

Draft minutes

Casco Naples Transfer Station Council

April 11, 2019

Members: Alice Darlington, Richard Cross, George Klauber, Ashley Hanlon, Paul Edes and Jerome Poulin.

Staff: John Hawley, David Morton, John Kimball and Diane Hanscom.

Secretary: Diane Hanscom

Meeting to order: 7:00 p.m.

Alice asked if everyone read the last meeting minutes from April 12, 2018.

Motion: Richard Cross made a motion to accept April 12, 2018 minutes.

Vote: Paul Edes seconded, all in favor except George Klauber abstained where he wasn't at that meeting.
Vote 5 to 1.

Alice asked about the facility report, John said he didn't have one for this meeting.

Alice asked if the budget was done. John Kimball explained Pine Tree Waste was going up considerably on the garbage trailer pull cost and rent of the trailer, he has a contract to sign if the council passes the increases. The cost to haul the garbage as of July 1, 2019 will be \$533.46 per pull and the trailer rent will be \$1,200.00 per month, Pine Tree will be going up to \$160.00 per pull for the Demo and OBW and the cost per ton for disposal will be \$75.00. John said the costs will be going up for the next three years. John would like to keep Pine Tree Waste as the hauler for our garbage trailer, Demo and OBW bins and Almighty Waste to haul our Recyclables and cardboard. Almighty will be going up to \$150.00 per pull and disposal fee will be \$75.00 per ton. The number of pulls per year depends how many bins get filled up, last year we filled 82 demo bins and 111 OBW bins. Dave explained if the council approves the budget you're approving the new prices and keeping the current haulers. Alice asked if we approve will this mean we are approving the contract prices for the next three years. Dave told John before we sign any contract we need our attorneys look at it, the contract needs specific language in there that says "Subject to annual municipal appropriations", even select boards can't commit to multiyear contracts without town meeting approval unless that language is in it. Ashley asked if Pine Tree Waste would do a one year contract or will they only do a three year one, John said he hadn't talked to them about a yearly contract. John Hawley asked John Kimball if from now on he could do a competitive bid process instead of asking for quotes, that would force vendors to sharpen their pencils.

Motion: George made a motion to accept the recommendations to go with Pine Tree Wastes three year contract pending legal review.

Vote: Richard seconded, George said the problem with approving the three year contract John can't go out and look for better prices. All in favor except for George being opposed, he would rather John look for better prices annually, we will be locked in a contract for three years. Vote 5 to 1.

Alice asked if there were any more questions pertaining to the budget.

Motion: George Klauber motioned to accept budget as proposed, at a bottom line total of \$588,945.78.

Vote: Richard Cross seconded, all in favor.

Diane asked if the council will authorize Harriet Naples Finance director to close the Transfer Station checking account, and all monies left in the Transfer Station checking account to be transferred to the Bulky Waste checking account. The Transfer and Bulky Waste used to have separate checking accounts now that they are one entity we only need one checking account.

Motion: George Klauber motioned to close the Transfer Station Checking account and transfer the remaining monies left in it into the Bulky Waste checking account.

Vote: Richard seconded, all in favor.

Diane asked the council to write off the debt Glenn Maines has on his commercial account at the Bulky Waste; it is a total of \$8.37. He has not been in for almost two years, if he does come in he will be paying cash or coupons, he will not be charging anymore.

Motion: George motioned to write off Glenn Maines overdue balance on his commercial account, a total of \$8.37, also close his account with the Bulky Waste.

Vote: Richard seconded, all in favor.

John asked if we could raise brush prices up to five cents per pound from two and a half cents per pound. He explained how they spend too much time cleaning out the brush pile of debris that doesn't belong there because customers throw everything in the brush pile knowing its half price. Getting rid of brush is not free anymore, the vendors we use charge us to grind and take the brush. George would like to change the price on the coupon books Naples gives to its residents. He asked John Hawley if they could hand out an informational sheet explaining brush is now five cents per pound instead of two and a half cents per pound, John said they will do that.

Motion: George motioned to bring the brush disposal price up to five cents per pound for residents, out of town customers will pay the normal seven and a half cents a pound they have been paying right along.

Vote: Richard seconded, all in favor.

John would like to see the fees for out of town customers go up to cover the cost of the disposal fees and pulls from the vendors at the Bulky Waste and Transfer Station; he's asking nonresident non-stickered customers pay seven and a half cents per pound to nine cents per pound. Dave explained if we're going to increase the tip fee we should do it in increments, we could increase out of town and non-stickered rates up one cent to eight and a half cents per pound and see how that carries us this year, and there has never been a rate increase at the Bulky Waste since we opened.

Motion: George motioned to go up on the disposal fee for out of town and non-stickered customers to dispose of their waste at the Bulky Waste. The fee will go up from 7 ½ cents per pound to 8 ½ cents per pound.

Vote: Richard seconded, all in favor.

John Kimball asked the council if there was a way we could ban a recycling customer from the facility after being asked several times to leave when shopping is over. Dave said you need to put up signs posting when shopping/recycling is over. If you then have issues with a recycler then you contact the Casco town manager or the Naples town manager and have them contact the recycler letting them know they're welcome to recycle but if you're not out by 4:30 we are going to have to stop you from recycling. John Hawley said people forget using the Bulky Waste is a privilege not a right; we have a way to revoke that privilege.

John Kimball asked the council to approve buying a second spare recycling bin for the Transfer Station, we have one spare, and a second one would help considerably. John received two quotes, one \$7,828.00 and \$8,450.00 delivered, both are universal so will fit our equipment. Diane mentioned Calvin Nutting when he was on the council asked that they put money aside for the recycling bins from the savings which is a substantial amount. George asked how much money was in the capital reserves, Dave didn't know where we don't have the audit report, Dave thinks there's over a couple hundred thousand dollars in it. Dave asked John Hawley to get everyone an audit report, John said the auditors just finished 2017 report and will get one to everyone.

Motion: George motioned to buy a second spare recycling bin for the Transfer Station for \$7,828.00 including shipping.

Vote: Richard seconded, all in favor.

John asked if he could replace and repair gates and fencing at the Transfer Station and the Bulky Waste. The cost of the quote he received is \$7,500.00. George would like to see John put these kinds of expenses in the budget as fence maintenance.

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Motion: George motioned to use the undesignated fund money to repair and replace fences at the Transfer Station and Bulky Waste, to spend up to and not to exceed \$7,500.00.

Vote: Richard seconded, all in favor.

John Hawley asked if there were established reserve accounts for things like loader replacement and scale replacement. Dave said it was all combined into one Capital Reserve.

John Hawley and Dave have been talking, the new Bulky Waste and Transfer Station auditor has looked at our operation differently than any of the past auditors; they are suggesting that the legal entity we created isn't appropriate for what we are doing. We need to invest some time between auditors and legal counsel to get a clear reading on it. Basically the auditors are saying our association the way we are set up doesn't allow them to do the kind of reporting they want and Dave doesn't understand it all, our arrangement was drawn up by legal counsel when we started. It is something we need to look at and don't have a great deal more information other than something we need to come back to the council at some point and time with. It may require a different inter local agreement arrangement between the communities, this is to be determined. John Hawley read what the 2017 audit report stated under managerial comments, like Dave said it is different than what the agreement we have now. John Hawley said we can run it through MMA legal first to get a free opinion; we can take that information and go from there. If we aren't satisfied with what they give us then we will have to spend some money for our attorney or Casco's, Dave said we will have both legal firms looking at it. John said the auditors explained the common general principles have changed over the last twenty, twenty five years so their standard might be different than when the agreement was initially put together.

George and Alice asked about paving the Transfer Station, John Kimball said he had a list of items that needed attention. Paving or digging the bad places up at the Transfer Station and putting gravel down and getting a good surface will definitely help at the Transfer Station. Concrete pads at the Bulky Waste are all busted up and a retaining wall by the shingles is ready to fall over. Dave told John some of the items on his list should be worked into the regular operating budget, anything under \$7,500.00 threshold should be something you look at in your annual operating budget; maybe you'd need a general facility maintenance account. You would put a certain amount in every year and apply to some of those on your list, some will be capital items. Once we get the audit report we can see the balances and put money aside for big ticket items. Maybe we can bring the auditor in and talk about that and see what's in there for cash in terms of depreciation of materials and undesignated fund balance.

George asked if there's intent to do something about the yard surfaces at the facilities, some are pretty bad between huge mud puddle and big holes. John Kimball said there is a lot of work to be done at both facilities to include the roads, culverts and ditches.

George asked if we want to schedule the next council meeting. Diane said she and John would like to have council meetings every two or three months.

Motion: Richard made a motion to adjourn. 9:00 p.m.

Vote: George seconded, all in favor.