

ecomaine

Memorandum

DATE: June 13, 2024

TO: Chairman and Members of the Board

FROM: Kevin H. Roche, CEO/General Manager

SUBJECT: **Agenda for the Annual Board of Directors Meeting**

There is an **ecomaine** Board of Directors Meeting scheduled for **Thursday, June 20, 2024 @ 11:30AM**. The meeting will be held at the Halo at the Point (Thompson Point), located at 20 Van Aken Way, in Portland, Maine 04102. The agenda for this meeting is as follows:

Welcoming Remarks: Kevin Roche

Special Guest: Amy Lestition-Burke, Executive Director/CEO SWANA,
Solid Waste Association of North American

Business Meeting: Bill Shane, Chairman

Recognition of Service:

- Timothy Reiniger – Town of Cape Elizabeth
- Matthew Sturgis – Town of Cape Elizabeth
- Rob Wood – Town of North Yarmouth

Committee Reports:

- Outreach & Recycling Committee Report – Caleb Hemphill, Chair

Recognition of eco-Excellence Winners:

Piper Shores Sustainability Collaborative – (Business - Scarborough)
Peaks Renewables – (Business Yarmouth & Clinton)
Katie Haley / Town of Fryeburg (Municipality – Fryeburg)
Common Threads of Maine (non-profit and overall – Westbrook)
Bloom Consignment and Resale (Business – Westbrook)
Sydney Harris and Suz Okie (Individuals – Portland)

- Finance & Audit Committee Report – Anne Bilodeau, Chair
- Nominating Committee Report – Linda Boudreau, Chair

Approval of Officer Appointments, Committee Appointments (*Attachment A1*) & Approval of the Minutes (*Attachment A2*)

Keynote Address:

Scott Cassel, CEO Product Stewardship Institute/Founder

Recognition of Outgoing Chairman of the Board, Bill Shane

Closing Remarks: Erik Street, Chairman of the Board of Directors



Officers & Committees FY 25

Attachment A1

Officers of ecomaine 07/01/2024 – 06/30/2025:

Erik Street, Chair
Anne Bilodeau, Vice Chair
Mike Foley, Treasurer
Caleb Hemphill, Secretary

District Members of the Executive Committee:

Matthew Frank District 1 – Bridgton, Casco, Gray & Harrison

Dave Durrell District 2 – Hollis, Limington, Lyman & Waterboro (Alternate – Steve Kelley)

Bob Burns District 3 – Gorham & Windham (Alternate – Terry Deering)

Rod Regier District 4 – Cumberland, Freeport, North Yarmouth, Pownal & Yarmouth

Jeremy Gabrielson District 5 – Falmouth & Cape Elizabeth

Troy Moon Portland

Mike Murray Portland

Doug Howard Scarborough

Linda Boudreau South Portland

Finance & Audit Committee		Outreach & Recycling Committee	
Chair Mike Foley	Troy Moon	Chair Caleb Hemphill	Carrye Castleman-Ross
Dennis Abbott	Mike Murray	Lisa Belanger	Erik Street
Linda Boudreau	Rod Regier	Linda Boudreau	Amber Swett
Dave Durrell	Tony Ward	Linda Cohen	
Matthew Frank		Dave Durrell	
Jim Gailey		Doug Howard	
Steve Kelley		Troy Moon	



Memorandum

Attachment A2

DATE: April 25, 2024
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 **April 18, 2024**. The meeting was called to order by Bill Shane, Chair.

Item 1: **Approval of the Minutes**

Troy Moon motioned to approve the minutes from March 21, 2024. The motion was second by Mike Foley. All in favor.

Item 2: **Executive Session Pursuant to 1 M.R.S.A. Sec. 405(6)(E):**

Consultation between the Board and its attorney concerning potential litigation, where premature general knowledge would clearly place ecomaine at a substantial disadvantage within the contemplated litigation.

Matthew Frank motioned to Enter Executive Session IAW 1 M.R.S.A Sec. 405(6) (E). Motion was second by Anne Bilodeau. All in Favor.

Erik Street motioned to Exit Executive Session. Motion was second by Mike Murray. All in Favor.

Caleb Hemphill motioned to authorize staff to commence litigation proceedings. Troy Moon second the motion. All in favor.

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

Caleb Hemphill reported out that the committee last met on March 21, 2024, and provided the following highlights:

For FY 24 year-to-date, overall outreach is at nearly 42,500 people. Staff is at 69% of their outreach goal. Staff continues with its community outreach efforts with schools and other events, such as upcoming conferences and workshops.

Public Relations and Digital media continue to increase across all platforms including websites and social media channels.

Staff has finalized the 2024 Sea Dogs season. The promotion will include interactive games at 12 Sea Dogs games this season. That covers scoreboard signage, PA announcements, tabling at select games. A sustainability event is scheduled for Saturday and will display branded collection of bins through Hadlock Field.

Staff continues its efforts to finalize the 2024 Community Tagging Programs.

And in final, the Upcycle Challenge was reviewed by the committee and will be put forward for public vote. We will keep you posted and let you know the results shortly.

The next meeting of the Outreach & Recycling Committee is scheduled for May 23rd, 2024, at which time we will be judging the School Grants for FY 25.

All are welcome to attend.

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

Anne Bilodeau reported that the committee last met on March 28th, and the following is a recap of the meeting:

Anne reviewed with staff Cash Disbursements and found no issues.

Greg L'Heureux (Staff) provided the committee with an in-dept detailed review of the FY 25 Budget. There was a lengthy discussion on the rate increase in property insurance.

After careful review, the committee is recommending approval of the FY 25 Budget to the board with the understanding that an amendment to the budget may be necessary to cover the uncertainty of the insurance renewal rate change, which will offset an increase in the investment income that more closely aligns with past performance.

The next meeting of the Finance & Audit Committee is scheduled for May 16th at which time we will have a presentation from RKO (Auditors).

Item 5: Insurance – Property Insurance Alternatives

Kevin Roche (Staff) reviewed his memo provided today as a handout to the board outlining the impact of insurance and budget adjustments (**Attached**). There was a lengthy discussion.

Linda Cohen motioned to approve staff to move forward with the modified program outlined in the memo which provides for 100% coverage for the first \$25mm of value and then for any losses in excess of \$25mm, ecomaine will assume 53% of the risk for losses between \$25mm up to \$150mm. The motion was second by Mike Foley. 15 Yes Votes, 4 No Votes, 1 Abstained – Motion passed.

Item 6: **Approval of the FY 25 Proposed Budget**

Troy Moon motioned to Approve the FY 25 Budget with the changes outlined in the memo (Attached): (1) Increase in Insurance Cost by \$110K. (2) Decrease WTE Major repair by \$50k, (3) Increase in Investment Income by \$60K. The motion was second by Tony Ward. All in favor.

Item 7: **Approval of Union Contract Extension FY 25**

Kevin reviewed changes to the Union Agreement. Mike Foley motioned to approve the 1-year extension to the union contract with a 3.5% increase (or \$.85, which ever is higher) on 7/1/2024 and \$.85 increase on 7/1/2025, plus changes to the job description. The motion was second by Tony Ward. All in favor.

Item 8: **Update of MACT (Maximum Achievable Control Technology)**

Kevin Roche provided a brief update on the EPA proposed changes to the guidelines on the MACT rules which will affect WTE plants. He shared actions taken to date from staff as well as **ecomaine's** work with the coalition & waste association as well as a letter of support from our congressional delegation.

Item 9: **Solid Waste Association of North America - Kevin Roche's appointment as Secretary to the National SWANA.**

Bill Shane shared with the board that Kevin has been nominated as Secretary to the International Board. It's anticipated that Kevin will continue to move up to be Treasurer, Vice President and then President.

Mike Murray motioned to support the appointment of Kevin Roche as Secretary to the Solid Waste Association of North America (SWANA) as Secretary. The motion was second by Erik Street. All in favor.

Item 10: **Managers Report**

Kevin Roche provided a year-to-date update for the FY 24 Finances.

Adjourn: Jeremy Gabrielson motioned to adjourn. The motion was second by Linda Cohen. All in favor.

Present:

Dennis Abbott, Anne Bilodeau, Linda Boudreau, Linda Cohen, Terry Deering, Dave Durrell, Mike Foley, Matthew Frank, Jeremy Gabrielson, Caleb Hemphill, Doug Howard, Steve Kelley, Troy Moon, Mike Murray, Rod Regier, Bill Shane, Erik Street, Amber Swett, Tony Ward & Rob Wood.

Guest:

Erica Johanson, Jensen Board Attorney at Law

Staff:

Matt Baum, Jamie Garvin, Wei Huang, Scott Miller, Denise Mungen, Kevin Roche, Julian Sellers
& Kevin Trytek

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ecomaine
Memorandum

DATE: April 18, 2024

TO: Chairman and Members of the Board

FROM: Kevin H. Roche, CEO/General Manager
Greg L'Heureux, Director of Finance & Administration

SUBJECT: Impact of Insurance and Budget Adjustments

One of the primary obstacles this year in the development of the budget was property insurance. Our existing carrier for property insurance gave us notice earlier this year that they would no longer be able to provide us 100% coverage. In fact, they reduced their coverage down to 25% participation. After receiving this notice, our broker, USI, then began looking to fill the remaining 75% of coverage. What we found was that many insurance companies were unwilling to take on more solid waste exposure within their portfolios. Unable to obtain 100% coverage and reasonable premiums from carriers, USI looked at the London insurance markets to fill the uncovered portion of the coverage in a “layered” insurance vehicle. The package they were able to put together included many different carriers utilizing this “layered” approach. The cost of the package was over \$1.4 million for coverage at \$150 million of total value and similar coverage for business interruption. This amounted to over a 400% increase from our existing premium (approximately \$358,000).

Given that \$1.4 million was considerably more than we anticipated, we began reaching out to other similar organizations (similar to ecomaine) who own waste-to-energy plants and recycling facilities. We also had meetings with other insurance carriers and brokers. From all these conversations, we were able to confirm that the industry is reacting to all this uncertainty and as a result, they’re making adjustments in how they provide insurance coverage. Fires, accidents, weather events as well as the actual contents of the waste itself, including rechargeable batteries, have all contributed to this increase in risk. What we also found was that our existing coverage was at a lower rate than some others and the extent that we insured was in many cases at a higher level in relation to the overall amount insured. In managing the significant increases in insurance premiums, some organizations have opted to self-insure for a portion or “layer” of the insurance coverage. It should also be noted that the risk is most concentrated and more expensive at the lower levels of coverage. For example, the first \$25 million in coverage is more expensive than the values above that.

In building the budget this year, we had anticipated a large increase and put a place holder in the budget of \$940,800, far short of the over \$1.4 million we were quoted. To address this shortfall of nearly \$500,000, we provided some guidance to USI and they were able to come back with a package that more closely aligns with our proposed budget.

Under this modified program, we are receiving 100% coverage for the first \$25 million of value and then for the amount in excess of \$25 million we are assuming approximately 53% of the risk for any losses between \$25 million and \$150 million. This gets the overall premium down to just over \$1 million dollars. With this solution however, the Board should recognize the added risk that is assumed.

Should the Board be comfortable with this insurance package, we are recommending the following budget adjustments for FY25:

Expenses:

Increase Insurance	+\$110,000
Decrease WTE Major repairs	- \$50,000

Revenues:

Increase Investment Income	+ \$60,000
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Note that these adjustments result in no overall change to the bottom line budget being proposed.