

ecomaine
Memorandum

DATE: February 27, 2025
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: Executive Committee Meeting Minutes – February 13, 2025

There was an **Executive Committee Meeting** held at **ecomaine** on the date noted above. The meeting was called to order by Erik Street, Chair.

Item 1 – Approval of the Minutes:

Troy Moon motioned to approve the minutes from November 21, 2024. The motion was second by Caleb Hemphill. All in favor.

Item 2 – Outreach & Recycling Committee Report – Caleb Hemphill

Caleb reported that the committee met prior to the Executive Committee meeting today and provided the following information:

- **EPA Grant** – The committee received a presentation from Zoe Malia, Program Manager Multi Family Outreach & Recycling Grant through EPA. The program’s objective is to improve recycling access, awareness and participation in multifamily dwellings.
- **P.R & Outreach** – Staff have reached 76,164 people for FY 25 through a multitude of outreach activities such as school assemblies, community events, tours, transfer station visits and other outreach efforts.
- **eco-Excellence** – The Annual eco-Excellence Awards nominations will begin next week, the deadline is April 4, 2025, at which time the committee will begin reviewing. Winners will be announced on Earth Day in April. He asked the committee to consider nominating an individual, business or organization that exemplifies best practices in waste diversion.

Item 3 – Finance & Audit Committee Report – Michael Foley, Chair:

Michael Foley reported the following recap:

- **Budget FY 26 Development** – Staff are developing the FY 26 Budget and anticipate presenting to the Full Board on March 20 and Budget Review on March 27. Staff plans to present to the full board on April 17.

Michael noted that next on the agenda is a presentation on Green Bonds that Greg L’Heureux

(Staff) will be presenting to the Executive Committee.

The next meeting as noted of the Finance & Audit Committee is March 27, 2025, at which time we will review the proposed FY 26 Budget. All are welcome to attend.

Item 4 – Discussion on Designating the 2025 Revenue BONDS as Green BONDS:

Greg L'Heureux (Staff) provided a presentation on Green Bonds (*See attached*).

Item 5 – Power Purchase Agreement:

Kevin Roche (Staff) reported that the memorandum sent out to the board on our new Power Purchase Agreement. He stated that our last contract added a Master Service Agreement which allowed us to lock in more easily and to extend the contract. We have a team of staff that monitor the rates and a consultant with Daymark who we have worked with for several years.

Last year staff asked the board that if pricing became favorable on rates if we could lock in a new contract. Based on the favorable information, we were able to lock in a contract with a 40% increase in our contract pricing.

Item 6 – Recycling Facility (MRF):

- **Lease Agreement** – Last month the board approved going forward with negotiations with the property owner William Binnie. Negotiations started at \$4.00 a square foot for the addition which is approximately 11,000 square feet. The primary reason for the extension on the tipping floor is based on Fire Safety. The additional space will also allow us to deal with fires in a more efficient manner, allow better access to maintenance on equipment and more bale storage.

Kevin Roche (Staff) started negotiations at \$2.00 a square foot and landed at \$3.00 a square foot. The cost will be approximately \$33,000 triple net. Contract has not been signed yet; we have a verbal agreement that is in place, attorneys have drawn up contracts and they will go into effect on occupancy. There was a brief discussion on taxes.

- **Equipment** – The Vendor has been selected we are in final negotiations on the design, equipment, layout, final cost and terms of the contract. Most of the terms of the contract have been worked out, but the final terms are challenging. Machinex has given us a not to exceed pricing and has taken responsibility for any imposed tariffs on more than \$600,000. We have a credit coming back to us of roughly \$600,000 if there are no tariffs associated with the project. We currently have a verbal agreement and hope to sign an agreement in the coming days.

Item 7 – New Member Communities:

Kevin Roche (Staff) reported out that the Town of Kennebunk has passed through their special town meeting to become an owner community. The decision is still pending approval from the full select board. We have full support from the Town Manager and Staff as well as many of the select board members. Kevin noted that last month staff reviewed the agreements with the committee and noted that the only push back with some communities is the non-appropriation clause. We are still working on the language that might be included in the contracts. There was a brief discussion.

Item 8 – Managers Report:

- **Turbine Litigation** – **ecomaine** received notice that PSG would like to schedule mediation and has been scheduled for May 14, 2025. One of the requirements that we will need from the board next month and we can invite Erica Johanson from Jensen Baird for discussion. Staff will need authorization for resolution.

We will not know what this will look like and the board will need to get comfortable with staff going into mediation with the ability to formulate a resolution. We can discuss what exactly that means and what we are looking for and would caution with putting to many parameters around it because we don't know exactly how this will land. Staff will need flexibility to avoid going to court. There was a brief discussion.

- **EPR Education Session** – We have an EPR Educational Session at UMass Amherst. This a Regional effort and SWANA will be involved. It is important for New England to have EPR Laws with consistency.
- **Recycling Markets** – We were having issues with mixed paper; it started with the threat of the long shareman's strike and continued for quite some time. All loads as of yesterday were picked up and shipped out. Kevin Roche (Staff) reviewed other areas of the recycling market commodities. Kevin also reviewed revenues and other areas of finances.

Adjourn:

Troy Moon made a motion to adjourn. The motion was seconded by Tim Thompson. All in favor.

Present: Anne Bilodeau, Linda Boudreau, Dave Durrell, Michael Foley, Caleb Hemphill, Troy Moon, Rod Regier, Erik Street & Timothy Thompson

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