

# ecomaine

Memorandum

**DATE:** October 31, 2018

**TO:** Chairman and Members of the Board

**FROM:** Kevin H. Roche, CEO/General Manager

**SUBJECT:** Executive Committee Meeting Minutes – October 18, 2018

There was an Executive Committee **Meeting** held on the date noted above. The meeting was called to order by Matthew Frank, Chairmen.

**Item #1:** Approval of the Minutes

Troy Moon motioned to accept the minutes as written. The motion was seconded by Linda Boudreau. All in favor.

**Item #2:** Outreach & Recycling Committee– Caleb Hemphill, Chair

Caleb reported out that the Outreach & Recycling Committee last met on September 13, 2018 and reported out to the Full Board of Directors on September 20, 2018. He provided the following re-cap:

- School Grant's program is underway, applications will be accepted through October 19<sup>th</sup>, 2018.
- This year's Annual Open House was held on September 29<sup>th</sup>, 2018 and 1000 people attended.
- The committee continues to review recycling contamination & education stats and have noticed a slight decrease across all communities in contamination levels. **ecomaine** educational staff continues to work with communities conducting educational sessions. Additional outreach efforts include earned media, TV, radio, online print and promotion of the Recyclopedia.

**Upcoming:**

eco-Excellence Awards solicitations will begin in November and we will accept nominations thru the end of January 2019.

The next meeting of the Outreach & Recycling Committee is January 24<sup>th</sup> at which time the committee will review applications for the School Grants Program.

**Item # 3:** Finance & Audit Committee– Erik Street, Chair

Erik Street reported that the Finance & Audit Committee last met on September 20, 2018 and reported out to the Full Board on that same day;

The committee reviewed and discussed the following:

- Erik discussed his review with staff of the Cash Disbursements with the Finance & Audit Committee.
- The committee reviewed and discussed the 5 Year Plan.
- We reviewed, discussed and recommended to the Full Board a 3.5 percent increase for FY 20 for MSW tipping fees (\$70.50 to \$73.00) and a \$35.00 per ton tipping fee on single sort recycling effective 07/01/2019.
- We also discussed the recommendation on Rates for FY 19 of \$15 per ton recycling charge for single sort recycling beginning November 1, 2018. This recommendation was deferred to the Full Board for discussion and decision at the November 15, 2018, Full Board of Directors Meeting.

After a lengthy discussion of the Executive Committee on the \$15 per ton charge for FY 19, Bill Shane motioned that the committee recommend to the Full Board to not approve the \$15 per ton charge effective November 1, 2018 and that **ecomaine** cover this with internal cash flow. The motion was second by Erik Street. All in favor.

In addition, the Executive Committee authorized staff to continue to manage contamination fees as they are currently doing with owner communities. Past practice shows that Contamination fees for owner communities have been charged when loads are heavily contaminated and not demonstrating improvements. This policy should continue.

**Item# 4:**      **Executive Session:**

Christopher Branch made the motion to go into Executive Session for the purpose of discussing the Collective Bargaining Agreement between Ecomaine and **Local 877 & Local 4, International Union of Operating Engineers**. IAW – Section 405 – 6 D of Title 1 of the Maine Revised Statutes. The motion was second by Troy Moon. All in favor.

William Shane made the motion to end Executive Session. The motion was second by Linda Boudreau. All in favor.

**Item# 5:**      **Managers Report**

Kevin Roche reported out to the Executive Committee on the following:

Reviewed and discussed Financial Statements for FY 19.

Briefed the committee on recycling markets.

Re-cap on recent conference call with 9 Dragons and the prospect of potential business opportunities for recycled paper.

Update of upcoming Outage.

Fire Prevention Detection design and improved detection capabilities.

Legislative Update on Casella & DEP landfill extension.

Matthew Sturgis motioned to adjourn. The motion was seconded by Caleb Hemphill. All in favor.

**Present:**

Jeff Amatrudo, Anne Bilodeau, Christopher Branch, Deb Cabana, Matthew Frank, Caleb Hemphill, Troy Moon, Dave Morton, Rod Regier, Bill Shane, Mike Shaw, Erik Street & Matthew Sturgis

**Staff:**

Matt Baum, Matt Grondin Denise Mungen, Kevin Roche & Kevin Trytek