



Memorandum

DATE: April 1, 2025
TO: Chairperson 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 March 20, 2025. The meeting was called to order by Erik Street, Chair.

Item 1: Approval of Minutes:

Michael Foley motioned to approve the minutes from January 16, 2025, Board Meeting. The motion was seconded by Troy Moon. All in favor.

Item 2: Executive Session Pursuant to 1 M.R.S.A. Sec. 405(6)(E): for 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. (Motion to go into Executive Session indicating precise nature of the business of the Executive Session required).

Caleb Hemphill Motioned to Enter into Executive Session. The motion was seconded by Mike Murray. All in favor.

Caleb Hemphill Motioned to Exit Executive Session. The motion was seconded by Linda Cohen. All in favor.

Erica Johansen, Council Jensen Baird will provide an updated summary at the next Full Board of Directors meeting, scheduled for April 17, 2025.

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

Michael Foley provided the following update to the Board.

- A list of Cash Disbursements was reviewed and found no issues to report.
- Staff will provide information on changes to the bonding schedule, the proposed financing of FY 26 projects and the proposed budget for FY 26 today. This will also include a review the proposed resolution.

Item 4: Outreach & Recycling Committee Report – Caleb Hemphill, Chair

Caleb Hemphill reported that the committee last met on February 13, 2025, and reported out to the Executive Committee on that day. The following is an update from the committee:

- Zoe Malie, Program Manager provided presentation to the committee on the Multi-Family Recycling Grant.
- Staff's Outreach efforts have continued to increase with a multitude of activities; school assemblies, community events, facility tours transfer station visits and social media interactions.
- Nominations are now being accepted for the eco-excellence Awards, winners will be announced on Earth Day in April and recognized as part of the Annual Meeting. The deadline for nominations is April 4, 2025.

Item 5: New Member Communities Update

- Kevin Roche (Staff) provided an update on prospective communities interested in joining **ecomaine**. He noted that he had made offers to the York Communities over a year ago. As noted previously, the Town of Sanford has inquired about a Non-appropriation Clause in the agreement. Following discussion, there didn't appear to be objection to this clause.

Item 6: Presentation: – Proposed Budget FY 26

Kevin Roche (Staff) provided a presentation of the Proposed Budget for FY 26; he reviewed the forecast for current year FY 25 and reviewed the FY 26 budget. He reviewed and noted that we will have a balanced budget for next year. He provided information on trends in the development of the budget and discussed the challenges we will have as interest & principal payments begin next year.

In conclusion, he noted that the proposed budget provides continued growth initiatives and maintains our commitment of our mission. There was a lengthy discussion.

Item 7: Notice of Meeting on April 17, 2025, regarding Financing of Expenditures

Greg L'Heureux (Staff) discussed plans to postpone borrowing on proposed projects. He noted that payment is not needed at this time and that staff and our financial team are recommending that we delay financing until needed later this year. The resolution will be sent shortly. There was a lengthy discussion. Rod Regier requested staff prepare a summary of debt for review at the Budget Workshop.

Item 8: Managers Report

Kevin Roche (Staff) provided the following:

- Staff are working on obtaining 3 Permits, (1) New Recycling Facility, (2) Repurpose of Old MRF for future use and (3) Permit for revision at the Landfill. He discussed the benefits of the permits.
- Staff reviewed the Recycling Market Improvement.

Adjourn: Michael Foley Motioned to adjourn. Motion seconded by Troy Moon. All in favor.

Present: Bob Burns, Carrye Castleman-Ross, Linda Cohen, Don Cushing, Terry Deering, Dave Durrell, Michael Foley, Matthew Frank, Caleb Hemphill, Doug Howard, Steve Kelley, Troy Moon, Mike Murray, Rod Regier, Heid Richards, Erik Street & Tim Thompson

Guest: Erica Johanson, Attorney – Jensen Baird

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