

ecomaine
Memorandum

DATE: June 1, 2021
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: Executive Committee Meeting Minutes – May 20, 2021

There was an **Executive Committee Meeting** held on the date noted above. The meeting was called to order by Mike Shaw, Chair.

Committee Present: Dennis Abbott, Anne Bilodeau, Linda Boudreau, John Cloutier, Dave Durrell, Matthew Frank, Jamie Garvin, Caleb Hemphill, Jessica Maloy, Bill Shane, Mike Shaw & Erik Street

Other Board Members Present: Bob Burns & Dena Libner

Guests: Roland Lavallee, Peter Merfield, Peter Mills & Dave Mitchell – Maine Turnpike Authority & Greg L'Heureux

Item 1 – Approval of the Minutes:

Bill Shane motioned to approve the minutes from December 17, 2020. The motion was second by Erik Street. All in favor.

Item 2 – Presentation – Maine Turnpike Authority:

Kevin Roche provided a brief history on the proposed Gorham Turnpike Spur that was envisioned 17 years ago. We currently have a new proposal from the Maine Turnpike Authority for presentation.

Roland Lavallee, HTNB, engineering consultant for the Maine Turnpike Authority provided a presentation on the proposed plans for the Gorham Turnpike Spur.

Roland reviewed all aspects of the plan to include their interest in partnering with ecomaine on possible land acquisition. There was a discussion that followed.

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

Caleb Hemphill reported out that the committee last met on Aril 8th and reporting out the following highlights:

- Upcycle Challenge 2021 is complete. Fiddlehead Center for the Arts in Scarborough was the winner, for their chandelier made from single use plastic bottles.
- FY 21 School Recycling Grants are underway, final reports will be due later in May.
- FY 22 School Recycling Grants Program will be launching in spring with projects due the following fall.
- Master Recyclers program has begun, staff will be launching new groups each month. There are currently 100 participants lined up for the six-month program. With a waiting list of 50 for 2022.
- Tagging Education Program is underway five days a week for the past few weeks. Participants include Portland, Scarborough, South Portland, Westbrook and Yarmouth. Staff will continue to tract progress.

Item 4 – Finance & Audit Committee Report – Bill Shane, Chair:

Bill Shane reported the following recap of the Finance & Audit Committee meeting at 3pm today.

- Cash Disbursement were reviewed on May 28, 2021 with staff for the period of February 27, 2021 thru May 5, 2021 and found them to be in accordance with purchasing procedures.
- Jennifer Connors from RKO will be heading up the FY 21 Audit. She provided a preliminary audit presentation on the roles and responsibilities of staff, the committee and the Auditors. Additional information was also provided on the areas of focus for this year's Audit.
- We have signed off with Gorham Savings Bank the first \$2.5 million lease which went into effect April 30th, 2021. The lease was broken down into a \$1.0 million lease over 5 years and \$1.5 million lease for a 10 year term.

The next Finance & Audit Committee Meeting is scheduled for September 16, 2021, at 3pm.

Item 5 – Manager's Report

Kevin Roche reported the following updates:

- Legislative Update LD 57 – **ecomaine** has been advocating for LD 57 (Landfill Fee Bill). The purpose of the bill is to eliminate all landfill fee exemptions for all communities. The fees received will go to the Solid Waste Fund to support initiatives in reuse and recycling education and support communities. To include bringing back recycling programs in communities that have had to cancel them. There is a work session scheduled tomorrow.
- Legislative Update LD 1541 – The purpose of the Extended Productor Responsibility Bill is to put responsibility on the producers to provide responsible packaging. There is opposition and support of the bill. More to follow in the coming weeks. A brief discussion followed.
- Electric Truck/Wash Bay Update – The Lyon Company has procured a power solution (E-Axile). This has resulted in a delay in the delivery until summer of 2022.
Partial funding for the Electric Trucks is from State and Federal Grants. We met with

DEP regarding the grant and they are willing to work with us with a deadline of September of 2022.

Wash Bay project is going forward with support from City Leadership of South Portland. The Contractor is in place and ready to go, the project is approximately 10 months.

- Landfill Solar Project – We have approval from the town. We are awaiting DEP for permitting. Our biggest challenge will be CMP. The project will also need to go to ISO New England for transmission approval and have some concerns as to how long this may take. We are looking at some changes in where the solar farm will be located based on the proposed turnpike project. Project should begin this summer or fall and last approximately 10 months.
- Recycling Markets – ecomaine is seeing market improvement for all materials. There are problems with transportation & trucking, but orders are coming in strong.

Financial Statements

Kevin Roche reviewed the Financial Summary and reported that our revenues are strong compared to budget. Expenses are favorable to budget. We are having difficulty with temporary help. Other areas reviewed were reserve, cash and WTE operations (downtime during outage). We continue to take food waste and we are planning to renew the contract this year.

Bill Shane asked staff to reach out to the County or GPCOG to see if we are eligible for any COVID funding for infrastructure projects as a Quasi-municipal entity. Kevin will reach out to see if we are eligible. He also noted that we have reached out to the DEP for other grant opportunities and we submitted a proposal for regionalization. (Grant still pending).

Item 6 – Executive Session: New Member Community Contracts. (The Executive Committee may wish to go into Executive Session for any of the above items under Section 405(6)(C) of Title 1 of the Maine Revised Statutes.)

Mike Shaw, Chairman requested Kevin Roche, Don Hebert & Greg L’Heureux to stay for the Executive Session.

Bill Shane motioned to enter Executive Session. The motion was second by Caleb Hemphill. All in favor.

Erik Street motioned to exit Executive Session. The motion was second by Bill Shane.

7. Other Business:

Item 8 – Executive Session: Report from the Review Committee on the GM Evaluation. (The Executive Committee may wish to go into Executive Session for any of the above items under Section 405(6)(A) of Title 1 of the Maine Revised Statutes.)

Bill Shane motioned to enter Executive Session at 6:02pm. The motion was second by Caleb Hemphill. All in favor.

Caleb Hemphill motioned to exit Executive Session 6:26pm. The motion was second by Bill Shane.

Adjourn: Caleb Hemphill made a motion to adjourn. The motion was second by Bill Shane. All in favor.

Staff Present: Matt Grondin, Don Hebert, Wei Huang, Denise Mungen, Kevin Roche & Jenna Sweeney