



**Notice of Public Meeting  
Mid-Coast Solid Waste Corporation  
Board of Directors  
Date: Wednesday September 27, 2017  
Time: 7:00 p.m.  
Camden Town Office – Washington St. Conference Room**

**Agenda**

- A. Public Comment** *(please limit public comment to non-agenda items)*
- B. Minutes** - Approval of July 25, 2017 minutes - VOTE
- C. Update on Mixed Plastics Recycling effort** – presentation by Lissa Bitterman, ecomaine. May require Board input and perhaps vote
- D. Manager’s Update** – informational
- E. Waste Watch Committee** – Update by Committee Chair, Josh Gerritsen.
- F. Picking** from bins at Transfer -VOTE
- G. Sheetrock Fees** VOTE
- H. Comprehensive Facility Evaluation and Redesign** – Consideration of proposed contract provided by Woodard & Curran Engineering regarding scope and cost of Phase 1 with the goal of determining an optimal configuration of the MCSW Transfer Facility for the next decades. - VOTE
- I. Financials** - update on Audit
- J. Veteran’s Day** – Reminder – It’s a Saturday!
- K. Adjourn**





**MIDCOAST SOLID WASTE CORPORATION  
BOARD OF DIRECTORS  
MINUTES OF  
August 23, 2017 MEETING**

**MEMBERS PRESENT:** Owen Casas (Treasurer) – Rockport, , Michael Brown – (Vice-Chairman) –David Barrows – Lincolnville, Alison McKellar – Camden, and John French (Secretary) –Camden

**MEMBERS ABSENT:** Thomas Gray – Rockport, Keryn Laite – Lincolnville, Hope, Wendy Pelletier–Hope

**REPRESENTATIVES PRESENT:** Jim Guerra–MCSWC Manager, Richard C. Bates–Rockport Town Manager, David Kinney–Lincolnville Town Administrator, Samantha Mank – Hope Town Manager

**REPRESENTATIVES ABSENT (Excused):** Audra Caler-Bell – Camden Town Manager

**GUESTS:** Waste Watch Committee Member Josh Gerritsen

Chairman French called the meeting to order at 7:06 PM.

**A. PUBLIC COMMENT ON NON-AGENDA ITEMS:** None

**B. AGENDA AMMENDMENT:**

Chair French entertained a motion to amend the agenda to allow Guerra to provide an update on personnel matters. Owen Casas moved to accept that the agenda be amended. Barrows seconded. Motion passed 5-0-0 a personnel matter.

Guerra reported he met with the Executive Committee and Beth Kwiatkowski, Administrative Assistant to discuss Kwiatkowski acting as Interim Manager of Mid-Coast Solid Waste Corp. while Guerra is out for a period of time. It was resolved that Kwiatkowski was willing to accept the position and will receive an increase to her current hourly wage at a rate of \$5.00/hour during the time Kwiatkowski is acting as Interim Manager. Guerra will notify the Board when the transition will occur. The Board agreed to these terms by a general consensus.

**C. MINUTES OF JULY 25, 2017:**

Chairman French entertained a motion to approve the minutes. Owen moved to accept them as written. Barrows seconded. Motion passed 4-0-1 (McKellar abstained)

**D. COMPREHENSIVE FACILITY EVALUATION AND REDESIGN:**

Guerra opened the discussion on the interview process that was held regarding the RFP submissions for a possible facility design. McKellar discussed her research on CES and reported she found no negative feedback in print of any substantial nature. She had not, as of the date of the meeting, received some phone call feedback she has requested. Casas discussed his follow up on Woodard & Curran and the work they did out in Monmouth, Illinois at a transfer station they developed and managed. McKellar spent a fair amount of time discussing the more recent development of the Cape Elizabeth Maine transfer station. She was impressed with their process and the use of a well-rounded committee made

up of staff, professionals and residents with experienced backgrounds helped ask the right questions to shape the project. The end result was a new facility which really took into account what the community was looking for in the way of services.

Bates discussed that the Board stay focused on the task which was to determine which of the two firms presented would be a good fit and provide the best results for what MCSWC needs.

French was concerned that the Board makes a decision on which type of recycling processing (single stream) MCSW will undertake in order to plan for any future changes. Guerra countered that the construction / changes needed will most likely change the source separated ability due to space constraints.

McKellar stressed that an interactive spreadsheet produced by ecomaine shows how the recycling rate and costs to operate show that the more we recycle, the higher the cost to operate will also increase because recycling is actually a cost. The philosophy change to single stream is reliant on the numbers that it produces and that MCSWC Board think carefully that the positive increase in recycling will create greater operating cost for the communities.

Kinney discussed looking at three factors including a complete redesign vs. a simpler update of the facility including required and recommended repairs and also the possibility of curbside and that all should be reviewed based on the projected numbers that come from any changes in the way our waste is handled and recycled.

Guerra highlighted the low tipping fee for ecomaine that is contracted for three years and suggested that the average for most facilities is around \$70.00. The \$70.00 should be used in the projected figures to see if there is savings with increased recycling and fewer funds earned in yellow bag sales and look at the outcome on that basis. A lengthy discussion on the financial changes if MCSWC goes to single stream and the changes to hauling costs was held.

Brown agreed an analysis of the numbers is needed.

Barrows spoke to the simpler the process of handling waste/recycling becomes for citizens the cost change may be accepted as it will hopefully take less time to physically accomplish these tasks and that will be a positive.

French directed the Board to a discussion on how to move forward with communicating with the engineering company chosen. Guerra asked to form a small committee as he felt it would be helpful to explain to the engineer what we are looking for and also to return to the Board with that information.

A final discussion on the attributes of the various engineering firms under consideration was held.

Casas stressed that working out budget figures would be key to the process. In addition, the use of a small committee working with the engineers is a helpful process to the overall project being guided to completion.

Chairman French polled the Board membership on their thought process determining their choice of firms under consideration and included guest Josh Gerritsen as well.

***Chairman French entertained a motion to select an engineering firm to work with on facility redesign at Mid-Coast Solid Waste. David Barrows moved to accept the firm of Woodard and Curran for redesign work. Alison McKellar seconded.*** Discussion followed on the voting process and it was decided it would not be a weighted vote because the issue was not controversial. A second discussion on the RFP included moving forward with a firm and holding subsequent discussions with the Manager to provide various parameters with which to evaluate the designs that come from the contract talks. The Woodard and Curran RFP provides for two designs in the pricing as read. It was decided that Guerra will converse with the approved firm about the possibility of having two additional designs created for the same price was held. It was determined that the Board, through Guerra, who would

coordinate a sub-committee and ask the proposed engineering firm to attend an initial meeting to set some parameters and to possibly have a contract to review at the September Board meeting. Kinney added that Guerra also ask for additional designs from the proposed firm at the same quoted price of \$17,400 and that those plans include design options for the following:

- A design with the facility status quo with necessary repairs and improvements
- A re-design with single sort recycling
- A re-design with single sort and source separated recycling.
- A re-design for curbside collection
- All designs suggested will contain evaluations that include 25 ton trailer loads able to transport MSW and recycling as needed.

Kenney suggested this would help the Board go back to the citizens of each town and have some ability to show what has been analyzed to get to the choice being made. If Guerra can get the requested design options agreed upon, a contract should be drawn up and Guerra will present it to the Board for review at the September meeting. Following the contract being signed a sub-committee will be formed and include Guerra, McKellar, Brown, Kinney and Gerritsen as a citizen representative and also draw in from other community sources including asking past Board members who might be willing to serve. This committee will be charged with developing presentations to the Board about the redesign as it moves forward.

***Chairman French called the vote. The motion and second stood as presented. No further discussion. Motion passed 4-1-0 (Casas was against)***

**E. FINANCIALS AND AUDIT UPDATE:**

Guerra was unable to give an update on the Audit as it has not begun. He will update the Board when the audit begins as it is important to the budget process coming up.

**ADJOURN:**

***Chairman French entertained a motion to adjourn at 8:10 pm. Owen Casas motioned to adjourn. McKellar seconded. No Discussion. Motion passed 5-0-0.***

Respectfully Submitted

Beth Kwiatkowski, Recording Secretary

**SCHEDULED MEETINGS:**

September 27, 2017

Board Meeting – WSCR at CTO

7:00 pm