reviews which is personnel. Courtney would like a formal vote from the council to make her the designated administrator being the Town manager of Casco and to adopt the Casco personnel policy as the formal procedures for the employees.

**Motion:** Grant motioned to make the Casco Town manager designated administrator for the Bulky Waste and Transfer Station employees and to adopt the Casco personnel policy as the formal procedures for the Bulky Waste and Transfer Station employees.

**Vote:** Alice seconded, all in favor.