



Memorandum

DATE: March 12th, 2014
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: Agenda for the Board of Directors Meeting

There is an **ecomaine Board Meeting** scheduled for **Thursday, March 19th@ 4:00 PM** at **ecomaine**. The agenda for this meeting is as follows:

1. Approval of the January 15th, Board Meeting Minutes (**Attachment A**)
2. Audit Committee Report – Gary Foster – Chairman
3. Finance Committee Report – Matthew Frank – Chairman
4. Recycling Committee Report – Erik Street – Chairman
5. Budget Presentation (FY 16) (**Provided under separate cover**)

Future Meetings:

- Budget Workshop: April 2nd, 2014 (Thursday) @ 4:00 PM
- Audit Committee Meeting: April 16th, 2015 (Thursday) @ 3:00 PM
- Full Board Meeting: April 16th, 2015 (Thursday) @ 4:00 PM
- Recycling Committee Meeting: April 30, 2015 (Thursday) @ 4:00 PM
- Finance Committee Meeting: May 21st, 2015 (Thursday) @ 3:00 PM
- Executive Committee Meeting: May 21st, 2015 (Thursday) @ 4:00 PM
- Full Board/Annual Meeting: June 18th, 2015 (Thursday) @ 11:30 AM



Memorandum

DATE: March 12th, 2015
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: Board of Directors Minutes – January 15th, 2015

There was an ecomaine Board of Directors Meeting held on the date noted above @ ecomaine. The meeting was called to order by Jim Gailey, Chairman.

Item #1: - Minutes:

Matthew Frank motioned to accept the minutes as written. The motion was seconded by Richard Brobst and unanimously approved by the members of the Board of Directors.

Item #2: - Audit Committee Report:

Gary Foster reported that the Audit Committee met on October 16th, 2014 and reported to the Full Board on that date. The committee decided to use RKO for the FY 15 Audit and the committee plans to review the selection on an annual basis.

The next Audit Committee Meeting is scheduled for April 16th, 2015 at 3PM

Item #3: - Finance Committee Report:

Matthew Frank reported that the Finance Committee met on January 15th, 2015 with the following items discussed:

- Cash Disbursement Review – no issues – The Committee decided that future reviews will be conducted by the Chairman and ecomaine staff and the Chair will report any issues to the Finance Committee.
- HM Payson Update – monies transferred in late November they are moving forward with investments.
- Power Sales Contract – was signed on January 12th, 2015.
- Review of ecomaine Financial Statements for Dec FY 15 (YTD)

Next meeting of the Finance Committee/Budget Workshop is scheduled for April 2ND, 2015 at 4PM.

Item #4: - Recycling Committee Report:

Erik Street reported that the Recycling Committee met on October 30th. The committee received 23 applications for Education Grant Program and funded 18. PR efforts are underway. In addition, the committee reviewed outreach, website analytics as well as recent financial, tonnage and marketing reports. Erik also requested assistance from the committee with nominations for the upcoming 2015 eco-excellence awards.

The next Recycling committee is scheduled for January 29th, 2015 at 4PM

Item # 5: - Ogunquit Withdrawal Agreement:

Kevin Roche reported to the Board that we have an agreement with the Town of Ogunquit with no material changes. There were several questions from Board Members regarding future financial responsibilities for the Landfill Closure as well as assets to owner communities. A lengthy discussion followed.

Richard Brobst motioned to approve the signing of the Ogunquit Agreement by the CEO/General Manager. The motion was seconded by Matthew Frank and unanimously approved by the members of the Board of Directors.

Item # 6: - Review of Bids on Power Sales:

Kevin Roche reviewed the handouts on the results of the electrical Bids.

The Board of Directors may wish to go into Executive Session for any of the above items under Section 405 of Title 1 of the Maine Revised Statutes ([per the following legislative website: http://janus.state.me.us/legis/statutes/1/title1ch13sec0.html](http://janus.state.me.us/legis/statutes/1/title1ch13sec0.html).)

Item # 7: - Sub-Committee Hauler Permit:

Jim Gailey provided an update on the meeting of the Sub-Committee. Kevin Roche was asked to provide a summary on how the permitting process will be handled. There were several questions from the board regarding fee structures, ordinances, insurance, private roads and other issues.

There was not agreement on moving forward with this program and it was recommended that the Sub-Committee reconvene to discuss the issues that were raised.

Item #8: - Manager Report

Kevin Roche provided a review of the FY Financials.

Kevin Roche discussed the Hampton NH contract for waste and recyclables. He requested guidance in how we should handle the contract and if the board was interested in taking out-of-state waste into the WTE Facility on a long term basis. The board discussed the issues and possible consequences, but concluded that these types of agreements should be negotiated by the CEO in the best interest of ecomaine.

Matthew Frank made a motion to recognize that these types of contract negotiations are the responsibility of the CEO. The motion was seconded by Troy Moon. All in favor.

Other:

Bill Shane discussed the current situation with Prescription Drugs and the need for a disposal program. Kevin Roche discussed ecomaine's efforts with the DEP to get approval for the incineration of prescription drugs. Kevin will follow-up with staff and the DEP on the approval status.

Len Van Gaasbek motioned to adjourn the meeting and seconded by Richard Brobst. All in favor.

Present:

Dennis Abbott, Shawn Babine, Maxine Beecher, Linda Boudreau, Michael Bobinsky, Richard Brobst
Gary Foster, Matthew Frank, Jim Gailey, Suzanne Knight, Maureen McDevitt, Troy Moon, Anthony Plant,
Rod Regier, Bill Shane, Mike Shaw, Erik Street, Ed Suslovic, Len Van Gaasbek

Absent:

Alan Bradstreet, Dave Cole, Dennis Doughty, David Morton, Mike McGovern

Staff:

Arthur Birt, Frank Gallagher, Denise Mungen, Kevin Roche, Kevin Trytek