

eco maine

Memorandum

DATE: July 13, 2011
TO: Mike Bobinsky and Mike McGovern
FROM: Kevin H. Roche
SUBJECT: Agenda for Board Leadership Meeting on July 14, 2011

Discussion Items:

1. Review Board List & Committees (*Attachment A*)
2. Review notes/feedback from Recycling Committee discussion on revenue sharing proposal (*Attachment B*)
3. Manager's Report:
 - Statement of Revenue and Expenses, FY11 (*Attachment C*)
 - Cash Flow Statement (*Attachment D*)
 - Tonnage Reports, FY11 (*Attachments E-1, E-2, E-3, E-4*)
 - Electrical Revenues (*Attachment F*)
 - Operations
 - Legislative Update
 - LD425
 - Environmental Update
4. Annual Meeting Survey Results (*Attachment G*)
5. SWANA: Northeast Chapter Bottle Bill Debate Survey Results (*Attachment H*)
6. Casella – Feedback from our last meeting and their interest in partnering our recycling interests.
7. Executive Committee Meeting Agenda (*Attachment I*)
8. Finance Committee Meeting Agenda (*Attachment J*)
9. Audit Committee Agenda (*Attachment K*)
10. Schedule of meetings:
 - Recycling Committee: August 17th (*Wednesday*) @ 4:00PM.
 - Finance Committee Meeting: September 8th (*Thursday*) @ 4:00PM.
 - Executive Committee: September 15th (*Thursday*) @ 4:00PM.
 - Audit Committee: September 22nd (*Thursday*) @ 3:00PM.
 - Finance Committee: September 22nd (*Thursday*) @ 4:00PM
(follows Audit Committee Mtg.)
 - Recycling Committee: September 28th (*Wednesday*) @ 4:00PM.
 - Full Board Meeting: October 20th (*Thursday*) @ 4:00PM.

last revised: 7/6/11		ecomaine - Board of Directors - Fiscal Year - 2011-2012				
TOWN	POP.	BOARD MEMBERS	Term Expires	MANAGER'S NAME	Board Alternate	Term Expires
Bridgton	5,126	Fitzcharles, Robert	7/1/2014	Berkowitz, Mitchell A.	Johnson, Mahlon	7/1/2014
Cape Elizabeth	9,040	McGovern, Michael	12/14/2013	McGovern, Michael	none	
		Jordan, Caitlin	12/14/2013		none	
Casco	3,650	Morton, David P.	7/1/2012	Morton, David P.	none	
Cumberland	7,404	McGinty, Susan	7/1/2012	Shane, William	Shane, William	6/20/2012
Falmouth	10,996	Rodden, Bonny	12/14/2013	Poore, Nathan	Poore, Nathan	6/15/2012
Freeport	8,051	Regier, Rod	7/1/2012	Olmstead, Jr., Dale C.	Yacoben, Abigail	5/6/2012
Gorham	15,338	Miner, Noah	4/7/2012	Cole, David O.	Cole, David	1/14/2013
Gray	7,266	Foster, Gary	7/1/2012	Cabana, Deborah	none	
Harrison	2,436	Frank, Matthew	6/30/2014	Finch, George (Bud)	none	
Hollis	4,609	Van Gaasbeek, Len	7/1/2012	Dunne, Claire M. (Clerk)	none	
Limington	3,695	Doughty, Dennis	5/1/2012	Ramsdell, Patricia M. (Clerk)	none	
Lyman	4,177	St. Clair, Maurice	7/1/2012	Weiss, Polly (Clerk)	none	
North Yarmouth	3,500	Brobst, Richard	7/1/2012	Diffin, Marnie (Town Administrator)	none	
Ogunquit	1,243	Miller, John	7/1/2012	Fortier, Tom	none	
Portland	63,032	Bobinsky, Mike	1/1/2013	Gray, Joseph	none	
		Mavodones, Nick	1/1/2013		none	
		Wood, Gary	2/22/2013		none	
		Anton, John	1/1/2013		none	
		Moon, Troy	1/1/2013		none	
Pownal	1,609	Poirier, Justin	11/9/2013	Malloy, Kathleen (Clerk)	none	
Scarborough	18,832	Shaw, Mike	10/1/2011	Hall, Tom	none	
		Ahlquist, Ron	12/3/2012		none	
South Portland	23,746	Gailey, Jim	1/20/2014	Gailey, Jim	DeAngelis, Rosemarie	12/17/2012
		Boudreau, Linda	1/20/2014		none	
		Smith, Patricia	1/20/2014		none	
Waterboro	7,251	Abbott, Dennis	5/24/2014	Brandt, Nancy (Town Administrator)	none	
Windham	16,394	Plante, Anthony T.	7/1/2012	Plante, Anthony T.	none	
Yarmouth	8,129	Bickford, Erving	7/1/2012	Tupper, Nathaniel J.	Street, Erik	11/19/2013
ASSOCIATE MEMBER TOWNS						
Baldwin	1,380			no town mgr, only board of selectmen		
Hiram	1,564			no town mgr, only board of selectmen		
Naples	3,509			Goodine, Derik - Town Manager		
Parsonsfield	1,742			no town mgr, only board of selectmen		
Porter	1,487			no town mgr, only board of selectmen		
Saco	18,147			Michaud, Richard - Administrator		
Standish	9,808			Billington, Gordon - Town Manager		
CONTRACT MEMBER TOWNS						
Andover	902			no town mgr, only board of selectmen		
Cornish	1,381			no town mgr, only board of selectmen		
Harpwell	5,173			Eiane, Kristi - Town Administrator		
Jay	4,845			Cushman, Ruth - Town Manager		
Livermore Falls	3,215			Chaousis, James - Town Manager		
Manchester	2,521			Gilbert, Pat - Town Manager		
Monmouth	3,866			Lunt, Curtis - Town Manager		
North Haven	384			Stone, Joseph (Town Administrator)		
Old Orchard Beach	9,252			Turcotte, Jack - Town Manager		
Poland	5,320			Lee, Dana - Town Manager		
Readfield	2,523			Pakulski, Stefan - Town Manager		
Sanford	21,404			Green, Mark - Town Manager		
Wayne	1,144			Bernard, Amy - Town Manager		
Total Pop. Served:	325,091					

ecomaine OFFICERS

Last revised: 7/6/11

2011 - 2012

Chair	Bobinsky, Mike
Vice Chair	McGovern, Mike
Treasurer	Gailey, Jim
Secretary	Foster, Gary

ecomaine Executive Committee - Mike Bobinsky, Chair

<i>District</i>	<i>Municipalities</i>	<i>Term Expires</i>	<i>Representative</i>	<i>Alternates</i>
1	Bridgton, Casco, Gray, Harrison	6/30/2013	Foster, Gary	Frank, Matthew
2	Hollis, Limington, Lyman, Ogunquit, Waterboro	7/1/2012	Miller, John	Van Gaasbeek, Len
3	Gorham, Windham	7/1/2012	Miner, Noah	Plante, Tony
4	Cumberland, Freeport, North Yarmouth, Pownal, Yarmouth	7/1/2012	Regier, Rod	Brobst, Richard
5	Cape Elizabeth, Falmouth	1/20/2014	McGovern, Mike	Vacant
		1/20/2014	Rodden, Bonny	Vacant
Portland	Portland	9/15/2011	Moon, Troy	Wood, Gary
Portland	Portland	6/30/2013	Bobinsky, Mike	Wood, Gary
Scarborough	Scarborough	10/1/2011	Shaw, Mike	Ahluquist, Ron
South Portland	South Portland	7/1/2012	Gailey, Jim	Boudreau, Linda
			<i>Immediate Past Chair</i>	Plante, Tony

<u>Audit Committee</u>	<u>Members</u>
	Wood, Gary
Foster, Gary (Chair)	McGinty, Susan
	Morton, Dave
	Van Gaasbeek, Len

<u>Finance Committee</u>	<u>Members</u>
	Bobinsky, Mike
	Boudreau, Linda
	Cole, Dave
	Frank, Matthew
	McGinty, Susan
Gailey, Jim (Chair)	Miller, John
	Plante, Tony
	Regier, Rod
	St. Clair, Maurice
	Van Gaasbeek, Len

<u>Recycling Committee</u>	<u>Members</u>
	Bernier, Sarah
	Brobst, Richard
	Doughty, Dennis
Moon, Troy (Chair)	McGinty, Susan
	Miller, John
	Rodden, Bonny
	Smith, Patricia
	Van Gaasbeek, Len
	Wagner, Travis

**ecomaine
Recycling Committee Meeting Minutes
June 22, 2011**

Committee Members present: Sarah Bernier, Dick Brobst, Susan McGinty, Troy Moon, Bonny Rodden, Travis Wagner.

Other Member of the Board: Linda Boudreau, Matthew Frank, Mike McGovern, Dave Morton, Mike Shaw.

ecomaine Staff present: Shelley Dunn, Kevin Roche.

The meeting was brought to order by the Chair at 4:03PM.

Agenda Items:

1. Review and Approval of 5/25/11 Recycling Committee meeting minutes

A motion to accept the minutes was made by Mr. Brobst and seconded by Mr. Wagner. The minutes were approved unanimously.

Mr. Moon then suggested that the Committee go to Agenda Item #3 (*Bottle Bill Debate Recap*).

3. Bottle Bill Debate Recap

Mr. Roche gave a summary of the SWANA Bottle Bill Debate held at **ecomaine** on 6/17/11. It was a successful event and was taped for further use. It was suggested that staff send it out to Community TV.

2. Recycling Revenue Share for Owner Communities

Mr. Roche presented background on Staff's proposal to include revenue sharing for the recycling tonnage that owner communities deliver to **ecomaine**. The Board members discussed the pros and cons at great length. There was considerable discussion over the concerns associated with how the revenue sharing would be received by communities and the timing of it. It was suggested that it may be better to look at this concept next year or when the debt is paid down. They suggested that staff put together a spreadsheet that shows all the different programs we offer to the member communities (for revenue sharing). The majority of those Board members present felt that there were too many concerns about the revenue sharing proposal at this time and that perhaps it would be better to wait and review it a year from now. After further discussion, Ms. Rodden made a motion to postpone the recommendation by the Recycling Committee to August 17, 2011, when the Recycling Committee reconvenes. The motion was seconded by Mr. Brobst and all were in favor.

6. 2012 Media Campaign

Mr. Roche and Ms. Dunn presented an outline of the Media Campaign for FY '12 (*see handout #1*). The approach uses WCSH-TV (NBC, Channel 6) to raise recycling awareness in our community and includes a 12-month media presence. An amount of \$30,000 has been budgeted for this effort. The proposal includes commercial video production and development at 14 spots per week, for two consecutive weeks, each month, over a 12-month period, as well as a website presence. The Committee felt comfortable with the proposed approach and asked that staff move forward with this project.

Due to time constraints, the Committee decided to review the remaining reports/agenda items at the August meeting.

Mr. Brobst made a motion to adjourn the meeting. The motion was seconded by Ms. McGinty and all were in favor. The meeting adjourned at 6:05PM.

The next meeting will be Wednesday, August 17, 2011 @ 4:00PM at ecomaine.

KR/lct

ecomaine
Statement of Revenue and Expenses - June 2011 -- Pre Year End Adjustments

\$000's

	Month			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
Operating revenues						
Municipal assessments	\$ 390	\$ 390	\$ (0)	\$ 4,679	\$ 4,679	\$ (0)
Owners tipping fees	387	346	41	4,296	4,156	140
Associate tipping fees	90	82	8	992	985	7
Commercial tipping fees	510	391	120	5,746	4,687	1,059
Spot market tipping fees	197	175	22	2,065	2,100	(35)
Electrical generating revenues	374	369	5	5,800	5,657	143
Sales of recycled goods	409	188	221	3,920	2,250	1,670
Recycling tipping fees	3	2	1	27	25	2
Gorham property assessments	12	9	2	139	110	29
Other operating income	21	20	0	194	245	(51)
Total operating revenues	2,394	1,972	422	27,859	24,894	2,965

Operating expenses

Administrative expenses	211	207	(4)	2,397	2,481	84
Waste-to-energy operating expenses	1,086	646	(440)	8,873	8,761	(112)
Recycling operating expenses	277	131	(145)	1,698	1,578	(121)
Landfill/ashfill operating expenses	268	129	(139)	1,531	1,551	20
Contingency	-	21	21	1	250	249
Landfill closure and postclosure care costs	-	-	-	-	-	-
Post-retirement benefit	-	-	-	-	-	-
Depreciation & amortization	325	333	8	3,900	4,000	100
Total operating expenses	2,167	1,468	(699)	18,400	18,621	221
Net operating income	227	504	(277)	9,459	6,273	3,186

Non-operating income (expense)

Interest income	4	4	(0)	42	50	(8)
Interest expense	(31)	(63)	32	(420)	(751)	331
Net non-operating	(27)	(58)	32	(378)	(701)	323
Total revenue less expenses	200	446	(246)	9,081	5,572	3,509

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Statement of Cash Balances -- Pre Year End Adjustments

\$000's

	Actual 12 Months Ending 6/30/10	Budget 12 Months Ending 6/30/11	FY 2011 June Actual YTD
Cash flows from operating activities:			
Net operating income	\$ 10,205	\$ 6,273	\$ 9,459
Add back: depreciation	3,887	4,000	3,900
Add back: landfill closure costs	304	-	-
Add back: Post Retirement Benefit	101	-	-
Other working capital changes	(150)	(1)	63
Net cash provided by operating activities	<u>14,348</u>	<u>10,273</u>	<u>13,422</u>
Cash flows from capital and related financing activities:			
Bank loan	750	-	(750)
Payment of interest	(892)	(751)	(420)
Repayment of long-term debt	(8,244)	(10,450)	(10,450)
Repayment of capital leases	(176)	(180)	(1,582)
Net cash used in capital and related financing	<u>(8,562)</u>	<u>(11,381)</u>	<u>(13,202)</u>
Cash flows from investing activities:			
Receipts of interest	66	50	42
Capital expenditures	(1,300)	(2,242)	(1,302)
Net cash used in investing activities	<u>(1,234)</u>	<u>(2,192)</u>	<u>(1,260)</u>
Net increase (decrease) in cash	4,551	(3,300)	(1,040)
Cash, beginning of period	18,424	19,524	22,975
Cash, end of period	<u>\$ 22,975</u>	<u>\$ 16,224</u>	<u>\$ 21,935</u>
Detail			
Operating Cash Reserve	\$ -	\$ -	\$ -
Long Term Capital Reserve	1,673	523	1,673
Landfill Closure reserve	-	-	-
Bond Payment Reserves	11,325	7,353	6,875
Debt Service Reserves	3,292	3,292	3,292
Other Cash	6,686	5,056	10,096
Total	<u>\$ 22,975</u>	<u>\$ 16,224</u>	<u>\$ 21,936</u>

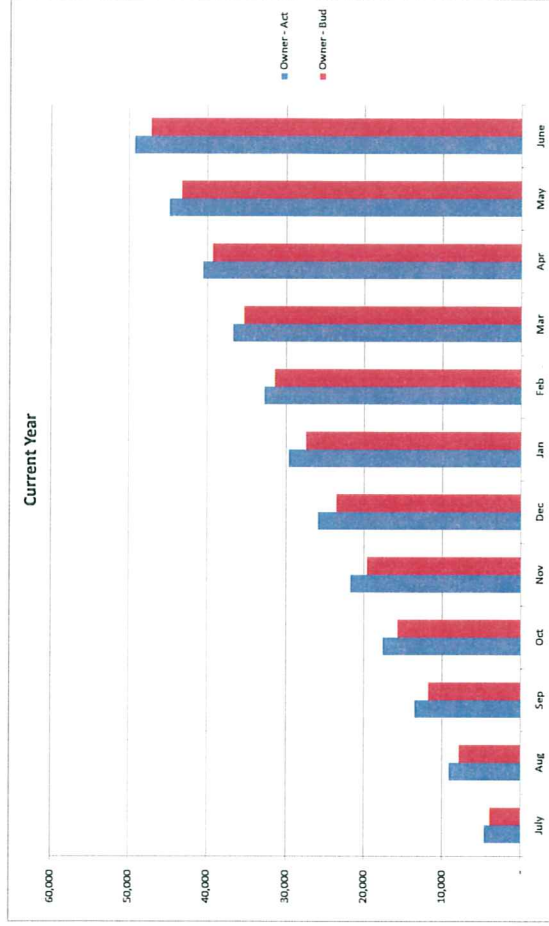
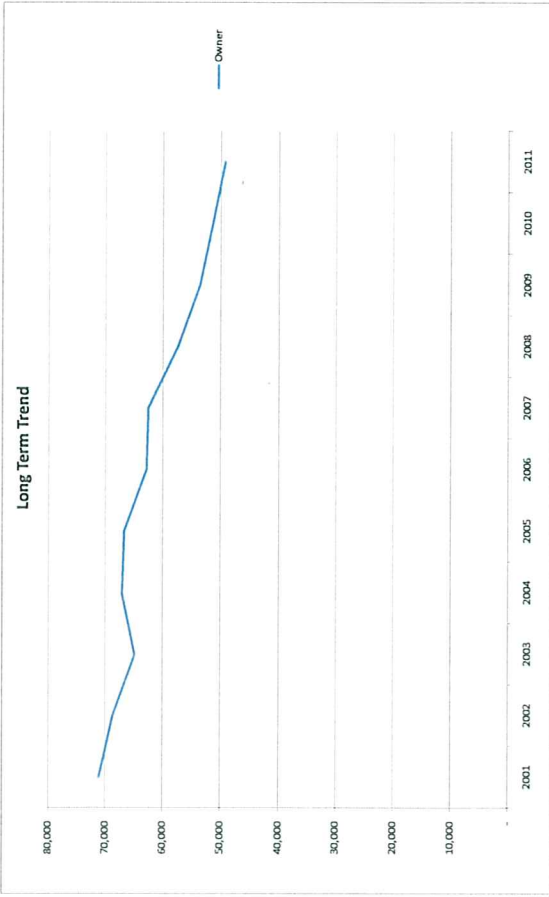
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Statistical Data

FY 2011 - June -- Before Year End Adjustments

	Month Actual Vs Budget			Year to Date Actual Vs Budget			Year to Date Vs Last Year		
	Actual	Budget	Var - Fav / (Unfav)	Actual	Budget	Var - Fav / (Unfav)	Prior Year	Actual	Var - Fav / (Unfav)
			Units			%			Units
Inbound Tons									
Owner	4,444	3,936	509	49,349	47,229	2,120	51,488	51,488	(2,139)
			12.9%						4.5%
Assoc & Contract	1,303	1,110	193	13,855	13,321	534	11,741	11,741	2,114
			17.4%						4.0%
Commercial	6,381	4,438	1,943	68,284	53,259	15,025	59,379	59,379	8,905
			43.8%						28.2%
Spot	3,271	4,167	(896)	37,541	50,000	(12,459)	64,917	64,917	(27,376)
			-21.5%						-24.9%
Recycling	3,247	2,775	472	35,614	33,300	2,314	33,640	33,640	1,974
			17.0%						6.9%
Totals	18,647	16,426	2,221	204,643	197,109	7,534	221,165	221,165	(16,522)
			13.5%						3.8%

Energy

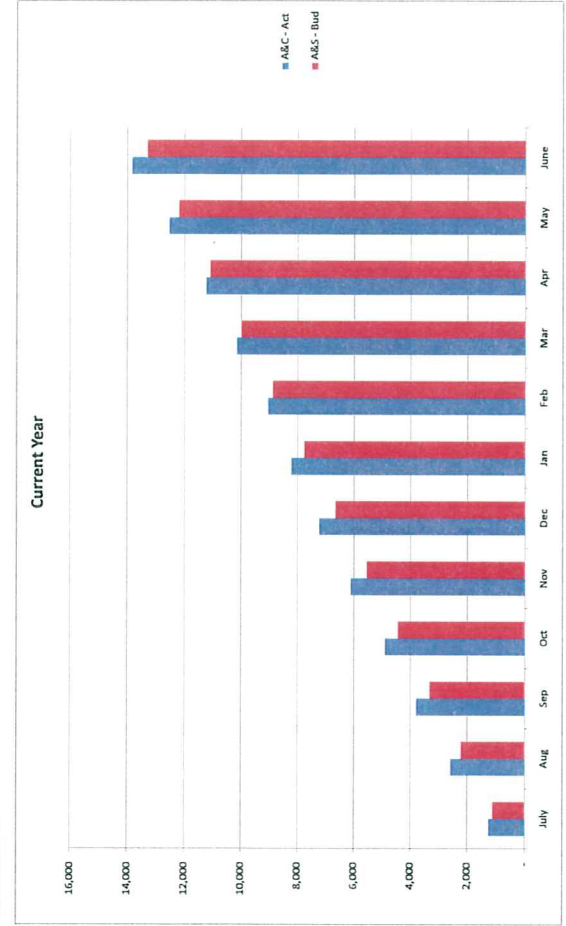
MWH's Sold	7,643	6,382	1,261	86,396	77,353	9,043	89,110	89,110	(2,714)
\$/MWH	\$ 48.99	\$ 57.83	\$ (8.84)	\$ 67.13	\$ 73.13	\$ (6.00)	\$ 77.97	\$ 77.97	\$ (10.84)
Availability - %	98.3%			93.6%					
			-15.3%						-8.2%
			19.8%						11.7%
			-3.0%						-3.0%
			-13.9%						-13.9%



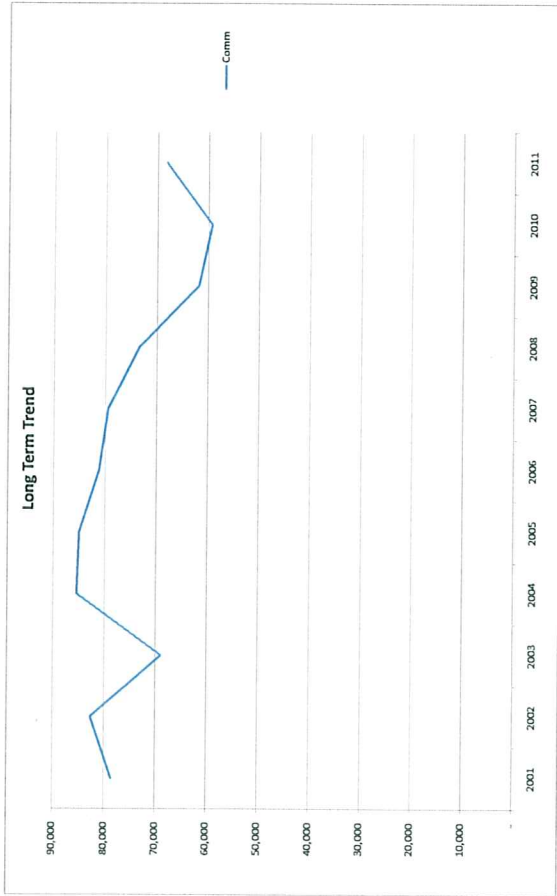
YTD Tonnage											
2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	
Owner	71,162	68,787	64,925	67,130	66,834	62,905	62,631	57,514	53,722	51,488	49,349
A&C	11,163	7,829	6,937	6,965	7,104	7,366	7,193	12,076	11,842	11,741	13,855

FY 2011 - YTD Tonnage											
July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Owner - Act	4,671	9,203	13,558	17,633	21,826	25,979	29,722	32,853	36,822	40,597	44,905
Owner - Bud	3,936	7,872	11,807	15,743	19,679	23,615	27,550	31,486	35,422	39,358	43,293
Variance	736	1,332	1,751	1,890	2,147	2,365	2,172	1,367	1,400	1,239	2,120
A&C - Act	1,251	2,606	3,804	4,903	6,126	7,238	8,233	9,050	10,166	11,245	12,552
A&S - Bud	1,110	2,220	3,330	4,440	5,550	6,661	7,771	8,881	9,991	11,101	12,211
Variance	141	386	474	463	575	578	463	170	175	144	534

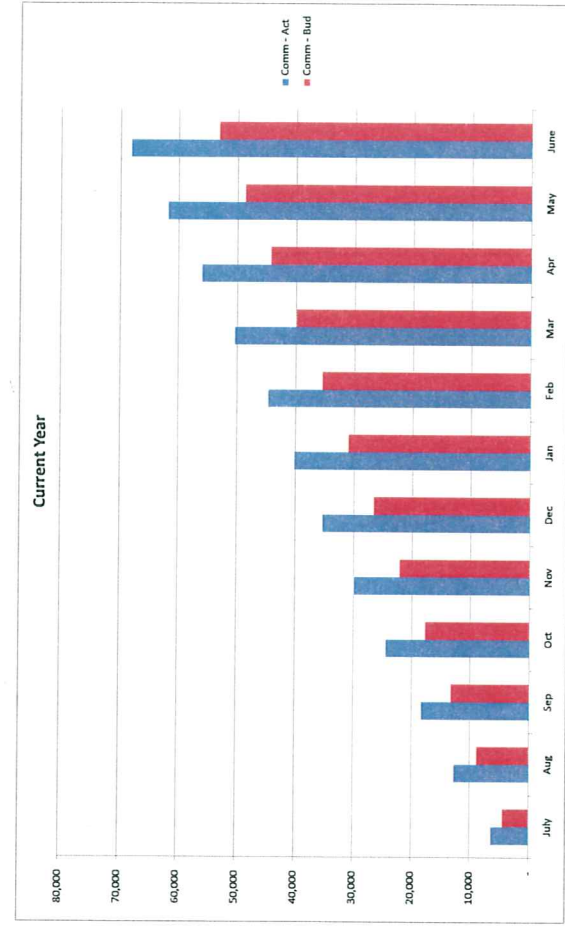
Associate & Contract Members



ecomaine
Year To Date Tonnage
Commercial

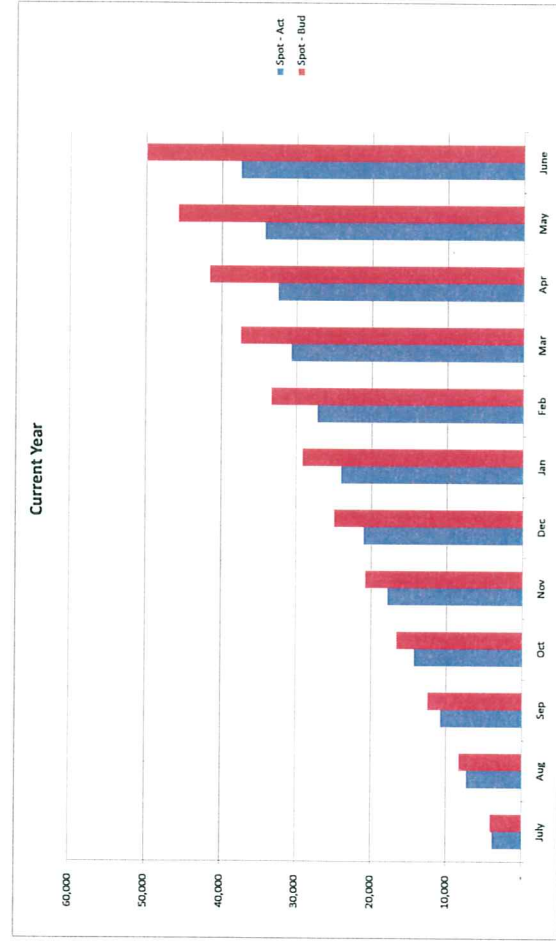
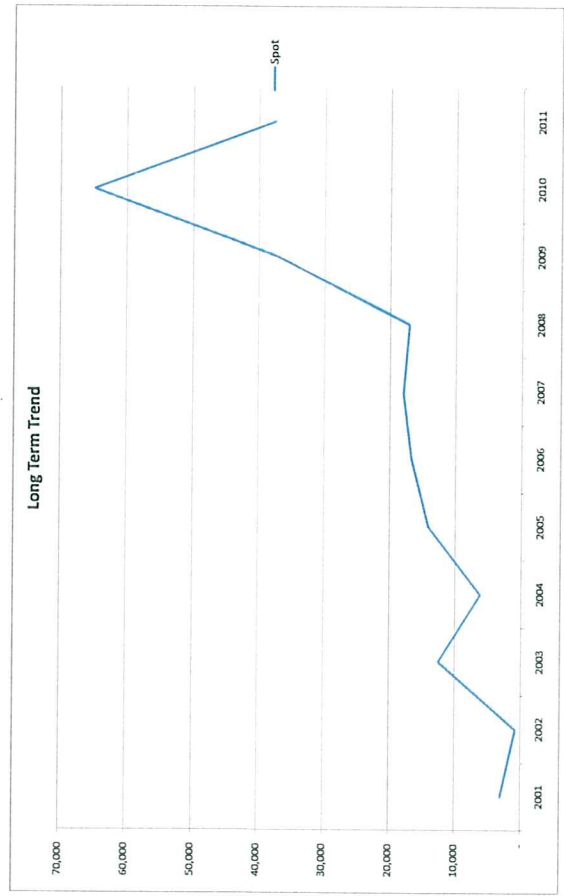


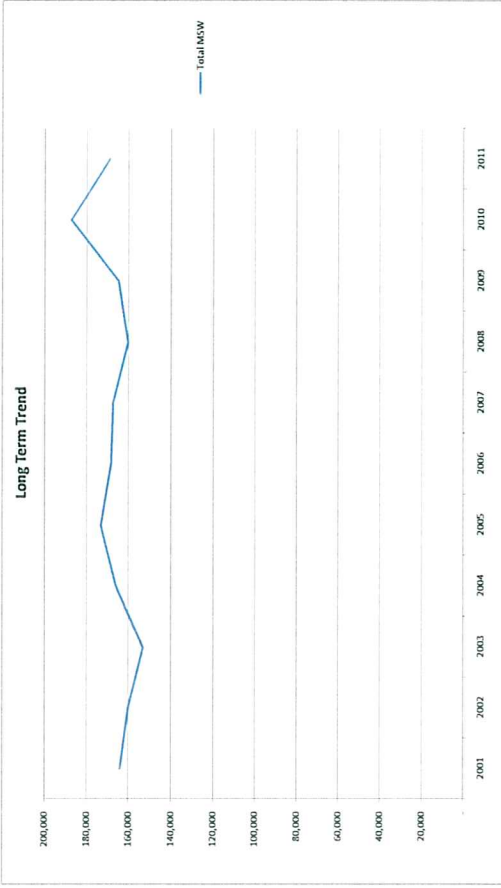
	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Comm	78,636	82,744	69,020	85,597	85,127	81,336	79,548	73,581	61,916	59,379	68,284
Spot	3,142	879	12,551	6,248	14,141	16,736	18,038	17,138	37,176	64,917	37,541



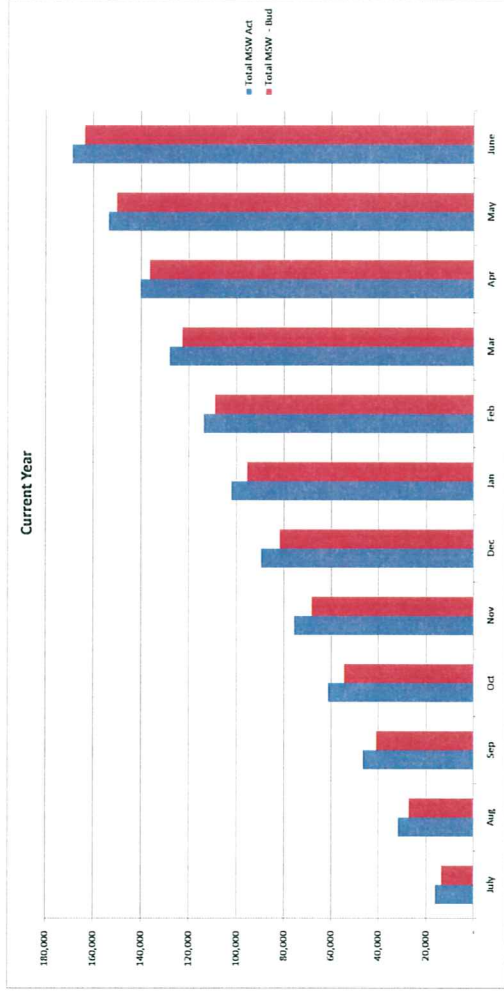
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Comm - Act	6,439	12,806	18,424	24,491	29,999	35,399	40,275	44,765	50,470	56,111	61,903	68,284
Comm - Bud	4,438	8,877	13,315	17,753	22,191	26,630	31,068	35,506	39,944	44,383	48,821	53,259
Variance	2,001	3,929	5,110	6,738	7,808	8,769	9,207	9,259	10,526	11,728	13,082	15,025
Spot - Act	3,914	7,340	10,824	14,366	17,902	21,077	24,117	27,297	30,760	32,533	34,270	37,541
Spot - Bud	4,167	8,333	12,500	16,667	20,833	25,000	29,167	33,333	37,500	41,667	45,833	50,000
Variance	(252)	(993)	(1,676)	(2,301)	(2,932)	(3,923)	(5,050)	(6,036)	(6,740)	(9,133)	(11,563)	(12,459)

Spot



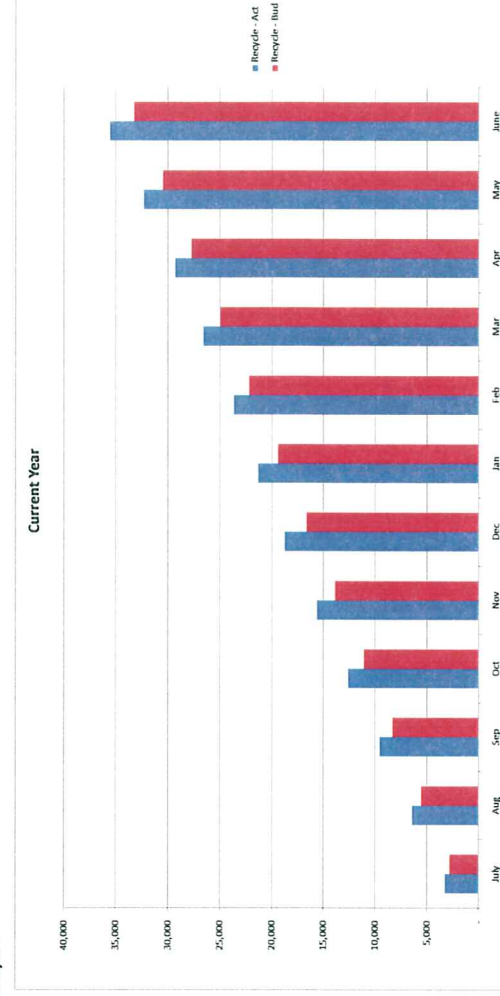
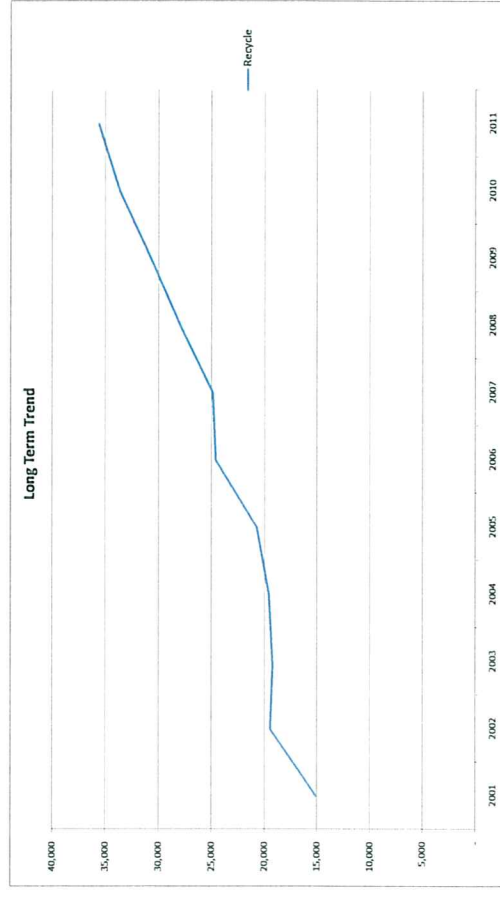


		YTD Tons										
		2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Total MSW	Act	164,103	160,224	153,433	165,940	173,207	168,343	167,410	160,310	164,656	187,525	169,030
Total MSW	Bud	13,651	27,302	40,952	54,603	68,254	81,905	95,555	109,206	122,857	136,508	150,158
Variance		2,626	4,654	5,658	6,790	7,599	7,789	6,792	4,760	5,361	3,978	5,221
Recycle - Act		3,227	6,446	9,572	12,590	15,640	18,779	21,352	23,682	26,616	29,311	32,366
Recycle - Bud		2,775	5,550	8,325	11,100	13,875	16,650	19,425	22,200	24,975	27,750	30,525
Variance		452	896	1,247	1,490	1,765	2,129	1,927	1,482	1,641	1,561	1,841



		FY 2011 - YTD Tons											
		July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Total MSW	Act	16,277	31,955	46,610	61,393	75,852	89,693	102,347	113,966	128,218	140,486	153,630	169,030
Total MSW	Bud	13,651	27,302	40,952	54,603	68,254	81,905	95,555	109,206	122,857	136,508	150,158	163,809
Variance		2,626	4,654	5,658	6,790	7,599	7,789	6,792	4,760	5,361	3,978	3,472	5,221
Recycle - Act		3,227	6,446	9,572	12,590	15,640	18,779	21,352	23,682	26,616	29,311	32,366	35,614
Recycle - Bud		2,775	5,550	8,325	11,100	13,875	16,650	19,425	22,200	24,975	27,750	30,525	33,300
Variance		452	896	1,247	1,490	1,765	2,129	1,927	1,482	1,641	1,561	1,841	2,314

Recycle



Waste-to-energy Facility Electricity Generation

Generation Period	Availability	On Peak	Off Peak	Total KWHs	On Peak Rate	Off Peak Rate	Revenues
Jun-09	91%	3,526,138	3,667,987	7,194,125	\$0.0762	\$0.0552	\$520,495
Jul-09	95%	3,807,050	3,690,597	7,497,647	\$0.0850	\$0.0614	\$599,850
Aug-09	99%	3,716,120	4,638,122	8,354,242	\$0.0843	\$0.0618	\$650,030
Sep-09	98%	3,606,261	4,364,408	7,970,669	\$0.0730	\$0.0556	\$555,761
Oct-09	95%	3,827,493	4,072,705	7,900,198	\$0.0740	\$0.0562	\$561,672
Nov-09	94%	3,569,156	4,120,551	7,689,707	\$0.0770	\$0.0592	\$568,778
Dec-09	98%	3,811,497	4,354,948	8,166,445	\$0.0836	\$0.0656	\$653,855
Jan-10	98%	3,310,034	4,482,631	7,792,665	\$0.0971	\$0.0773	\$717,439
Feb-10	95%	3,038,210	3,650,447	6,688,657	\$0.0982	\$0.0772	\$629,756
Mar-10	96%	3,668,101	3,741,131	7,409,232	\$0.0831	\$0.0667	\$612,036
Apr-10	61%	1,897,314	2,169,219	4,066,533	\$0.0723	\$0.0544	\$312,336
May-10	93%	3,407,537	4,431,390	7,838,927	\$0.0702	\$0.0534	\$533,701
Jun-10	93%	3,787,872	3,946,891	7,734,763	\$0.0762	\$0.0552	\$552,430
Jul-10	96%	3,451,635	4,510,803	7,962,438	\$0.0850	\$0.0614	\$616,555
Aug-10	99%	3,880,733	4,478,367	8,359,100	\$0.0843	\$0.0618	\$650,513
Sep-10	95%	3,536,806	4,092,807	7,629,613	\$0.0730	\$0.0556	\$531,986
Oct-10	99%	3,684,282	4,715,036	8,399,318	\$0.0740	\$0.0562	\$583,762
Nov-10	94%	3,482,344	3,838,460	7,320,804	\$0.0770	\$0.0592	\$541,771
Dec-10	97%	3,502,186	3,887,300	7,389,486	\$0.0836	\$0.0656	\$593,229
Jan-11	96%	3,333,950	4,024,645	7,358,595	\$0.0971	\$0.0773	\$680,335
Feb-11	99%	3,043,296	3,512,245	6,555,541	\$0.0434	\$0.0434	\$326,532
Mar-11	98%	3,444,203	3,492,190	6,936,393	\$0.0434	\$0.0434	\$343,359
Apr-11	66%	1,762,990	2,177,127	3,940,170	\$0.0434	\$0.0434	\$212,063
May-11	87%	3,096,218	3,803,942	6,900,160	\$0.0434	\$0.0434	\$341,900
Jun-11	98%	3,649,570	3,994,354	7,643,924	\$0.0434	\$0.0434	\$374,492
Jul-11					\$0.0434	\$0.0434	

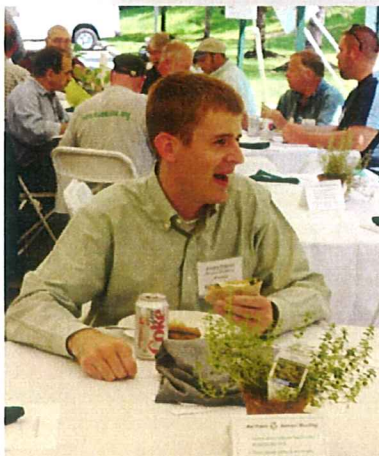
Electric revenues include renewable energy credits and installed capacity payments

ecomaine

2011 Annual Meeting

Thursday, June 16

- Guest Speaker: Darryl Brown, Director of the Maine State Planning Office.
- Attendees: 58 (37 guests, board, speaker; 21 employees).
- Certificate of appreciation presented to out-going board member Mahlon Johnson.
- Reports/remarks from: Chairman Michael Bobinsky, Treasurer Jim Gailey, Audit Committee Chairman Gary Foster, Recycling Chairman Troy Moon, and General Manager Kevin Roche.
- Nomination Committee Chairman Nick Mavodones announced that current officers had been re-nominated; the vote to re-elect was unanimous for: Chairman Mike Bobinsky, Vice Chairman Mike McGovern. Treasurer Jim Gailey, and Secretary Gary Foster.
- Members of the Executive, Finance, Audit, and Recycling Committees were also elected.
- Annual Reports were distributed.





2011 Annual Meeting Survey Results

1. Were the remarks made by our guest speaker (Darryl Brown, Director of the Maine Planning Office) appropriate for our annual meeting?

Not at all appropriate	10.0%	2
Somewhat appropriate	45.0%	9
Great/right on target	45.0%	9

2. What topics or types of speakers would be good for future annual meetings?

- We need to take more time to screen speakers and understand their background and topics that they present. While we understand that Mr. Brown had a transition at DEP, it would have been most appropriate and frankly expected, for him to have presented the state's position on solid waste and recycling ; goals for waste reductions, policy trends etc. Instead we had more general background about how strong Ecomaine is and what a great job we are doing. Future topics...Top Admin from EPA Region I to discuss current events, policies on solid waste/sustainable practices..etc.
- Those with broad views and reasonable delivery.
- more discussion about alternative energy and how Ecomaine might be part of it
- recycling, e-waste, composting, leachate management, landfill gas utilization.
- the last two years' speakers were excellent. The previous year it was more of a national perspective, and this year it was State-regional. This years talk was a bit long and not very specific, but I still got something out of it. Both of these types of speaker are good.
- It doesn't have to be specific to solid waste every year. Other environmental issues could be a good fit as well. Or we could have other industry experts speak as well.
- Municipal, quasi-municipal roles in community energy efficiency related to "who pays the bill?"
- speakers that deal with the future of solid waste

- The question is: who is the audience at the annual meeting, or, who do you want the audience to be? If the audience is primarily board members and ecomaine staff, then the speaker should be someone who can recognize their efforts and encourage them to 'go further'... if you are looking at a 'general public' audience, then information about what ecomaine does, in comparison to other Maine communities do, may be more appropriate
- Composting again - Maybe someone who is already doing it for a similar group/org as ecomaine. Discussion of challenges, benefits, financials etc.
- someone with a clue about solid waste and recycling.
- State Officials, regulators, industry people (people who buy our recyclables, power)
- Future of waste to energy, officials from other successful waste programs, composting, EPA regional administrator
- Would be interesting to hear from some of the folks you sell products to - paper, plastic, etc - challenges they face / products / supply / quality .
- more comments on how well the board of directors manage policy.

3. Were remarks made by the General Manager appropriate for the Annual Meeting?

	Response Percent	Response Count
Not at all appropriate	0.0%	0
Somewhat appropriate	15.8%	3
Great/right on target	84.2%	16

4. What changes would you like to see in the general Manager's remarks?

- Overall great presentation about the past year; weaving in successful outcomes of the financial status, operational and employee contributions.
- nothing major for change as most of the attendees are familiar with ecomaine.

- I thought the time spend on point and counter points as a little long would have like to see more questions from the audience
- None, I thought his remarks were excellent.
- None
- None
- recognition of the staff that got him to where he and the company are
- Should focus on overall efforts while highlighting specifics on successes and recognizing deficiencies while providing a vision for the coming year and years....
- Right on. Maybe could highlight someone/project etc. from the year. 2 minutes. Slides showing annual maintenance, new construction project, etc.
- more comments on how well the board of directors manage policy.

5. How did you feel about the length of the meeting?

	Response Percent	Response Count
Too long	5.0%	1
About right	95.0%	19
Not long enough/too hurried	0.0%	0

6. Does the Annual Report provide the information you want?

	Response Percent	Response Count
No useful information	0.0%	0
Some useful information	35.0%	7
All the information I want	65.0%	13

7. In your opinion, the food was:

	Response Percent	Response Count		
Not good			0.0%	0
Average			63.2%	12
Great			36.8%	7

8. Were gifts presented to officers (recycled fleece jackets) and guests (recycled polo shirts) appropriate?

	Response Percent	Response Count		
Not at all appropriate			10.0%	2
Somewhat appropriate			15.0%	3
Very appropriate			75.0%	15

9. Did you feel the meeting was well organized?

	Response Percent	Response Count		
It was not			0.0%	0
It was average			15.0%	3
It was great			85.0%	17

10. Is it time for a change in food and/or location? (Yes or No) If yes, change to what?

- No. Location is a good one; tent is great to meet all weather issues; food is good.
- No change as it is still small enough to be interesting to the few guests.
- I think the setting is appropriate. Maybe a change in menu might be in order.
- The event was terrific. I think it was the best meeting yet. The food was great, especially the bagels. The whole event was very well executed.
- No
- No
- I like the location. The food could be charged up a little, but it was certainly good enough.
- keep the mtg as is!
- I am pleased with both the venue and the food.
- food and location
- The annual meeting has become to be known for its wraps as a meal item and 'under the tent' next to the plant... as stated above, the question really is 'who do you want for your audience'? Most people aren't going to give up part of a day to attend the event, unless there is something 'for them', as in being on the board or involved in the facility operations... if it is for the board, etc., then time and location don't really matter, though close to the facility is better for employees... if you want to get the general public, then earlier in the year or later in the year, on a Friday night into Saturday, offer a free meal with tours and exhibits....
- Maybe a location at the landfill. This way we know people have been there. Also, since numbers seem to be dwindling maybe members should bring a guest from their community e.g. recycle committee, councilor/selectman, student etc.
- yes, off site with beer. or on site with beer. whatever.
- I do not think it is appropriate to give the officers gifts. We are all public officials and even de minimus gifts are awkward. Mike McGovern
- I like being near the facility where people can see first hand how clean the area is for a "trash facility" and so people can take tours. Tours are very important to improving and preserving our image.

- I enjoy having the meeting at the facility. It gives us an opportunity to showcase our efforts to visitors and gives board members to really see the care staff puts into the facility and grounds. Who would have thought that people would be able to enjoy lunch 100 yards away from a WTE tipping floor?!
- I think the food and location is fine

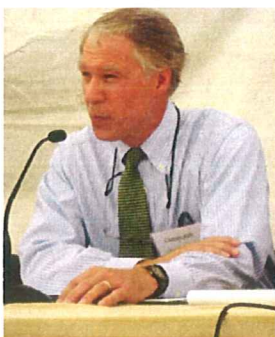
SWANA Meeting at ecomaine

The Bottle Bill Debate
June 17, 2011

Attendance: 48 (including employees)



- ❖ Welcome: Mark St. Germain, SWANA Chapter President
- ❖ Introduction & Membership: Jeff Murray, Director, Chapter International Board Director, SWANA
- ❖ Moderator: Missi Labbe, ecomaine Program Development Manager
- ❖ Overview of the Bottle Bill: Steve Giguere, Program Manager, Maine's Bottle Bill
- ❖ Debate Participants:
 - Clayton Kyle, CEO, CLYNK
 - Newell Auger, Executive Director, Maine Beverage Association
 - Matt Prindiville, Clean Production Project Director, Natural Resources Council of Maine
 - Kevin Roche, General Manager, ecomaine
- ❖ Tours of ecomaine's Single Sort Recycling Facility and of CLYNK's Bottle Bill Recycling Facility
- ❖ Debate was videotaped for future use/availability



Response Summary

**SWANA: Northeast Chapter
Bottle Bill Debate
June 17, 2011**

**Total Started Survey: 11
Total Completed Survey: 11 (100%)**

1. Did the Bottle Bill debate have balanced representation from all viewpoints?

answered question 11

skipped question 0

	Response Percent	Response Count
Yes	90.9%	10
No	9.1%	1

2. Was the debate well moderated and well structured?

answered question 11

skipped question 0

	Response Percent	Response Count
Yes	72.7%	8
No	27.3%	3

3. Do you have any comments re Questions #1 and/or #2?

answered question

7

skipped question

4

- The rebuttals seemed to go on too long.
- The public, the redemption centers, and someone who is knowledgeable about recycling rates throughout the state who could have given stats on the actual recycling rates in different towns around the state were not represented. Also, the participants did not adhere to the rules of the debate which detracted from their messages. The moderator needed to be more firm with the participants. That being said, I really did enjoy the debate and would like to attend more of them on different topics.
- Was hard to keep track of what question was asked and who's turn it was to respond; Questions were not direct enough.
- Really great presentations. Wonderful speakers and good balance.
- Like the format... a good change from the usual.
- At times, the moderator stuck to the format when it was unnecessary to do so. For instance, in some cases rebuttal was unnecessary or added little to the debate.
- I would suggest fewer rebuttals - It got redundant and complicated.

4. Was the debate time:

answered question 11

skipped question 0

	Response Percent	Response Count
Too short	0.0%	0
Too Long	9.1%	1
About right	90.9%	10

5. Did you have trouble finding ecomaine?

answered question 11

skipped question 0

	Response Percent	Response Count
Yes	0.0%	0
No, even though it was my first time there	36.4%	4
No, I had been there before	3.6%	7

6. Was the tent a comfortable venue?

answered question 11

skipped question 0

	Response Percent	Response Count
Yes	100.0%	11
No	0.0%	0

7. Could you hear the speakers clearly?

answered question 11

skipped question 0

	Response Percent	Response Count
Yes	100.0%	11
No	0.0%	0

8. Do you have additional comments re Questions #4-#7?

answered question

5

skipped question

6

- It was very thorough and informative. I found the debate format a little tedious. I would have preferred more presentation with some chance at comment and rebuttal.
- It was a windy day so the tent wasn't great. It's too bad there isn't room inside for these type of events. The tent does not always work out and there is the smell issue.
- Wind was the only issue with the tent - otherwise it was a great change of pace from the usual conference rooms.
- One big point in my mind that wasn't discussed and that i didn't clearly shape until after the debate was the idea that obviously monetary incentives for a behavior (aka returning a bottle for a deposit) make an impact. No one was talking about details on how to increase recycling rates. Obviously recycling rates of returnables are much higher than other materials, therefore one would think that by offering monetary incentives for ALL recycling, it too would increase. Curbside recycling, however, only works because there is a cultural understanding that what we put out by the curb is worthless, otherwise we'd keep it in our house. To incentivize all recycling IS probably the answer, but it can't come through a curbside system, otherwise I would take the recyclables from in front of your house and say they are mine. Therefore the question in my mind isn't whether or not we should have a bottle bill, it is instead how can we effectively and efficiently incentivize ALL recycling to bring rates up to that of returnables. This implies that we understand that the details and structure of the current bottle bill may not be ideal and some changes will need to be made to the system especially if it is going to increase in scope. I would have liked to hear more ideas about how to increase recycling of all materials. Having done a fair amount of community based social marketing and programming, i can pretty much guarantee that by removing the bottle bill, bottle and can recycling would decrease to the same rate as all the other recyclable materials.
- Good event.

9. Would you have preferred a different format (other than a debate)?

answered question 11

skipped question 0

	Response Percent	Response Count
Yes	9.1%	1
No	90.9%	10

ecomaine
Memorandum

DATE: September 8, 2011
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, General Manager
SUBJECT: **Agenda for the Executive Committee Meeting**

There is an **ecomaine Executive Committee Meeting** scheduled for **Thursday, September 15, 2011 at 4:00PM**, first floor of the Waste-to-Energy Facility. The agenda for this meeting is as follows:

1. Approval of the May 19, 2011 Executive Committee Meeting minutes (*Attachment A*)
2. Finance Committee Report – Jim Gailey, Chairman
3. Audit Committee Report – Gary Foster, Chairman
4. Recycling Committee Report – Troy Moon, Chairman
5. Manager’s Report
 - Statement of Revenue and Expenses, FY11 (*Attachment B*)
 - Cash Flow Statement (*Attachment C*)
 - Tonnage Reports, FY11 (*Attachments D-1, D-2, D-3, D-4, D-5 & D-6*)
 - Electrical Revenues (*Attachment E*)
 - Operations
 - Legislative Update
 - Environmental Update
6. Review of Landfill Gas Utilization Project (*per KR on June 6, 2011*)
7. Future Meetings:
 - Audit Committee: September 22nd (*Thursday*) @ 3:00PM.
 - Finance Committee: September 22nd (*Thursday*) @ 4:00PM
(follows Audit Committee Mtg.)
 - Recycling Committee: September 28th (*Wednesday*) @ 4:00PM.

The Executive Committee 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).)



Memorandum

DATE: September 1, 2011

TO: Chairman and Members of the Board

FROM: Kevin H. Roche, General Manager

SUBJECT: Agenda for the September 8, 2011 Finance Committee Meeting

There is a ***Finance Committee Meeting*** scheduled for **Thursday, September 8, 2011 @ 4:00PM** at ecomaine's Waste-to-Energy facility. The agenda for this meeting is as follows:

1. Approval of the May 12, 2011 Finance Committee Meeting Minutes (*Attachment A*)
2. Five Year Plan
 - Cash Flow Projections Update (*Attachment B*)
 - Review of Cash Reserve Policies (*Attachment C*)
 - Recycling Revenue Sharing for Owner Communities (*Attachment D*)
3. Recommendation on Assessments FY '13 (*Attachment E*)
4. Review of Financial Statements
 - Statement of Revenues and Expenses – 6/30/11 & 7/31/11 (*Attachments F & G*)
 - Balance Sheet (*Attachment H*)
 - Cash Flows (*Attachment I*)
 - CIP (*Attachment J*)
 - Status of Accounts Receivable (*Attachment K*)
3. Other Items
4. Future Meetings:
 - Executive Committee: September 15th (*Thursday*) @ 4:00PM.
 - Audit Committee: September 22nd (*Thursday*) @ 3:00PM.
 - Finance Committee: September 22nd (*Thursday*) @ 4:00PM.
 - Recycling Committee: September 28th (*Wednesday*) @ 4:00PM.

The Finance Committee 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>).



Memorandum

DATE: September 15, 2011

TO: Chairman and Members of the Board

FROM: Kevin H. Roche, General Manager

SUBJECT: **Agenda for the Audit Committee Meeting**

There is an **ecomaine Audit Committee Meeting** scheduled for **Thursday, September 22, 2011 at 2:00PM** at the Waste-to-Energy Facility. The agenda for this meeting is as follows:

1. Approval of the March 24, 2011 Audit Committee Meeting Minutes (*Attachment A*)
2. **ecomaine** Insurance Review
3. Review of FY '11 Audit, RKO Audit Report (*Attachment B*)
4. Ethical Standards – Employee Handbook Review
5. Future Meetings:
 - Finance Committee: September 22nd (*Thursday*) @ 4:00PM (immediately following Audit Committee Mtg.)
 - Recycling Committee: September 28th (*Wednesday*) @ 4:00PM.
 - Full Board Meeting: October 20th (*Thursday*) @ 4:00PM.
 - Recycling Committee: October 28th (*Wednesday*) @ 4:00PM.