

ecomaine

Memorandum

DATE: December 23, 2025
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: Executive Committee Meeting Minutes – December 18, 2025

There was an Executive Committee Meeting on the date noted above. The meeting was called to order by Anne Bilodeau, Chair.

Item 1: Approval of the Minutes

Troy Moon motioned to approve the minutes of September 25, 2025. The motion was seconded by Dave Durrell. All in favor.

Item 2: Presentation – HM Payson – Investment Portfolio – Dan Lay

Dan Lay provided a review of the November 30th, Investment Portfolio. He noted that the Market Value has done well. In addition, he reviewed the returns on the consolidated accounts returns and equity returns. Dan reviewed Characteristic Summary of the sector diversification, noting the top 10 earnings. Dan noted that the portfolio does not consist of foreign holdings. There was a brief discussion on AI followed by additional information on portfolio management. In closing a discussion on money moved from the portfolio for bond security as recommended by our bond counsel.

Item 3: Nominating Committee – Vice Chair Vacancy – Board of Directors

Anne Bilodeau advised the committee of the vacancy of Vice Chair for the Board of Directors. She has nominated the following board members to serve on the nominating committee; Troy Moon, Chair, Matthew Frank, Caleb Hemphill and Dave Durrell. The committee will report back to the board their recommendations for Officers at the January 2026 meeting.

Item 4: Finance & Audit Committee Report – Matt Sturgis, Chair

Matt Sturgis reported that the committee met on September 25, 2025, and reported out to the Full Board of Directors on that date, no additional information to report at this time.

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

Caleb Hemphill reported that the committee last met on November 6, 2025, and provided the following recap of the meeting:

- Staff provided the committee with the year-to-date Outreach Metrics.
- The RFP for marketing & public relations for the Multi-Family Recycling Initiative is complete and Cole, Hour & Cohen PR firm has been selected.
- The committee reviewed applications for the School Waste Diversion Grants and have awarded ten schools and educational organizations, totaling over \$20,000.

The next meeting of the Outreach & Recycling Committee is scheduled for February 12, 2026 @ 3pm.

Item 6: New Member Communities – Proposals

Kevin Roche (Staff) reported on the tremendous growth in owner communities and staff's efforts to continue the growth with new communities. Staff are planning to propose options to Saco/Standish as an owner or contract community and are scheduled to meet with Standish next week. Kevin would like to discuss today confirmation that the committee would like staff to proceed with bringing in new communities. He discussed the benefits of ownership and noted that the EPR impact is unknown at this time. There was a brief period of questions and discussion from the committee on commercial waste and ecomaine's capacity to manage additional municipal waste.

After a brief discussion, Caleb Hemphill motioned to have staff continue to solicit communities' interest. The motion was seconded by Bob Burns. All in favor.

Item 7: Managers Report

Kevin Roche (Staff) reported the following updates:

- **Bond Closing** – Locked in on a favorable rate and reviewed during closing.
- **Insurance Update** – Struggles with insurance/ecomaine self-insurance for a portion of our insurance. Looking to fully insure through our provider. Working with FMI and they have provided a list of requirements. Staff noted that the insurance market is rebounding.
- **Recycling Market** – Mixed paper no recouping, Metals are steady, out to bid on post burn metals and plastics are down.
- **ecomaine Recycling Facility** – Construction bids for the Recycling Facility are out, they were due on January 9th but have provided extensions to those who have shown interest.
- **Minor Revisions to WTE License** – Old MRF was never permitted, working with DEP on how we are going to proceed. Working on revision to license so that 62 Blueberry operates under 64 Blueberry. Staff discussed the use of 62 Blueberry to manage growth and serve as a multiuse transfer facility. Staff are requesting approval on minor revisions to the current license.

Troy Moon motioned to approve of the minor revisions to the license. The motion was seconded by Terry Deering. All in favor.

- **Minor Revision to Landfill License** – Permits suggest minor revisions are needed for Landfill/Ashfill. The Landfill & Ashfill both differ in terms of regulations. Working with DEP and requesting definition on permitting which will probably result in revisions.
- **Regionalization of Collection** – Nathan Poore, Town Manager of Falmouth has reached out to relook at doing regional collection for Northern communities. This was followed by a brief discussion.
- **Community Outreach** – Kevin Roche (Staff) provided a quick recap of the town meetings that staff have attended on the EPR Program.
- **Financial Statements** – Kevin Roche (Staff) provided a review of the year-to-date financial statements.

Item 8: Resolution Relating to Authority of CEO to Execute Contracts

Kevin Roche (Staff) reviewed and discussed the resolution provided in the agenda (*Attachment H1 & H2*). He explained the types of contracts that would require his signature going forward. There was a brief discussion.

Dave Durrell motioned to authorize the CEO to execute contracts on behalf of ecomaine on new contracts. Bob Burns seconded the motion. All in favor.

Troy Moon motioned to adjourn the meeting. The motion was seconded by Caleb Hemphill. All in favor.

Committee: Anne Bilodeau, Linda Boudreau, Steve Buck, Bob Burns, Terry Dering, Dave Durrell, Matthew Frank, Caleb Hemphill, Troy Moon & Matthew Sturgis

Board Present: Matt Hill, David Nadeau & Sophia Wilson

Guest: Daniel Lay, HM Payson

Staff: Wei Huang, Chad Jones, Denise Mungen, Kevin Roche & Erik Street