



Memorandum

DATE: March 18, 2022
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: Full Board of Directors Meeting Minutes – March 17, 2022

There was a Full Board of Directors Meeting held on the date noted above via the Zoom Platform in accordance with the **ecomaine** Remote & Hybrid Meeting Policy. The meeting was called to order by Bill Shane in the absence of the Chairman & Vice Chairman. He noted that we were meeting remotely due to a pipe bursting in the general manager's office resulting in flooding of the offices and conference room. The space is currently in disrepair.

Item 1 – Approval of the Minutes:

Caleb Hemphill motioned to approve the minutes from January 20, 2022. The motion was second by Troy Moon.

Roll Call: Dennis Abbott, Anne Bilodeau, Linda Boudreau, Dave Durrell, Matthew Frank, Jim Gailey, Caleb Hemphill, Jarrod Maxfield, Troy Moon, Robert Peabody, Rod Regier, Tim Reiniger, Heidi Richards & Bill Shane – Approved.

Abstained: Ed Auden, Linda Cohen, Jim Hager & Ephrem Paraschack

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

Bill Shane reported that the next meeting of the Finance & Audit Committee will be March 24, 2022 @ 4pm. The Annual Budget for FY 23 will be reviewed at that meeting. The budget will be voted on at the April 21st Full board of Directors meeting. Your participation in these meetings is important to the budget process.

Item 3 – Outreach & Recycling Committee Report – Caleb Hemphill, Chair:

Caleb Hemphill reported out that the committee met on February 10, 2022, and would like to provide the following highlights:

- **PR, Outreach & Education** to date staff has reached 55,414 people through educational & outreach.
- **ecomaine 2022 eco-Excellence** nominations are complete. The committee selected eleven winners. The winners will be honored with a video and in person recognition during the Annual ecomaine Board Meeting.
- **Upcycle Challenge** is underway. This contest asks student to design an invention from materials that would be thrown away. Student can win \$500 for their school. Entries are being accepted through March 18; the finalist will be voted for online through Earth Day.

- **Staffing Update** – Vanessa Berry will be departing at the end of March and Lena Ives departed in December. We have recruited Alexandria Miller and Nate Cronauer to fill these two roles.

The next meeting of the Outreach & Recycling Committee is scheduled for April 14, 2022, all are welcome to attend.

Item 4 – FY 23 Budget Presentation

Kevin Roche (Staff) began the presentation by providing 4 points to help the board focus on the budget for FY 23, they are as follows:

- February's inflation numbers reported out at 7.9%.
- Recruitment and retention have and will impact safety. Next year's budget adds a safety position to address this issue.
- Increased tonnage is presenting some challenges that include increasing our by-pass costs considerably. However these cost have revenue offsets.
- The recovery of the recycling market has resulted in commodity prices being favorable.

He presented the Proposed Budget for FY 23. The presentation included an overall review of our Current Year Budget to Forecast FY 22, with a comparison to the Proposed Budget for FY 23. He discussed Operating Cost, Revenues, Investments, a review of Capital Projects and proposed lease financing. He also reviewed trends and cycles. There was a brief Question and Answer period.

In final, Kevin noted that the budget will be reviewed by the Finance & Audit Committee on March 24th and presented to the Full Board for approval at the April 21st meeting. There was a brief discussion.

Item 5 – Approval – Extension of Labor Agreement

Bill Shane began the discussion on the Extension of the Collective Bargaining Agreement. Staff proposed an agreement that reflects a 6% increase in wage adjustments for Union and Non-Union employees and a 1-year extension of the current union contract. Kevin Roche noted that some positions in the union contract will require additional salary adjustments.

Jim Hager motioned to approve the Collective Bargaining Agreement as presented. The motion was second by Linda Boudreau.

Roll Call: Dennis Abbott, Ed Auden, Anne Bilodeau, Linda Boudreau, Christopher Branch, Linda Cohen, Dave Durrell, Matthew Frank, Jim Gailey, Jim Hager, Caleb Hemphill, Jarrod Maxfield, Troy Moon, Ephrem Paraschak, Rod Regier, Tim Reiniger, Heidi Richards, Bill Shane & Rob Wood – Unanimously Approved.

Item 6 – Managers Report

Kevin Roche (Staff) provided an update on the following areas:

- Update – Recycling Markets - Kevin reviewed all areas of the recycling market and current activities.
- Update – Regionalization of Solid Waste Services – The first meeting is scheduled for March 18, with a few towns interested in exploring a pilot project. We will be meeting with Falmouth, Cumberland, North Yarmouth, Pownal, Gorham & Windham.
- Update – Outage (March 29-April 22) – Maintenance Outage will begin on Monday, March 28 – April 22. Kevin Trytek (Staff) reported that because of the early planning they don't anticipate any delays, materials needed for the outage were secured early. He also briefed the board on all planned maintenance during the outage.
- Update – Legislative Update – LD 259 – Kevin Roche (Staff) provided a recap of LD 259 “An Act to Improve Solid Waste Handling” and the status of the bill. Bill Shane requested staff develop a brief note to board members with the same messaging in soliciting support from their legislators for continuity.

Finance Report:

Kevin Roche (Staff) provided an overview of our year-to-date financials, which included Cash Expenses, Cash Position, WTE Operations, Food Waste & Recycling Markets.

Adjourn:

Linda Boudreau made a motion to adjourn. The motion was second by Jim Hager. All in favor.

Present:

Dennis Abbott, Ed Auden, Anne Bilodeau, Linda Boudreau, Christopher Branch, Linda Cohen, Dave Durrell, Matthew Frank, Jim Gailey, Jim Hager, Caleb Hemphill, Jarrod Maxfield, Troy Moon, Ephrem Paraschak, Rod Regier, Tim Reiniger, Heidi Richards, Bill Shane & Rob Wood. All in favor.

Staff Present:

Matt Grondin, Wei Huang, Greg L'Heureux, Denise Mungen, Kevin Roche & Kevin Trytek