

ecomaine

Memorandum

DATE: June 09, 2022

TO: Chairman and Members of the Board

FROM: Kevin H. Roche, CEO/General Manager

SUBJECT: **Agenda for the Annual Board of Directors Meeting**

There is an **ecomaine** Board of Directors Meeting scheduled for **Thursday, June 16, 2022 @ 11:30AM**. The meeting will be held at the Thompson's Point (Brick South) located at Resurgam Place in Portland, Maine. The agenda for this meeting is as follows:

Welcoming Remarks: Kevin Roche

Business Meeting: Erik Street, Vice Chairman

Recognition of Service:

- Glen Zaidman, Town of Bridgton
- Jamie Garvin, Town of Cape Elizabeth
- Jeff Amatrudo, Town of Limington
- Mike Shaw, Town of Scarborough
- Gary Lamb, Town of Waterboro

Resolution for Approval: Land Lease with Auburn Concrete (*Attachment A*)

Committee Reports:

- Finance & Audit Committee Report – Bill Shane, Chair
- Outreach & Recycling Committee Report – Caleb Hemphill, Chair

Recognition of eco-Excellence Winners
Recognition of Master Recycler Graduates

- Nominating Committee Report – Troy Moon, Chair

Approval of Officer Appointments, Committee Appointments (*Attachment B1*) & Approval of the Minutes (*Attachment B2*)

Keynote Address:

Professor Marco J. Castaldi
City University of New York
Department of Chemical Engineering

Closing Remarks: Bill Shane, Chairman of the Board of Directors

ecomaine
Board of Directors

RESOLUTION ON LEASE AGREEMENT

WHEREAS, the CEO/General Manager has negotiated the terms and conditions of an agreement to lease a certain parcel of property owned by **ecomaine** and located at 85 Scott Drive in Westbrook (the “Property”) to R.A. Cummings, Inc. (d/b/a Auburn Concrete), under the following key terms and conditions:

1. Auburn Concrete would create a parking area on the Property substantially as depicted in the drawing attached as Exhibit A hereto, with all permitting, construction and maintenance of the same at the sole expense of Auburn Concrete;
2. Auburn Concrete would pay annual rent of \$20,000, which would be subject to annual increases of 3.5% per year; and
3. The term of the Lease Agreement would be ten (10) years, commencing on the date that Auburn Concrete obtains approval from the City of Westbrook for such use, with the potential for up to two (2) renewal terms of five (5) years each;

WHEREAS, Auburn Concrete wishes to enter into a Lease Agreement under the above terms and conditions; and

WHEREAS, such Lease Agreement is subject to approval of the Board of Directors; and

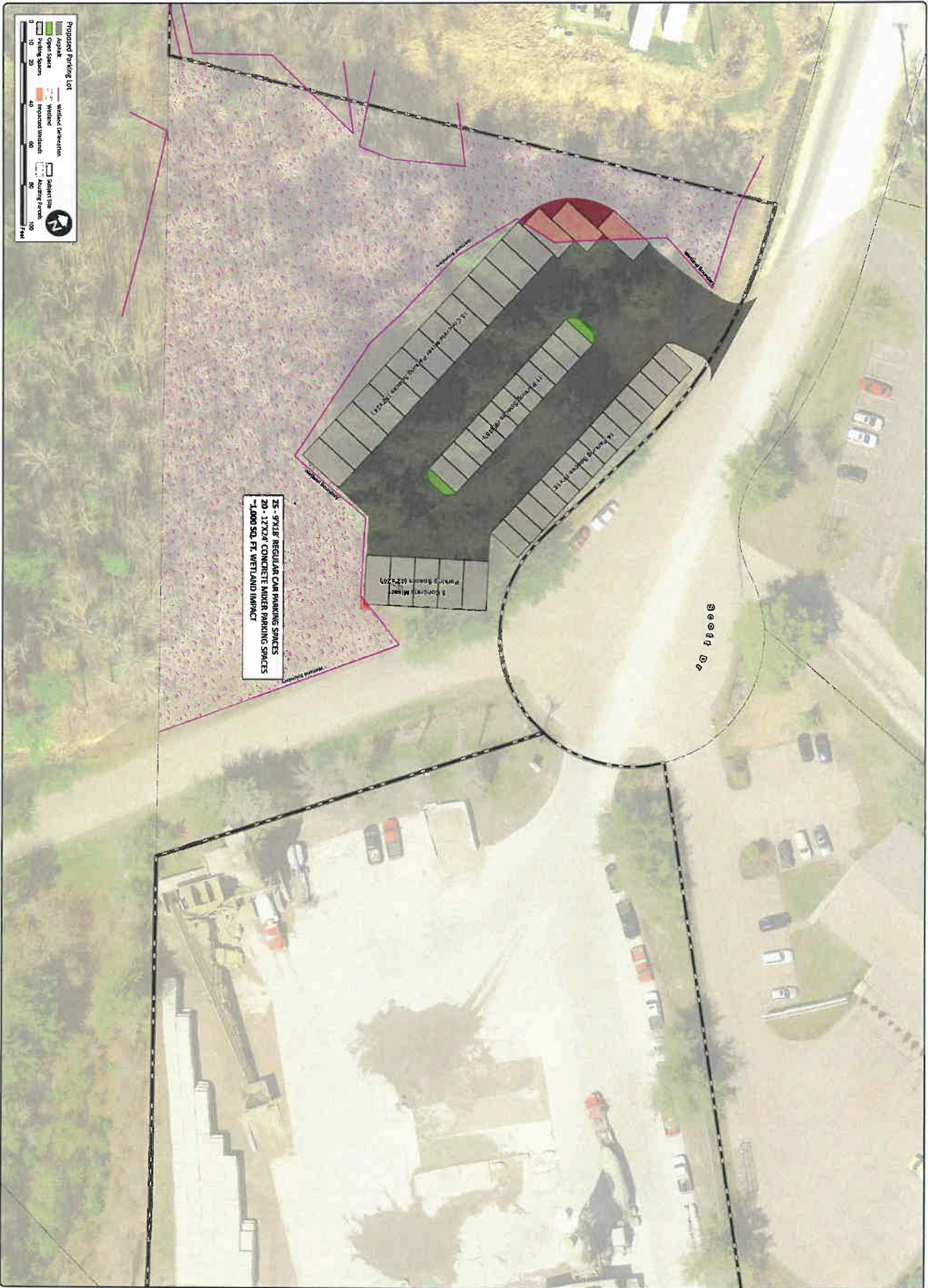
WHEREAS, the Board of Directors has determined that the proposed Lease Agreement on the above terms and conditions is in the best interests of **ecomaine**; and

WHEREAS, the Executive Committee has recommended that the Board of Directors adopt this resolution and approve execution of a Lease Agreement that includes the above terms and conditions, among others.

NOW, THEREFORE, BE IT RESOLVED: That the CEO/General Manager or, in the event of his absence or other inability to act, the Acting CEO/General Manager is hereby authorized to execute a Lease Agreement with R.A. Cummings, Inc., which includes the key terms and conditions outlined herein; and

BE IT FURTHER RESOLVED: the CEO/General Manager is authorized to execute a Memorandum of Lease to evidence said Lease Agreement and certain of the terms therein for the purpose of placing the same of record in the Registry of Deeds Office for Cumberland County, State of Maine.

DATED: _____, 2022



02-02 2018.dwg

SHEET 1 OF 1	DESIGNED	SAJ
	DRAWN	SAJ
	CHECKED	SAJ
	DATE	11/22/2017
	PROJECT	17-027

EXISTING CONDITIONS GIS & CONCEPT PLAN
CP: POTENTIAL AUBURN CONCRETE PARKING LOT
 63 SCOTT DRIVE
 WEST BROOK, ME 04092
 FOR:
AUBURN CONCRETE
 P.O. BOX 1747
 AUBURN, ME 04211

SEBAGO
 TECHNICS
 WWW.SEBAGO7ECHNICS.COM
 75 JUNE Roberts Rd.
 South Portland, ME 04106
 Tel. 207-250-2100

REV. BY:	DATE:	STATUS:

THIS PLAN SHALL NOT BE MODIFIED WITHOUT WRITTEN PERMISSION FROM SEBAGO TECHNICS, INC. ANY ALTERATIONS, AUTHORIZED OR OTHERWISE, SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO SEBAGO TECHNICS, INC.

EXTERNAL DATA SOURCES
 White Plains Organized Towns - Maine Civil Inventory
 ESRI Roads - Maine Emergency Services Center, Bureau
 National Wetlands Inventory
 ESRI World Imagery
 2011 USGS LIDAR



Officers & Committees FY 23

Officers of ecomaine 07/01/2022 – 06-30-2023:

Bill Shane, Chairman
Erik Street, Vice Chairman
Anne Bilodeau, Treasurer
Caleb Hemphill, Secretary
Matthew Frank, Past President

District Members of the Executive Committee:

Matthew Frank District 1 – Bridgton, Casco, Gray & Harrison

Dennis Abbott District 2 – Hollis, Limington, Lyman & Waterboro

Jarrod Maxfield District 3 – Gorham & Windham
(Jim Hager – Alternate)

Rod Regier District 4 – Cumberland, Freeport, North Yarmouth, Pownal & Yarmouth

Tim Reiniger District 5 – Falmouth & Cape Elizabeth
(Alternate – Pending - Matthew Sturgis)

Troy Moon Portland

Mike Murray Portland

John Cloutier Scarborough

Linda Boudreau South Portland

Finance & Audit Committee		Outreach & Recycling Committee	
Chair Anne Bilodeau	Rod Regier	Chair Caleb Hemphill	Rob Wood
Dennis Abbott	Bill Shane	Linda Boudreau	
Linda Boudreau		Linda Cohen	
Dave Durrell		Dave Durrell	
Matthew Frank		Troy Moon	
Troy Moon		Erik Street	
Mike Murray		Tony Ward	



Memorandum

Attachment B2

DATE: April 22, 2022
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: Full Board of Directors Meeting Minutes – April 21, 2022

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 Erik Street, Vice Chair.

Item #1: Approval of the Minutes

Bill Shane motioned to approve the minutes as written. The motion was second by Linda Boudreau. All in favor.

Item # 2: Presentation HM Payson

Noah Petrucci presented the Quarterly Investment Portfolio After the presentation, there was a lengthy discussion on bonds, cash, lease purchase financing, capital improvement projects and ecomaine's financial risk tolerance.

Item # 3: Finance & Audit Committee Report – Bill Shane, Chair

Bill Shane reported that the Finance & Audit Committee last met on March 24, 2022, and the following items were reviewed and discussed:

- Cash disbursements were reviewed with staff and no issues were found they consistent with ecomaine's procurement policies.
- There was a brief discussion on the FY 22 Audit services and the committee will agreed to extend Auditor Services from RKO for another year.
- The committee reviewed the proposed budget and capital leasing for FY 23 with staff. The committee had a lot of discussion on the FY 23 budget. Overall, the committee supports the budget. Bill made a motion in two parts, the first motion to support the FY 23 budget.
- The meeting was turned over to Erik Street for discussion on the lease financing.

Item # 4: Board Approval – Approval FY 23 Budget

Bill Shane made a motion to approve the FY 23 Budget as presented to the committee. 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, James Hager, Caleb Hemphill, Ephrem Paraschak, Rod Regier, Tim Reiniger, Bill Shane, Erik Street, Tony Ward, and Rob Wood.

Motion passed Unanimously.

Board Approval Lease Financing FY 23

Erik Street opened the floor for discussion on the lease financing. Staff is requesting approval of \$ 2 Million in lease financing and has prepared a memo and summary of financing for discussion.

Greg L'Heureux (staff) reviewed information he obtained on current lease financing and rates. He is also recommending that financially we start planning now for those major projects.

Rod Regier discussed his concerns on lease financing, noting that he sent out a memo to board members. Rod stated that he would not support the \$2 Million lease financing. Discussion.

Bill Shane made a motion to support the lease financing as presented by staff (\$2 Million). The motion was second by Jim Hager.

Ed Auden shared his views. He noted that he would not support moving forward with the lease financing. There was a continued discussion on the lease financing.

Roll Call: Dennis Abbott, Anne Bilodeau, Linda Boudreau, Christopher Branch, Linda Cohen, Dave Durrell, Matthew Frank, James Hager, Caleb Hemphill, Ephrem Paraschak, Tim Reiniger, Bill Shane, Erik Street, Tony Ward, and Rob Wood.

Opposed: Ed Auden & Rod Regier.

Motion passed.

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

Caleb Hemphill reported out that the Outreach & Recycling Committee last met on April 14., 2022 and provided the following highlights:

Staff has reached 62,694 through March 2022 with P.R and Education & Outreach.

The committee reviewed the entries for the Upcycle Challenge and have selected three finalists. They are Aurora Milton, Cape Elizabeth High School, Aria Pines & Casco Bay High School, and Kim Bernard, RSU #13 (Rockland) Afterschool Program.

The finalist will be voted on by the public, online through Earth Day (April 22).

Recyclopedia, Facebook, Instagram & Twitter continue to gain followers.

Item # 6: Manager's Report

Update – Recycling Markets

Kevin Roche (Staff) reviewed the current markets in comparison to last year. He noted that pricing has rebounded. Mills are transitioning from making paper to making packaging and this has impacted the market. Mixed paper, cardboard (Domestic & Canada) still facing transportation issues but are resolving. Metal markets are strong. Plastics have settled out and the markets are strong. Overall markets are in good shape.

Update – Regionalization of Solid Waste Collection & Recycling Services

Kevin Roche (Staff) shared the Memorandum of Understanding with the Board. He indicated that there are six towns who have expressed interest in Regionalizing Collection Services. **ecomaine** will need to sign the MOU eventually and staff is requesting that the board delegate this responsibility over to the Executive Committee next month or during the summer. The MOU does not commit the towns or **ecomaine**. The purpose of the MOU is to show intent that these towns are interested in forming a Regionalized Waste Collection Service. The agreement allows **ecomaine** to provide services to towns as a separate business cost center for Regional Collection Services. There was a discussion on cost, contracts, technology etc.

Linda Boudreau motioned that the Board authorize the Executive Committee to approve final wording on a Memorandum of Understanding for Regional Waste Collection with interested communities. The motion was second by Bill Shane. There was a brief discussion on the service and **ecomaine's** role in the Collection Services.

Roll Call: Dennis Abbott, Ed Auden, Anne Bilodeau, Linda Boudreau, Christopher Branch, Linda Cohen, Dave Durrell, Matthew Frank, James Hager, Caleb Hemphill, Ephrem Paraschak, Rod Regier, Bill Shane, Erik Street, Tony Ward and Rob Wood.

Motion passed.

Update – Legislative – LD 259 – Landfill Fee Bill

LD 259 has passed through the house and senate, pending Governor Mills signature. Timing may affect the outcome if the legislature adjourns before the governor's signature.

Item # 7: **Other Business**
Town of Brunswick has approved a 10-year contract for Recycling & Solid Waste Services with **ecomaine**.

Financial Report

Kevin Roche (Staff) reviewed the year-to-date financials.

Bill Shane motioned to adjourn. The motion was second by Linda Boudreau. All in favor.

Present:

Dennis Abbott, Anne Bilodeau, Linda Boudreau, Christopher Branch, Linda Cohen, Dave Durrell, Matthew Frank, James Hager, Caleb Hemphill, Ephrem Paraschak, Tim Reiniger, Bill Shane, Erik Street, Tony Ward, and Rob Wood

Guest:

Noah Petrucci (HM Payson)

Staff:

Liam Carroll, Wei Huang, Denise Mungen & Kevin Roche

DRAFT