



Memorandum

DATE: October 20, 2022

TO: Chairman and Members of the Board

FROM: Kevin H. Roche, CEO/General Manager

SUBJECT: Full Board of Directors Meeting Minutes – October 20, 2022

There was a Full Board of Directors Meeting held at MPX located at 2301 Congress Street, Portland Maine. The meeting was called to order by Bill Shane, Chair.

Item #1: Approval of the Minutes

Linda Boudreau motioned to approve the minutes from September 15, 2022. The motion was second by Bob Burns. All in favor.

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

Caleb reported out that the committee last met on September 8, 2022, and provided the following highlights:

- **P.R., Education & Outreach** – Staff has reached 12,970 through education and outreach. The number of items searched through recyclopedias has reached 100,000 and web traffic is up 10% last month.
- **School Recycling Grants** are currently underway, with mid-term reports due in December.
- Staff will be launching **2023 eco-Excellence Awards** nominations.

The next meeting of the Outreach & Recycling Committee is November 10, 2022, all are welcome to attend.

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

Anne Bilodeau reported that the Committee met prior to the Full Board Meeting today and provided the following recap:

- Anne reviewed a variety of cash disbursements, with only minor issues. Staff provided clarification on temporary labor vendor and staff travel expenses.
- The committee received a presentation of the FY 22 Audit from Greg L'Heureux (Staff) in lieu of RKO, the auditor was unable to meet due to illness. He reported that the FY Audit 22 was an Unmodified (clean) report and RKO will be available to the committee if requested to review the Audit at the next Finance & Audit Committee meeting in November (if requested by the committee).
- Greg L'Heureux (Staff) provided the committee with a brief overview of the

FY 23 finances.

- Greg L'Heureux (Staff) provided the committee with and update on the recently procured Cyber Insurance.

Item # 4: Financial Reports

Kevin Roche provided a review of the final FY 22-year end financials.

Item # 5: Review of the 5 Year Plan

Kevin Roche noted that staff handed out a revised copy of the 5 Year Plan today. The revision includes projections for FY 24 & FY 25. He discussed the Recycling Market for FY 22, needed Recycling Facility replacement, upgrades to the WTE facility, the Landfill Expansion, and adjustments in tipping fees. Additionally, he discussed Capital Improvements for FY 23, borrowing needs and the turbine.

There was a lengthy discussion on tipping fees, the value on insurance claims related to the turbine and other matters. The board requested staff provide (at the November meeting) a list of assumptions and alternative tipping fees on recycling and MSW.

Item # 6: Review and Approval of FY 24 Rates for Owner Communities

There was a lengthy discussion on FY 24 rates. Bill Shane, Chair advised that a decision on the rates did not need to be made today. The Full Board requested staff prepare a list of assumptions for the board review at the November 17, 2022, Full Board of Directors Meeting.

Rod Regier motioned to table the review and approval of the FY 24, MSW & Recycling rate increases. Motion was second by Bob Burns. All in favor.

Item # 7: Approval – Additional Lease Financing Resolution

Greg L'Heureux provided a recap of the necessity of the Additional Lease Financing as reflected in the resolution provided.

Tom Hall motion to approve the additional lease financing for capital improvement projects approved by the board of directors in the FY 23 Budget. The additional lease financing is to complete the emission control project and other projects as reflected in the FY 23 Capital Budget. The motion was second by Linda Boudreau. All in favor.

A discussion followed.

Item # 8: MRC Partnering Discussion

Staff discussed interest in partnering with MRC on recycling and requested authorization from the board to proceed with discussions. Staff will draft a letter to the MRC from the ecomaine board soliciting their interest in pursuing a partnership.

Tom Hall motioned to authorize staff to proceed with a letter of interest in partnership with the MRC. The motion was second by Rob Wood. All in favor.

Other: Staff provided information on a letter of interest in purchasing a property. A discussion followed.

Present:

Dennis Abbott, Anne Bilodeau, Linda Boudreau, Bob Burns, Linda Cohen, Dave Durrell, Tom Hall, Caleb Hemphill, Katie Johnston, Steve Kelley, Mike Murray, Troy Moon, Rod Regier, Bill Shane, Erik Street & Rob Wood

Guest:

Terry Deering – Town of Gorham

Staff:

Matthew Baum, Matt Grondin, Greg L'Heureux, Denise Mungen & Kevin Roche