



## Memorandum

**DATE:** June 8, 2023

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

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

**SUBJECT:** **Special Meeting of the Full Board of Directors – June 7, 2023**

There was a Special Meeting of the **ecomaine** Board of Directors Meeting held on the Zoom Platform on **June 7, 2023**. The meeting was called to order by Chairman Bill Shane.

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

Matthew Frank motioned to approve the minutes from April 20, 2023. The motion was second by Rob Wood. All in favor.

**Roll Call:** Dennis Abbott, Anne Bilodeau, Linda Boudreau, Bob Burns, Linda Cohen, Terry Deering, Matthew Frank, Jim Gailey, Caleb Hemphill, Doug Howard, Steve Kelley, Troy Moon, Mike Murray, Bob Peabody, Tim Reiniger, Bill Shane, Erik Street, Amber Swett, Tony Ward & Rob Wood

**Item 2:** **Lease of 90 Blueberry Road Property (Including Resolution and Agreement of Lease)**

Kevin Roche reviewed (see attached summary) the layout of the current properties and the proposed property (90 Blueberry Road) under consideration for leasing. He provided a timeline & review of the history of the current MRF, and steps staff have taken to evaluate its longevity. The timeline included the assessment from an outside consultant who presented their findings to the Full Board of Directors. The assessment determined that the current MRF is nearing the end of service. The cost of a new MRF was estimated at \$21.4 million.

Kevin provided additional historical information on staff actions to date with the brokers and owners of Sturbridge Properties.

He provided variables to consider under the retrofit options on cost and benefits of repurposing the current MRF facility. He reviewed the lease terms, square footage, cost for the 1<sup>st</sup> year, security deposits and other items associated with the leasing. He noted ecomaine ability to terminate the lease if unable to permit to include changes in use or deficiencies that cannot be resolved.

In final, he outlined the impacts and risks. There was a brief question and answer period and discussion on insurance, contamination, permitting, and other areas associated with the leasing of the property.

Tim Reiniger motioned to approve the Executive Committee recommendation to enter the Lease Agreement as provided in Attachment B2 (with Sturbridge Real Estate Corporation). Motion was seconded by Jim Gailey.

**Roll Call:** Dennis Abbott, Anne Bilodeau, Linda Boudreau, Bob Burns, Linda Cohen, Terry Deering, Dave Durrell, Matthew Frank, Jim Gailey, Caleb Hemphill, Doug Howard, Steve Kelley, Troy Moon, Mike Murray, Bob Peabody, Tim Reiniger, Rod Regier, Bill Shane, Erik Street, Amber Swett, Tony Ward & Rob Wood (All in favor)

Motion passed @ 91.54 % of Voting Interest)

**Other:** Bill Shane reminded the board of the upcoming Annual Board of Meeting, scheduled for June 15, 2023 @ 11:30am. We are asking all members to arrive early for a group photo that will be taken at 11:15.

**Adjourn:** Troy Moon motioned to adjourn. The motion was second by Erik Street. All in favor.

**Guest:**

Nathan Poore, Board Alternate & Nicholas Morrill, Jensen Baird

**Staff:**

Greg L'Heureux, Wei Huang, Jason Kenney, Denise Mungen, Kevin Roche & Kevin Trytek