

# ecomaine

Memorandum

**DATE:** September 17, 2021

**TO:** Chairman and Members of the Board

**FROM:** Kevin H. Roche, CEO/General Manager

**SUBJECT:** Executive Committee Meeting Minutes – September 16, 2021

There was an **Executive Committee Meeting** held on the date noted above. The meeting was called to order by Mike Shaw, Chair. The meeting was held in-house and remotely.

**Item 1 – Approval of the Minutes:**

Erik Street motioned to approve the minutes from July 8, 2021. The motion was second by Caleb Hemphill. All in favor.

**Added Agenda Item:**

Chairman Shaw discussed the expiration of the State of Maine Legislation allowing meetings to be conducted using electronic platforms. There was a brief discussion on the purpose of the policy. It was noted that the City of Portland is currently in a limited State of Emergency and the requirement for the policy extends to ecomaine.

Rod Regier motioned to authorize staff to develop a remote meeting policy for approval at the Full Board Meeting scheduled in October 2021. The motioned was second by Erik Street. All in favor.

**Item 2 – Outreach & Recycling Committee Report – Caleb Hemphill, Chair:**

Caleb Hemphill reported out that the committee last met on September 9, 2021, and provided the following highlights:

- The committee judged the “Recycling is a Work of Art Paining.” The committee selected six winners. The winners are Yarmouth, Portland South Portland, and Cape Elizabeth. The artwork will be promoted on our recycling “silver bullet” containers.
- ecomaine has partnered with the Maine Beer Shed in Kingsfield on a special edition painted container, more information to come. Maine Beer Shed will us the painted container at the store to encouraging recycling.
- P.R. and Education Outreach finished FY 21 with 39,000 people reached. Additionally, ecomaine saw two hundred earned media mentions in FY 21.
- Tagging Education has begun for FY 22 with participating communities. Staff has had challenges in hiring another pair of interns to meet the demand but plans to proceed with

implementing programs for Yarmouth, Cumberland, Falmouth, Sanford, Gorham, and Kennebunkport in the future.

The next meeting of the Outreach & Recycling Committee is scheduled for November 4, 2021 @ 4pm. All are welcome.

### **Item 3 – Finance & Audit Committee Report – Mike Shaw for Bill Shane, Chair:**

In the absence of the Chairman, Mike Shaw reported he had attended the Finance and Audit Committee meeting and provided the following update.

- Jennifer Connors, RKO presented the findings of the FY 21 Audit. He reported that ecomaine FY 21 Audit was a clean-audit and the committee motioned to accept FY 21 Audit as presented.
- Cash Disbursements will be reviewed at the next Finance & Audit Committee Meeting.

### **Item 4 – 5 Year Plan**

- Kevin Roche reviewed the 5-year Financial Summary for FY 21 discussing notable items. He provided an update on the contract with Agri-Cycle Energy and provided an update on plans for the Facilities Assessment for the Waste to Energy Facility & Recycling Facility.
- Greg L'Heureux reviewed the 5-year plan. He discussed the FY 21 positive outcome on revenue sources from recycling markets, tonnage, and investment income. He also discussed our long term needs and revenue streams. Additionally, he discussed the need to evaluate/monitor our current cash flow for future needs and to generate enough income for long term capital improvements. There was a lengthy discussion and Q & A following the review.

Rod Regier moved to have the Executive Committee recommend to the Full Board a \$3.00 increase in tipping fee for owner communities (\$76.50 to \$79.50), and recycling tipping fees will remain the same (\$35.00). The motion was second by Erik Street.

### **Roll Call:**

Dennis Abbott, Anne Bilodeau, Jamie Garvin, Jarrod Maxfield, Rod Regier, Erik Street & Mike Shaw – All in favor

### **Item 5 – Authorization for CEO to extend the Power Purchase Agreement 12-36 months with the most favorable pricing**

- Kevin Roche provided historical information on the Bidding process for the sale of electricity. He reviewed the rate comparison chart on current and future electrical revenue. Staff is requesting permission from the Executive Committee to evaluate bids due on September 21<sup>st</sup>, and lock in rates for the next 12-36 months contract period.

Troy Moon motioned to Authorize Staff to proceed with extending the Power Purchase Agreement. Motion was second by Anne Bilodeau.

Dennis Abbott, Anne Bilodeau, Jamie Garvin, Caleb Hemphill, Rod Regier, Erik Street & Mike Shaw – All in favor

### **Item 5 – Manager’s Report**

Kevin Roche reported the following updates:

- Landfill Solar Project – Solar project is on hold pending DEP approval of our permit and project also pending CMP transmission study. The project will not proceed before next year.
- Staff is working with Maine Turnpike authority on the Gorham Spur. EDF is collaborating with us on the project.
- Anticipating delivery on the Electric Truck late spring or early summer next year, Lion is experiencing delays due to supply chain issues.
- Food Waste Contract – Staff is working with Agri-Cycle Energy on an amendment to the contract.
- Going into Outage at the end of October and have extended our contract with Troiano & Casella for by-pass for approximately six thousand tons due to increase in tonnage.
- Staff reported on the Facilities Assessments Bids and hoping by the end of the fiscal year, we will have that report to share with the board.

**Adjourn:** Anne Bilodeau made a motion to adjourn. The motion was second by Dennis Abbott. All in favor.

### **Present:**

Dennis Abbott, Anne Bilodeau, John Cloutier, Dave Durrell, Jamie Garvin, Caleb Hemphill, Matthew Frank, Jarrod Maxfield, Troy Moon, Rod Regier, Erik Street & Mike Shaw

**Staff Present:** Matt Grondin, Greg L’Heureux, Wei Huang, Denise Mungen, Kevin Roche & Kevin Trytek.