

ecomaine

Memorandum

DATE: February 9, 2012

TO: Chairman and Members of the Board

FROM: Kevin H. Roche, General Manager

SUBJECT: Agenda for the February 16, 2012, Executive Committee Meeting

There is an ecomaine **Executive Committee Meeting** scheduled for **Thursday, February 16, 2012 at 4:00PM**, first floor of the Waste-to-Energy Facility. The agenda for this meeting is as follows:

1. Approval of the December 15, 2011 Executive Committee Meeting minutes (*Attachment A*)
2. Finance Committee Report – Jim Gailey, Chairman
3. Recycling Committee Report – Troy Moon, Chairman
4. Manager's Report
 - Statistical Reports (*Attachments B-1, B-2 & B-3*)
 - Statement of Revenue and Expenses (*Attachment C*)
 - Cash Flow Statement (*Attachment D*)
 - Electrical Revenues (*Attachment E*)
 - Operations: WTE, Landfill and Recycling
 - Environmental Update
 - Legislative Update
5. Other
6. Future Meetings:
 - Recycling Committee Meeting: February 22nd (Wednesday) @ 4:00PM.
 - Finance Committee Meeting: February 23rd (Thursday) @ 4:00PM. (*Discussion on Recycling Revenue Sharing – all are welcome to attend.*)
 - Eco-excellence Awards: March 7th (Wednesday) from 10:00AM to 1:00PM.
 - Full Board Meeting: March 15th (Thursday) @ 4:00PM.
 - Audit Committee Meeting: March 22nd (Thursday) @ 2:00PM.
 - Budget Workshop and Finance Committee Meeting: March 22nd (Thursday) @ 4:00PM.
 - Recycling Committee Meeting: March 28th (Wednesday) @ 4:00PM.
 - Full Board Meeting: April 19th (Thursday) @ 4:00PM.
 - Recycling Committee Meeting: April 25th (Wednesday) @ 4:00PM.
 - Finance Committee Meeting: May 17th (Thursday) @ 2:30PM.
 - Executive Committee Meeting: May 17th (Thursday) @ 4:00PM.
 - Recycling Committee Meeting: May 23rd (Wednesday) @ 4:00PM.
 - Annual Meeting: June 14th (Thursday) @ 11:30AM



Owner Communities

- Bridgton
- Cape Elizabeth
- Casco
- Cumberland
- Falmouth
- Freeport
- Gorham
- Gray
- Harrison
- Hollis
- Limington
- Lyman
- North Yarmouth
- Ogunquit
- Portland
- Pownal
- Scarborough
- South Portland
- Waterboro
- Windham
- Yarmouth

Associate Members

- Baldwin
- Hiram
- Naples
- Parsonsfield
- Porter
- Saco
- Standish

Recycling Members

- Andover
- Cornish
- Monmouth
- Poland
- Sanford

DATE: December 16, 2011
TO: Chair and Members of the Executive Committee
FROM: Kevin H. Roche, General Manager
SUBJECT: Minutes of the December 15, 2011 **ecomaine** Executive Committee Meeting

The Executive Committee of **ecomaine** met on Thursday, December 15, 2011, at the Waste-to-Energy facility. The meeting was called to order at 4:03PM.

There were seven (7) items on the Agenda:

1. Approval of the November 17, 2011 Executive Committee Meeting minutes
2. Finance Committee Report – Jim Gailey, Chairman
3. Recycling Committee Report – Troy Moon, Chairman
4. Manager’s Report
5. Employee Handbook
6. Other Items
7. Future Meetings

Mr. Bobinsky, Chair, noted that another formal request letter will be sent again next week regarding interest in serving as an officer of ecomaine.

Item #1 – Approval of the November 17, 2011 Executive Committee Meeting Minutes

Mr. Cole moved that **“The Executive Committee hereby approves the minutes of the November 17, 2011 Executive Committee meeting as presented”**. The motion was seconded by Mr. Shaw and passed unanimously.

Item #2 – Finance Committee Report – Jim Gailey, Chair

In Mr. Gailey’s absence, Mike Bobinsky, Board Chair, gave the Finance Committee Report. He noted that the Committee last met on November 17, 2011 and reviewed the financial statements for October, 2011. Medical options for **ecomaine** employees was also discussed: staff is working on this and will report back at the next Finance Committee Meeting, scheduled for January 19, 2012 at 2:30PM (just before the full Board Meeting that day).

The agenda for the January 19th Finance Committee Meeting will be:

- review of expenditures and financial statements through 12/31/11.
- presentation by the Recycling Committee regarding revenue sharing.

Item #3 – Recycling Report – Troy Moon

Mr. Moon, Chair, gave the Recycling Committee Report.

The eco-excellence Award nominations are due by January 20, 2012. The Awards luncheon will be held on March 7, 2012.

The Catalog Choice opt-out program (regarding junk mail), has registered 262 households thus far.

The Recycling Revenue Sharing concept was supported unanimously by the Recycling Committee and they will make their recommendation to the Finance Committee in January, 2012.

The next meeting of the Recycling Committee will be Wednesday, January 25, 2012.

Item #4 – Manager's Report

Mr. Roche reviewed the Statistical Reports, Statement of Revenue and Expenses and Cash Flow Statement.

Electrical Revenues

ecomaine is currently looking for a fixed rate contract for one, two and three years. On January 10, 2012, this will go out to bid at 10:00AM; **ecomaine** will choose a contract at noon the same day.

Operations

Mr. Roche noted that currently one of the **ecomaine** boilers is down and **ecomaine** is experiencing a feed chute leak.

Thus far, 300 tons of metal (which is equal to 121 compact cars) has been mined from the Landfill. National Public Radio (NPR) recently visited the site. Mr. Roche will send this article to the Board. The issues with the unstable subsoils are being corrected and are about 85% complete.

Environmental Update

Dr. Anne K. Hewes, Environmental Manager, reviewed the latest fall 2011 Annual Compliance Stack Test Results, which were good. Mr. Regier requested information on the stack test results of the other Waste-to-Energy Facilities in the State of Maine.

Legislative Update

Handout #3 is a page from the Energy Recovery Council's website at <http://www.wte.org/about> that lists Waste-to-Energy companies, Local Government Members and Associate Members. (The Energy Recovery Council [ERC] is a national trade organization representing the waste-to-energy industry and communities that own waste-to-energy facilities.)

Mr. Roche reported that he has been invited to join the Board of the ERC and asked if there was support from the Executive Committee for him to do so.

Mr. Brobst made a motion that Kevin Roche be supported in becoming a Board Member of ERC. The motion was seconded by McGovern and all were in favor.

While it was noted that Congresswoman Chellie Pingree has toured **ecomaine**, it was requested that **ecomaine** further invite federal officials to tour/visit.

Medical Insurance

Mr. Arthur Birt, **ecomaine** Director of Finance & Administration, noted that **ecomaine** staff has been meeting with various insurance consultants and brokers. **ecomaine** will be looking at alternatives available within MMEHT, alternatives available outside MMEHT and alternatives available for Retiree Coverage and will then report to the Board.

ecomaine has retained Steve Eddy, from Investment Management and Consulting Group (IMCG) to work with MetLife on the 403(b) Retirement Plan for non-union **ecomaine** employees. An employee meeting was held to acquaint employees with the new plan, which will be in place January 1, 2012.

Item #5 – Employee Handbook

Mr. Birt stated that the Employee Handbook has been reviewed by our legal counsel and now all **ecomaine** rules and policies are located in one document. D. Gallant Associates was utilized to assist **ecomaine** with the handbook regarding human resource issues.

This month, all non-union employees will be having a six-month performance review.

There being no other items, Mr. Cole made a motion to adjourn the meeting. The motion was seconded by Mr. Foster and all were in favor. The meeting adjourned at 5:47PM.

PRESENT:

M. Bobinsky
D. Cole
G. Foster
M. McGovern
J. Miller
T. Moon
A. Plante
R. Regier
B. Rodden
M. Shaw
L. Boudreau
R. Brobst
M. Frank
W. Shane
L. Van Gaasbeek

ABSENT:

J. Gailey

Staff: A. Birt, S. Dunn, A. Hewes, K. Roche, L. Trufant & K. Trytek.

**Summary Analysis of All Tons
July 1, 2011 to January 31, 2012**

Community	Waste			Recycle		
	FY11	FY12	over/(under)	FY11	FY12	over/(under)
BRIDGTON	1,413	1,433	20	387	377	(10)
CAPE ELIZABETH	1,580	1,614	34	775	700	(75)
CASCO	543	561	18	296	264	(32)
CUMBERLAND	937	891	(46)	522	500	(22)
FALMOUTH	1,285	1,275	(10)	1029	893	(136)
FREEPORT	988	986	(3)	325	357	32
GORHAM	1,252	1,284	33	737	795	58
GRAY	1,563	1,572	9	-	-	-
HARRISON	568	572	4	130	125	(5)
HOLLIS	562	571	9	183	189	6
LIMINGTON	929	935	6	63	67	5
LYMAN	657	682	25	136	155	19
NORTH YARMOUTH	338	346	9	275	243	(32)
OGUNQUIT	405	385	(20)	51	202	150
PORTLAND	5,884	5,659	(225)	3080	3446	366
POWNAI	101	106	6	95	86	(10)
SCARBOROUGH	3,187	3,254	67	1650	1555	(95)
SOUTH PORTLAND	3,647	3,726	79	1493	1355	(138)
WATERBORO	1,066	1,087	21	327	263	(64)
WINDHAM	1,254	1,263	9	954	905	(49)
YARMOUTH	1,354	1,390	36	623	603	(20)
Owner Member Total	29,511	29,590	80	13,132	13,079	(53)
BALDWIN	314	318	4	-	-	-
HIRAM	314	318	4	-	-	-
NAPLES	662	679	18	-	-	-
PARSONFIELD	414	437	23	53	46	(7)
PORTER	314	318	4	-	-	-
SACO	2,994	3,005	11	1,068	1,030	(38)
STANDISH	1,776	1,858	82	389	342	(47)
TRI-TOWN	-	-	-	58	76	18
Associate Member Total	6,789	6,934	146	1,569	1,494	(74)
	-	-	-	-	20	20
ANDOVER	-	-	-	28	24	(4)
CORNISH	-	-	-	25	37	12
ELIOT	-	487	487	-	-	-
HARPSWELL	706	677	(29)	-	-	-
JAY	-	-	-	-	214	214
LIVERMORE FALLS	459	417	(42)	125	99	(26)
MANCHESTER	-	-	-	61	77	16
MONMOUTH	-	-	-	192	193	-
NEWINGTON	-	-	-	-	46	46
NORTH HAVEN	12	136	124	-	-	-
OLD ORCHARD	-	-	-	385	367	(18)
POLAND	-	-	-	249	233	(16)
READFIELD/WAYN	-	-	-	182	194	12
SANFORD	191	223	32	1,167	996	(171)
Contract Member Total	1,368	1,940	572	2,415	2,501	85
Commercial Total	40,054	39,982	(73)	4,110	4,066	(44)
Spot Market Total	23,802	23,389	(413)	-	-	-
Grand Totals	101,524	101,835	311	21,226	21,140	(86)

Month / Year	Facility Availability	On Peak KWHs	Off Peak KWHs	Total KWHs	On Peak Rate	Off Peak Rate	Electricity Revenues	ISONE Market Value
Jan-10	98%	3,310,034	4,482,631	7,792,665	\$0.09707	\$0.07727	\$717,439	
Feb-10	95%	3,038,210	3,650,447	6,688,657	\$0.09819	\$0.07724	\$629,756	
Mar-10	96%	3,668,101	3,741,131	7,409,232	\$0.08306	\$0.06670	\$612,036	
Apr-10	61%	1,897,314	2,169,219	4,066,533	\$0.07234	\$0.05444	\$312,336	
May-10	93%	3,407,537	4,431,390	7,838,927	\$0.07021	\$0.05338	\$533,701	
Jun-10	93%	3,787,872	3,946,891	7,734,763	\$0.07615	\$0.05517	\$552,430	
Jul-10	96%	3,451,635	4,510,803	7,962,438	\$0.08503	\$0.06136	\$616,555	
Aug-10	99%	3,880,733	4,478,367	8,359,100	\$0.08431	\$0.06184	\$650,513	
Sep-10	95%	3,536,806	4,092,807	7,629,613	\$0.07301	\$0.05560	\$531,986	
Oct-10	99%	3,684,282	4,715,036	8,399,318	\$0.07397	\$0.05617	\$583,762	
Nov-10	94%	3,482,344	3,838,460	7,320,804	\$0.07704	\$0.05923	\$541,771	
Dec-10	97%	3,502,186	3,887,300	7,389,486	\$0.08357	\$0.06555	\$593,229	
Jan-11	96%	3,333,950	4,024,645	7,358,595	\$0.09707	\$0.07727	\$680,335	
Feb-11	99%	3,043,296	3,512,245	6,555,541	\$0.04334	\$0.04334	\$326,532	\$412,082
Mar-11	98%	3,444,203	3,492,190	6,936,393	\$0.04334	\$0.04334	\$343,359	\$362,553
Apr-11	66%	1,762,990	2,177,127	3,940,170	\$0.04334	\$0.04334	\$212,191	\$206,087
May-11	87%	3,096,218	3,803,942	6,900,160	\$0.04334	\$0.04334	\$341,900	\$322,749
Jun-11	98%	3,649,570	3,994,354	7,643,924	\$0.04334	\$0.04334	\$363,139	\$352,301
Jul-11	99%	3,553,158	4,635,406	8,188,564	\$0.04334	\$0.04334	\$387,688	\$464,659
Aug-11	96%	3,793,874	3,860,020	7,653,894	\$0.04334	\$0.04334	\$365,783	\$359,176
Sep-11	100%	3,716,566	4,016,809	7,733,375	\$0.04334	\$0.04334	\$371,100	\$338,995
Oct-11	91%	3,150,283	4,079,819	7,230,102	\$0.04334	\$0.04334	\$350,098	\$326,227
Nov-11	98%	3,741,801	4,074,766	7,816,567	\$0.04334	\$0.04334	\$375,565	\$315,501
Dec-11	99%	3,257,803	3,616,743	6,874,546	\$0.04334	\$0.04334	\$334,286	\$276,051
Jan-12	93%	2,959,673	3,329,413	6,289,086	\$0.04334	\$0.04334	\$308,705	\$288,959
Feb-12					\$0.04495	\$0.03630		
Totals for Contract period							\$4,080,345	\$4,025,339