



**Memorandum**

**DATE:** March 24, 2023  
**TO:** Chairman and Members of the Board  
**FROM:** Kevin H. Roche, CEO/General Manager  
**SUBJECT:** Full Board of Directors Meeting Minutes – March 16, 2023

There was a Full Board of Directors Meeting held at **ecomaine**. The meeting was called to order by Bill Shane, Chairman.

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

Caleb Hemphill motioned to approve the minutes of January 19, 2023. The motion was seconded by Matthew Frank. All in favor.

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

Anne Bilodeau reported that the Committee met on January 19 and reported to the Full Board on that date. She noted that staff will be presenting the proposed FY 24 Budget at this meeting.

The next meeting of the Finance & Audit Committee will be held on March 23, 2023, at which time the committee will review the Proposed FY 24 Budget. All are encouraged and welcome to attend.

**Item # 3:** Outreach & Recycling Committee Report – Caleb Hemphill, Chair

Caleb reported out that the committee last met on February 9, 2023, and provided the following highlights:

PR and Education & Outreach through February 2023 – Staff have reached, 47,225 people.

Staff launched the Upcycle Challenge on January 9<sup>th</sup>; the grant asks students to make new items from items that have been discarded. The deadline is March 31, at which time the Outreach & Recycling Committee will determine the finalist. The finalist will be voted on by the public online through April.

The committee awarded twelve eco-Excellence winners. The awards ceremony will be held here at **ecomaine**, in the first floor Community Room on March 21, 2023. Please let staff know if you would like to attend.

Staff is working on EPA Recycling Education and Outreach Grant under the Infrastructure Act through the EPA. The grant will focus on increasing recycling at multi-family units in **ecomaine** member communities. The request will be close to \$2 million. This is in addition to the \$4 mm grant for the new MRF also being

requested through the infrastructure grant. We are looking for letters of support sent by staff to our communities. The deadline for submission is February 15, 2023.

Staff are working on Eco fest 2023, scheduled on Earth Day, April 22, 2023, at the North Yarmouth Community Center.

Matt Grondin (Staff) provided an overview of available resources through the communication department to the board.

The next meeting of the Outreach & Recycling Committee is April 13, 2023, all are welcome to attend.

**Item # 4:**      **Presentations Proposed FY 24 Budget– Kevin Roche**

Kevin Roche (Staff) presented the proposed budget for FY 24. This included a review of the current fiscal year with the revised budget for FY 23. He reviewed notable items favorable and unfavorable, provided a comparison analysis of FY 24 & FY 23, discussed Payroll, Benefits, Health Insurance & Workers Compensation costs, he summarized key balances on lease repayment, investment portfolio and a review of capital improvements and other areas of the budget were reviewed. There was a discussion at the conclusion of the presentation.

**Item # 5:**      **Executive Session: Discussion or consideration of Real Property** (The Executive Committee may wish to go into Executive Session for the above item under Section 405 (6) (C) of Title 1 of the Maine Revised Statutes).

Troy Moon motioned to enter Executive Session. Linda Boudreau second the motion.

Troy Moon motioned to exit the Executive Session. Dave Durrell second the motion.

**Item #6:**      **Manager's Report**

Kevin Roche (Staff) reported out on the following:

- Recent discussions with MRC on a regional approach to recycling.
- Update on 3 pending legislations; LD 399, LD 1171 & LD 1172.
- Recent discussion with DEP, Portland Water District and ecomaine on Biosolids/PFAS.

Greg L'Heureux (Staff) provided an update on year-to-date Finances.

**Adjourn:**      Steve Kelley motioned to adjourn. The motion was second by Matt Sturgis. All in favor.

**Present:**

Dennis Abbott, Anne Bilodeau, Linda Boudreau, Linda Cohen, Dave Durrell, Matthew Frank, Caleb Hemphill, Steve Kelley, Troy Moon, Mike Murray, Rod Regier, Tim Reiniger, Heidi Richards, Bill Shane, Matthew Sturgis, Amber Swett & Tony Ward

**Staff:**

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