



**Owner Communities**

- Bridgton
- Cape Elizabeth
- Casco
- Cumberland
- Falmouth
- Freeport
- Gorham
- Gray
- Harrison
- Hollis
- Limington
- Lyman
- North Yarmouth
- Ogunquit
- Portland
- Pownal
- Scarborough
- South Portland
- Waterboro
- Windham
- Yarmouth

**Associate Members**

- Andover
- Baldwin
- Cornish
- Hiram
- Monmouth
- Naples
- Parsonsfield
- Poland
- Porter
- Saco
- Standish

**AGENDA**

**FINANCE COMMITTEE MEETING**

**3/26/09 @ 4:00 p.m.  
1<sup>st</sup> Floor Boardroom**

1. Approval of Minutes:
  - A. 2/26/09 Finance Committee meeting minutes (**Attachment A**)
2. Review of FY 2010 Budget Proposal
3. Future Meetings:
  - Finance Committee Budget Workshop: April 2<sup>nd</sup> @ 2:30 p.m.
  - Recycling Committee: April 2<sup>nd</sup> @ 4:00 p.m.
  - Board Meeting: April 16<sup>th</sup> @ 4:00 pm.
  - Recycling Committee: May 7<sup>th</sup> @ 4:00 p.m.
  - Audit Committee: May 21st @ 2:30 p.m.
  - Executive Committee: May 21st @ 4:00 p.m.

The Finance Committee may wish to go into Executive Session for any of the above items under Section 405 of Title 1 of the Maine Revised Statutes ([per the following legislative website: http://janus.state.me.us/legis/statutes/1/title1ch13sec0.html](http://janus.state.me.us/legis/statutes/1/title1ch13sec0.html)).



DATE: February 27, 2009

**Corporate Members**

Bridgton  
Cape Elizabeth  
Casco  
Cumberland  
Falmouth  
Freeport  
Gorham  
Gray  
Harrison  
Hollis  
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TO: Chair and Members of the Finance Committee

FROM: Kevin H. Roche, General Manager

SUBJECT: Minutes of 2/26/09 **ecomaine** Finance Committee Meeting

The Finance Committee of **ecomaine** met on Thursday, February 26, 2009, at the Waste-to-Energy facility. The meeting was called to order at 3:55PM.

There were seven items on the Agenda:

1. Approval of 1/08/09 Finance Committee Meeting minutes
2. Kathleen Tyson – Runyon Kersteen & Ouellette (presentation)
3. Review of FY '09 January Statement of Revenue & Expenses
4. Projections for 2010-2014, including cash flow and financing needs
5. #37 - #7 Mixed Plastic Policy
6. Other
7. Future Meetings

**Associate Members**

Andover  
Baldwin  
Cornish  
Hiram  
Monmouth  
Naples  
Parsonsfield  
Poland  
Porter  
Saco  
Standish

**Item #1 – Approval of the 1/8/09 Finance Committee Meeting Minutes**

Mr. Cole moved that “**The Finance Committee hereby approve the minutes of the January 8, 2009 Finance Committee meeting as presented**”. The motion was seconded by Mr. Van Gaasbeek and passed with a unanimous vote of the Committee.

**Item #2 – Kathleen Tyson – Runyon Kersteen & Ouellette**

Ms. Kathleen Tyson of Runyon Kersteen & Ouellette distributed a handout (Schedule 6 – see attached). She discussed the:

- Conversion from budgetary accounting to GAAP
- Special procedures with change in Finance Directors

**Conversion from budgetary accounting to GAAP**

It was noted that in moving to GAAP accounting, **ecomaine** will now be keeping their books in accordance with the manner in which they are audited.

Mr. Cole moved that the Finance Committee approve the recommendation from **ecomaine** staff (Kevin Roche & Eric Doane) and our auditor (Kathy Tyson from Runyon Kersteen & Ouellette) that **ecomaine** prepare monthly financial statements in accordance with GAAP, the same basis that is used for the annual audit and provide it to the Board on a monthly basis. The motion was seconded by Mr. Van Gaasbeek and approved unanimously.

*Special procedures with change in Finance Directors*

At the Audit Committee's last meeting on December 11, 2008, they had requested to look into this.

After some discussion, the Finance Committee decided that it would be appropriate for the Audit Committee to make a direct recommendation to the Board regarding setting this in motion. It was noted that the Audit Committee will first require an engagement letter from RKO in order to act upon this.

**Item #3 - Review of FY '09 January Statement of Revenue & Expenses**

Mr. Doane referred to handout Schedule #1 (used presently) as well as Attachment B (the proposed new Statement of Revenue and Expenses) of the Agenda package.

In a comparison of these two sheets, he noted that some line items have been changed. There will also be three new columns each month on this page: YTD Budget, YTD Actual and YTD Variance.

Mr. Roche then passed around handout Schedule #4, Spot Market Competitive Review), containing information requested by Mr. Cole at the last Finance Committee Meeting. Mr. Roche noted that in addition to the information provided, **ecomaine's** rates as (of this survey) were \$40-\$49.

Mr. Doane noted that handout Schedule #3 ( which denotes EBITDA - Earnings before interest, taxes, depreciation and amortization) show some of our competitor's debt ratios. **ecomaine's** debit ratio is at 2.8.

**Item #4 - Projections for 2010-2014, including cash flow and financing needs**

Mr. Doane reviewed a projected 5-year plan, including the Statements of Revenue and Expenses, Cash Flows, Cash Balances and Debt Service (Attachment C, Pages 1 – 4). These projections indicate that **ecomaine** will need to seek additional financing in approximately June or July, 2010. Mr. Doane is investigating obtaining the financing by creating and selling a bond to one bank. Mr. Roche also noted that these projections do not include any new debt that may arise.

Mr. Moon requested financial information on **ecomaine's** Gorham property for the next Finance Committee Meeting (which will also be forward to all Board Members).

**Item #5 - #3 - #7 Mixed Plastic Policy**

Mr. Regier stated that he and Mr. Auden had recently met with Kevin Roche and staff regarding **ecomaine's** policy. After considerable study, it was decided that

**ecomaine's** "Mixed Plastic Policy" would remain as stated in the approved motion from the December 18, 2008 **ecomaine** Executive Committee Meeting as follows:

*"the Recycling Committee recommends to the Executive Committee that recyclables should continue to be separated, even if they're processed at a loss to **ecomaine**. If **ecomaine** cannot move or market recyclables, then, as a last resort, they may be processed at the WTE facility for power. They can be strategically used to offset natural gas requirements."*

**Item #8 – Future Meetings:**

The following future meetings were noted:

- Recycling Committee: March 5<sup>th</sup> @ 4:00 p.m.
- Board Meeting: March 19<sup>th</sup> @ 4:00 p.m. (Budget Presentation)
- Finance Committee Budget Workshop: March 26<sup>th</sup> @ 4:00 p.m.
- Finance Committee Budget Workshop: April 2<sup>nd</sup> @ 2:30 p.m.
- Recycling Committee: April 2<sup>nd</sup> @ 4:00 p.m.
- Board Meeting: April 16<sup>th</sup> @ 4:00 p.m.

Mr. Miller then made a motion to adjourn the meeting. The motion was seconded by Mr. Cole and all were in favor. The meeting adjourned at 5:25PM.

**PRESENT:**

E. Auden  
D. Cole  
M. McGovern  
J. Miller  
R. Regier  
M. St. Clair  
L. Van Gaasbeek  
T. Moon

**ABSENT:**

None

**Staff:** E. Doane, K. Roche and L. Trufant.