

# ***Casco-Naples Transfer Station Council***

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## ***Agenda***

Thursday, January 22, 2026

6 PM

Casco Community Center

1. Call to Order
2. Public Participation  
*(Items not on the agenda that members of the public may wish to discuss)*
3. Approval of November 20, 2025, Minutes
4. Old Business
  - a. Update on Bulky Waste RFID System
5. New Business
  - a. Financials YTD and other financial discussions
  - b. Preliminary FY 27 Budget discussions
  - c. Facility Updates
  - d. Updated meeting schedule
  - e. Casco Manager's follow-up on cash retention
6. Facility Manager's Report
7. Executive Session
8. Other Business
  - a. Next Meeting – TBD @ Naples Town Office

## Casco-Naples Transfer Station Council

### Minutes

November 20, 2025

#### **Council Members' Present:**

Sue Witonis, Stephen LaPointe, Priscilla Kyle, Tuan Nguyen and Greg Plummer.

**Council Members' Absence:** George Klauber

#### **Staff Present:**

Casco Town Manager Tony Ward, Naples Town Manager Randy Lessard, Patricia Krisko, John Kimball facility manager, and Matt Libby.

**The meeting was called to order at 6:00 PM by Sue Witonis**

#### **Agenda**

**Tuan Nguyen motioned to approve the agenda. Motioned seconded by Priscilla Kyle. Motion passed 5-0-0).**

#### **Public Participation**

Eric Patino inquired about some protocols and perceived communication flaws at the transfer station. Discussion stopped because the discussion was performance based and not policy-based discussions.

#### **Approval of Minutes**

**Stephen LaPointe motioned to approve minutes of September 20, 2025, as presented. Motion second by Priscilla Kyle. Motion passed 4-0-1.**

#### **Old Business**

- A. Casco Town Manager Tony Ward provided an update on the ongoing challenges with the RFD system, which continues to not function as intended. Town staff outlined several issues related to the system's performance. The Council directed staff to finalize a resolve and provide Council with options for their January 2026 Meeting.  
**No action taken.**
  
- B. Committee report on policy identify the variances between the two Towns of Casco and Naples. The discussion focused on not having an immediate need to make drastic policy changes related to the differences between the two Towns. The discussion did identify the opportunity to potentially change the expiration dates of the RFID tags and stickers.  
**No action taken.**
  
- C. Town Manger Tony Ward explained the necessity for the current holiday leave for the and that the current budget does not provide sufficient funding to pay holiday pay for staff when holidays fall on Monday, Tuesday, or Friday. Staff are also

concerned that providing holiday credits could negatively impact operations during peak periods. The Council was advised that Bulky Waste and Transfer Station would be closing at noon on Christmas Eve and closed all day on Christmas. The discussion also focused on the signs used at both facilities. The council recommended adjusting the sign located at the Bulky Waste for increased exposure.

### **New Business**

- A. Town Manager Randy Lessard and Patricia Krisko provided a synopsis of the current Bulky Waste financials and the challenges of current accounting. They advised the current balance sheet shows a balance of \$752,263.41 with \$276,509.70 in reserve accounts. Patricia Krisko requested updating policies that coincide with current municipal accounting practices. She also identified the necessity for conducting audits on previous fiscal years that had not occurred. Naples staff spoke with RHR Smith and they possess the capacity to perform these audits.  
**No action taken.**

### **Facility Manager's report**

John Kimball reported

- Austin and Sons was schedule to begin the scale house roofing on November 24, 2025.
- Cross Excavation is ready to begin the grinding process at the facility.
- John Kimball continues communicating with Sebago Technics about the facility issues faced during the winter season. No resolve has been proposed at the time of this meeting.

### **Executive Session**

**Tuan Nguyen motioned the Council into executive session 1 M.R.S.A.405(6)(E) Consultation with legal counsel. Motion seconded by Greg Plummer @ 7:27 pm.**

**Board came out executive session at 8:24 pm.**

Next meeting to be held on January 22, 2026, at Casco Community Center

Stephen LaPoint made a motion to adjourn at 8:24 PM, seconded by Priscilla Kyle 5-0 in favor.