



Memorandum

DATE: September 15, 2022

TO: Chairman and Members of the Board

FROM: Kevin H. Roche, CEO/General Manager

SUBJECT: Full Board of Directors Meeting Minutes – September 15, 2022

There was a Full Board of Directors Meeting held via the Zoom Platform on the date noted above. The meeting was called to order by Bill Shane, Chair.

Item #1: Approval of the Minutes

Matthew Frank motioned to approve the minutes from June 16, 2022, Annual Meeting and July 18, 2022, Special BOD Meeting. The motion was second by Caleb Hemphill. All in favor.

Item # 2: Presentations

HDR, John Clark presented on the Facilities Assessment on the Waste-to-Energy Facility.

RRT, Ryan Lawlor presented on the Facilities Assessment on the Recycling Facility.

Both presentations were followed by several questions regarding current conditions and future growth opportunities for both facilities.

Item # 3: Finance & Audit Committee Report – Anne Bilodeau, Chair

Anne Bilodeau reported that the Committee met prior to the Full Board Meeting and provided a recap of the significant items.

Additional Lease Financing

Anne stated that the committee spent a considerable amount of time discussing the Additional Lease Financing that staff is proposing due to the expenses incurred during the turbine outage and the effects it is having on operating cash needs. Staff is proposing an increase in lease financing from the current \$2 million to \$3.5 million to include the Emissions Control Equipment and other approved CIP Projects.

Cash Disbursements

Anne reviewed with staff the Cash Disbursements and found no issues or concerns to report.

Cyber Insurance

Greg L'Heureux (staff) reported on the progress on obtaining Cyber Insurance and currently have four quotes under review and is expecting to receive more quotes. Staff is expecting to procure the Cyber Insurance Policy soon.

Financial Statements

Anne noted that the committee review of the financials was overall good news. At our committee meeting in October, RKO the Auditors will give us the complete overview of the FY 22 Financials. She briefly discussed the recycling markets and the impact of the Turbine Project on FY 22 Budget; more details will be provided next month.

Item # 4: Outreach & Recycling Committee Report – Caleb Hemphill, Chair

Caleb Hemphill reported out that the Outreach & Recycling Committee last met on September 8, 2022, and provided the following highlights:

- The received four entries for the “Recycling Work of Art Painting Contest.” The committee awarded all four as winners. The winners will receive a \$500 stipend for their work.
- Staff reached just over 73,169 people for FY 22 through outreach & education.
- **ecomaine** continued in FY 23 the tagging program with participating communities. Interns have been tagging in the Saco, Sanford, and South Portland.

The next meeting of the Outreach & Recycling Committee is scheduled for November 10, 2022 @ 4pm.

Item # 6: Manager's Report

Update – Turbine Refurbishment

Kevin Roche provided an update on the Turbine project, it is ahead of schedule, he anticipates it returning the week of September 26 and will take a week to get it installed and up and running the 1st or 2nd week in October.

We installed a Steam Vent to increase capacity. The modification put us almost back to full production. We did have some noise complaints, but staff is working with the communities on resolving the issues with noise and the City of Portland.

Casella increased their bypass rate from \$75 to \$99 per ton.

Update – Recycling Markets

The Recycling Markets have dropped out in August, although extremely strong in FY22 the markets have come to a halt.

Financial Report

Kevin Roche (Staff) noted that the year-end financials will be reviewed next month at the Full Board Meeting.

Adjourn: Linda Boudreau motioned to adjourn. The motion was second by Troy Moon. All in favor.

Present:

Dennis Abbott, Anne Bilodeau, Linda Boudreau, Linda Cohen, John Cloutier, Dave Durrell, Matthew Frank, Tom Hall, Caleb Hemphill, Katharine Johnston, Steve Kelley, Jarrod Maxfield, Mike Murray, Troy Moon, Robert Peabody, Rod Regier, Heidi Richards & Bill Shane

Guest:

John, Clark, Kirk Dunbar, Bruce Howie, Ryan Lawlor & Tony LoRe

Staff:

Mark Dolloff, Greg L'Heureux, Denise Mungen, Kevin Roche & Kevin Trytek