



Memorandum

DATE: November 27, 2024
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: **Full Board of Directors Meeting – Minutes**

There was an **ecomaine** Board of Directors Meeting held on October 17, 2024. The meeting was called to order by Anne Bilodeau, Vice Chair.

Item 1: **Approval of the Minutes**

Linda Cohen motioned to approve the minutes from the June 20, 2024, Annual Board Meeting. The motion was seconded by Mike Murray. All in favor.

Abstained: Scott LaFlamme

Item 2: **Outreach & Recycling Committee – Caleb Hemphill, Chair**

Caleb reported that the committee last met on September 12, 2024, and reported out to the Executive Committee on September 19, 2024. The following were the updates from the committee:

- Education and community outreach continues at a strong pace for the start of FY 25. Through tours, community events transfer station visits and social media we have reached 26,000 people through the first 3 months.
- **ecomaine** gained earned media coverage on the topic of lithium-ion batteries in the waste stream. Channel 8 reported the story from the **ecomaine** facility. A summary and links was sent to all board members and newsletter subscribers.
- Staff have made their first hire for the EPA Grant position of Project Coordinator. Adam Clair, our Outreach intern has accepted the position. Staff are in the final stages of recruitment for another Program Coordinator and Program Manager.
- The Upcycle Contest for students continues and will run through October 30, 2024. Details on the contest are available on our website and social media channels.
- We continue to sponsor the Maine Public's "News & Brew's Trivia Nights" and invite you to join us this evening at the Flight Deck Brewing in Brunswick. The series will run through December.

The next meeting of the Outreach & Recycling Committee is November 7, 2024, all are welcome to attend.

Item 3: **Finance & Audit Committee – Linda Boudreau – Acting Chair**

Linda reported that the Finance & Audit Committee meeting scheduled for today was cancelled, and that several board members attended a tour of both facilities, viewing the Landfill expansion and the Maintenance Outage work here at the **ecomaine** WTE facility. She also noted that the Finance & Audit Committee last met on September 19, 2024, and reported out to the Executive Committee on that day. She provided the following recap of the meeting:

- RKO presented the results of the FY 24 Audit. Jennifer Connors reported a clean unmodified opinion. She reviewed all aspects of the Audit and found no material weaknesses or significant deficiencies.
- Greg L'Heureux (Staff) provided an update on bonding. RFP was sent out on short term BANs. TD Bank was selected with closing in late October. Long-term financing is anticipated next April 2025.
- Staff also provided an overview of the various insurance policies in place. Staff is exploring other insurers and trying to get existing insurers to increase their percentage of coverage.

Item 4

Review of the 5 Year Plan

- Kevin Roche (Staff) reviewed the 5 Year Plan and our current financial position. He explained the process of the development of the 5-year plan and the areas of review. He noted that the 5-Year Plan is based on assumptions and significant changes such as the New MRF, Recycling Commodities, Landfill and Recycling Facilities Construction. He reviewed the proposed rates for FY 26, (\$97.50 to \$107.50 per ton MSW) & (\$65 to \$85 per ton Recycling). He discussed the Extended Producer Responsibility program and reimbursable expenses to municipalities. He also reviewed long term debt and proposed borrowing. There was a lengthy discussion on the rates and Extended Producer Program.
- Anne Bilodeau noted that the Executive Committee had reviewed the 5 Year Plan with Staff at the last meeting and is recommending the proposed rate increases for FY 26 to the Full Board for approval.

Troy Moon motioned to approve the rate increases of \$107.50 per ton MSW & \$85 per ton for Recycling for FY 26. Linda Boudreau seconded the motion. Approved – All in favor.

Item 5:

Membership Discuss – New Municipalities

Kevin Roche (Staff) briefed the Board on a recent discussion with several towns on owner or contract community opportunities. He reviewed options as owner or contract alternatives. He also stated that other communities in York County may have interest. Kevin noted that timing is good for bringing in new communities as an owner community or 20-year contract. There was a lengthy discussion.

Jim Gailey motioned to allow staff to continue to negotiate with towns who are interested in owner or contracting with **ecomaine**. Matthew Frank seconded the motion. All in favor.

Item 6:

Portland Water District – Approval of MOA

Kevin Roche advised the board that discussions with Portland Water District have continued. Staff is requesting approval from the board to proceed with the MOA provided for review.

Troy Moon motioned to authorize staff to proceed with the MOA with PWD. Caleb Hemphill seconded the motion. All in favor.

Item 7:

Maximum Achievable Control Technology (MACT Rules)

Kevin Roche briefed the board on the New EPA Standards to address the MACT rules. Staff had submitted a response to the rules earlier this year. Areas of concern are the proposed limits that have been drastically reduced.

Staff is requesting the board delegate the matter to the executive committee for action once the proposed rules are available. Staff are working with other waste to energy facilities and the cost to provide documentation for judicial review will range from \$20,000-35,000. If rules are favorable in November (or limited) no action will be required. There was a brief discussion.

Steve Kelly motioned to authorize the Executive Committee to take action, if necessary, on the EPA rules. Linda Boudreau seconded the motion. All in favor.

Managers Report

- There were 3 BIDS for the MRF Project, the bids came in higher than anticipated.
- Turbine Litigation is ongoing – scheduling deposition November thru March.
- Recycling Markets – Trucking has been a challenge.
- Outage is underway – Tipping floor resurfacing is going well – Outage will officially begin next week.
- Bypass contracts – Unable to obtain reasonable rate. Some tons are going to landfill during outage.
- Finances are looking good.

Adjourn: Mike Murray motioned to adjourn. Linda Cohen seconded the motion. All in favor.

Present:

Dennis Abbott, Lisa Belanger, Anne Bilodeau, Linda Boudreau, Linda Cohen, Donald Cushing, Dave Durrell, Matthew Frank, Jeremy Gabrielson, Jim Gailey, Caleb Hemphill, Doug Howard, Steve Kelley, Scott Laflamme, Troy Moon, Mike Murray, Cass Newell, Rod Regier & Tony Ward

Staff:

Matt Baum, Jamie Garvin, Anne Hewes, Greg L'Heureux, Denise Mungen & Kevin Roche