



## Memorandum

**DATE:** November 27, 2023  
**TO:** Chairman and Members of the Board  
**FROM:** Kevin H. Roche, CEO/General Manager  
**SUBJECT:** **Agenda – Full Board of Directors Meeting**

There was an **ecomaine** Board of Directors Meeting held on **November 16, 2023**. The meeting was called to order by Chairman Bill Shane.

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

Tony Ward motioned to approve the minutes from the October 19, 2023. The motioned was second by Dave Durrell. All in favor.

**Item 2:** **Presentation: Dustin Ward, President & Founder “It is Time” Diversity Equity & Inclusion**

Dustin Ward provided an overview to the board on what he is hoping to accomplish with the DEI Training. He noted that the focus is on the importance of DEI Education. Dustin reviewed the foundation of DEI and provided a brief history of what led him in the direction of educating others on DEI. He discussed terms of inclusion and closed with the need for continuing education. There was a brief discussion that followed.

**Item 3:** **Presentation: economic Investment Portfolio – Noah Petrucci & Daniel Lay, HM Payson**

Noah Petrucci and Dan Lay provided an overview of the **ecomaine** Investment Portfolio, including but not limited to account activity, asset allocation, account performance, account value vs. net investments and a review of the reserves. There was a discussion on HM Payson philosophy on characteristics in selection of investment in **ecomaine’s** portfolio as it relates to Environmental, Social & Governance (ESG Analysis).

HM Payson will provide an ESG Analysis for review by staff and the Board of Directors.

**Item 4:** **Finance & Audit Committee Report – Anne Bilodeau, Chair**

Anne Bilodeau reported that the committee last met on October 19<sup>th</sup> and reported to the board on that same date.

Anne stated that the board of directors approved the increase in rates for owner communities to \$97.50 for MSW and \$65 for single sort recycling. In addition, the board approved the new MRF project Resolution Addendum of the Lease Agreement as well as the cost estimate and anticipated financing in the amount of \$25.2 million. Anne also noted that management has issued RFQ’s for Bound Council and Municipal Advisor.

- Kevin Roche (Staff) noted he will come back to the board with any necessary resolutions on borrowing and that these resources need to be in place in early 2024. He also noted that the landfill was a high priority as far as the scheduling goes.

He referenced the rules in the by-laws and the terms for bonding which is a 75% voting interest. No action is required currently, and this is for information only.

The next Finance & Audit committee meeting will be held on January 18, 2024.

**Item 5:** **Outreach & Recycling Committee Report – Caleb Hemphill, Chair**

Caleb Hemphill reported that the committee last met on November 9, 2023, and reported out the following:

Through FY 24, staff has reached 11,389 people through in person outreach. **Ecomaine** staff has increased focus on digital outreach producing education videos, sustainability community interviews, polling, and events.

The Recycling Work of Arts Contest received 4 entries, winners will receive \$500 for materials and \$500 to promote recycling on our silver bullet containers.

In final, **eco-Excellence** announcement was published on November 10 and will close on January 17, 2024. Please consider nomination for members of your communities.

The next meeting of the Outreach & Recycling Committee will be held on February 8, 2024 @ 4pm. All are welcome to attend.

**Item 6**      **Managers Report**

**90 Blueberry Road** – The application for the project is scheduled to be submitted to the City and DEP in the next 30 – 60 days.

**Recycling Market Report** – Kevin Roche (Staff) reviewed the Recycling Market Report with the board.

**Outage Report** – Outage was successful, cost 1.3 million.

**Turbine Claim** – Turbine Claim was denied by insurance company, staff is pursuing other options.

**Adjourn:**      Dave Durrell motioned to adjourn. The motion was second by Linda Cohen. All in favor.

**Present:**

Dennis Abbott, Anne Bilodeau, Carrie Castleman-Ross, Linda Cohen, Terry Deering, Dave Durrell, Matthew Frank, Jim Gailey, Caleb Hemphill, Doug Howard, Katie Johnston, Steve Kelley, Troy Moon, Mike Murray, Cass Newell, Rod Regier, Tim Reiniger, Heidi Richards, Bill Shane, Erik Street, Matthew Sturgis, Amber Swett, Tony Ward & Rob Wood

**Guest:**

Dustin Ward, Noah Petrucci & Dan Lay

**Staff:**

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