



Memorandum

DATE: February 8, 2021

TO: Chairman and Members of the Board

FROM: Kevin H. Roche, CEO/General Manager

SUBJECT: Full Board of Directors Meeting Minutes – January 21, 2021

There was a Full Board of Directors Meeting held via the Zoom Platform on the date noted above. The meeting was called to order by Mike Shaw, Chairman.

Item #1: Approval of the Minutes

Troy Moon motioned to approve the minutes as written. The motion was second by Matthew Frank. All in favor.

Item # 2: Finance & Audit Committee Report – Bill Shane, Chair

Bill Shane reported that cash disbursements were reviewed and no issues were found.

Bill Shane provided the Board with an overview of the work of staff and the committee into possible borrowing & leasing options. The work included education and an understanding of the long-term financial benefits to our cash flow and investments. We learned how borrowing and leasing options ties in well to our five-year plan. We developed an understanding of the leasing options and how it allows for flexibility and potentially a significant benefit financially. We were briefed by our legal advisors who reviewed the requirements on borrowing and leasing to include a review of our by-laws for compliance.

The committee recommends approval of the leasing proposal.

Item # 3: Approval – Lease Financing Resolution

Linda Boudreau motioned to approve Leasing as presented and approval of the resolution brought forth to the committee as attachment B1 (A Resolution Authorizing the Lease Financing up to \$2,000,000). The motion was second by Jim Hager.

Rod Regier requested clarification on the authorization on leasing and its future limitations.

Mike Shaw clarified that this is a \$2 million limit, and any additional leasing request would need to go through the board for approval. There was lengthy discussion regarding approval requirements for additional funding.

Roll Call Vote: Dennis Abbott, Anne Bilodeau, Linda Boudreau, John Cloutier, Dave Durrell, Matthew Frank, Jamie Garvin, Jim Hager, Caleb Hemphill, Dena Libner, Greg L'Heureux, Jarrod Maxfield, Troy Moon, Rod Regier, Bill Shane, Mike Shaw, Erik Street & Rob Wood

The vote was unanimous. Motioned passed.

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

Caleb Hemphill reported out that the Outreach & Recycling Committee last met on January 14, 2021 and provided the following highlights:

- Recycling Education & Tagging Internship program ran through November in four communities. Staff has analyzed to the cost of the program and estimate it to be \$75,000. Return on investment range from \$63 – 123 per ton under current market. The committee recommends offering it to interested communities on a cost share basis and will include the program for consideration in the FY 22 Budget. This presentation is an introduction and will be formerly presented to the Full Board later. There was a brief discussion.
- Nominations for the eco-Excellence Awards are now being accepted, 10 days remain for nominations. Please consider nominating someone in your community.
- Education & Outreach reached 16,400 people.
- Staff has produced a “Certified Master Recycler” curriculum. This is a six-month course and is open to all.
- Online social media continues to provide positive outreach. We reach 28,000 materials searches in both November and December.

This concludes the Outreach & Recycling Committee Report.

Item # 5: Manager’s Report

Environmental Report – Presentation Anne Hewes

Anne Hewes presented the Board with an overview and results Of the Stack Test and CEMS Data (2020).

Update of Power Purchase Agreement:

Kevin Roche provided a brief on the status power purchase solicitations. Bids will be going out next week. We have had more interest this year. They include BP Energy, Constellation, Brookfield and EMIRA. He also reported out on Electrical Generation, noting that we are running ahead of the spot market.

Other Areas - Update on Solar, Recycling, Current Legislation & Financial

Summary:

Kevin Roche reported out on the status of the solar project at the landfill. The plan at present is to submit the application and permitting to Scarborough and begin building by the end of the year. There was a brief discussion on long term responsibility.

Kevin Roche reviewed attachment D1 on the recycling market trends. He reported out on the fire at the recycling facility. He provided a presentation on LD 57 and the goal/purpose of the bill and a summation of the Financials.

Troy Moon motioned to adjourn. The motion was second by Jim Hager. All in favor.

Zoom Attended:

Dennis Abbott, Anne Bilodeau, Linda Boudreau, John Cloutier, Dave Durrell, Matthew Frank, Jamie Garvin, Jim Hager, Caleb Hemphill, Dena Libner, Greg L'Heureux, Jarrod Maxfield, Troy Moon, Rod Regier, Bill Shane, Mike Shaw, Erik Street & Rob Wood

Guest:

Rosemary Roy, Robert Peabody

Staff:

Matthew Grondin, Don Hebert, Anne Hewes, Scott Miller, Denise Mungen & Kevin Roche