



**MIDCOAST SOLID WASTE CORPORATION
BOARD OF DIRECTORS MEETING
April 29, 2020**

MEMBERS PRESENT: Robert Falciani (Chair) – Camden, Alison McKellar (Treasurer) – Camden, Keryn Laite – Lincolnville, David Barrows (Secretary) – Lincolnville, Wendy Pelletier – Hope, Debra Hall – Rockport, Denise Munger – Rockport

MEMBERS ABSENT: Michael Brown (Vice-Chair) – Hope

REPRESENTATIVES PRESENT: David St. Laurent, Interim Manager MCSWC, Michael Martunas, Manager MCSWC, Samantha Mank, Administrator, Town of Hope, David Kinney, Administrator, Town of Lincolnville

A. PUBLIC/DIRECTOR COMMENT:

Hall introduced and welcomed new Manager, Michael Martunas who began work on April 27, 2020. Falciani and Martunas gave brief updates on his first week with the corporation.

B. APPROVE MINUTES OF March 25, 2020 MEETING:

Chair Falciani entertained a motion to approve the minutes of March 25, 2020. Keryn Laite moved to approve the meeting minutes of March 25, 2020 for the MCSWC Board of Directors meeting as presented. Barrows seconded. No further discussion. Roll Call: Aye's: Barrows, Laite, McKellar, Pelletier, Munger, Hall & Falciani. No's none. Motion approved 7-0-0.

APPROVE MINUTES OF SPECIAL MEETING HELD MARCH 18, 2020

Chair Falciani entertained a motion to approve the minutes of a Special Board Meeting held March 18, 2020. Keryn Laite moved to approve the meeting minutes of March 18, 2020 as corrected. Barrows seconded. No further discussion. Roll Call: Aye's: Barrows, Laite, McKellar, Pelletier, Hall & Falciani. Abstention: Munger (not present), No's none. Motion approved 6-1-0.

APPROVE MINUTES OF SPECIAL MEETING HELD APRIL 3, 2020

Chair Falciani entertained a motion to approve the minutes of a Special Board Meeting held April 3, 2020. Dave Barrows moved to accept the meeting minutes of April 3, 2020. Hall seconded. No further discussion. Roll Call: Aye's: Barrows, Laite, Munger, Pelletier, Hall & Falciani. Abstention: McKellar (not present), No's none. Motion approved 6-1-0.

C. MANAGER'S REPORT:

St. Laurent summarized the Manager's report included in the meeting packet. An overview of the repair made to the sewer line on site was provided. Information on the hauling plan/contract is still being reviewed using information obtained by the RFP/RFQ. A plan to reintroduce recycling ability for customers at the facility is being designed. Input from the Staff was gathered and a limited schedule is under consideration where only certain materials will be taken on designated collection days. A traffic plan, social distancing practices, limiting the number of people in the recycling area and limits on the number of vehicles at the recycling cans is under review. This activity will occur on days when the volume of traffic and use of the facility is not high. Martunas added the best timing/triggers for beginning this change is still under discussion by management. Management will construct a notice for the public on these updates. Any modifications will follow State and CDC requirements outlined for the Coronavirus. McKellar suggested using the assistance of the Waste Watch Committee members if needed. St. Laurent and Martunas will look for a succinct plan and will make efforts to have it well communicated to the public. A final discussion on continuing to act under the current motion approved by the Board, which provides management the authority to make decisions to alter the facility, as needed was held. Pelletier and McKellar asked if a timeframe was already known or if guidance from the Board was needed. Falciani asked that management, ahead of the changes that are deemed necessary, notify the Board so they are informed.

St. Laurent relayed that employees are asking about hazard pay based on the circumstances and exposure to the public with the job they do. St. Laurent explained that other member town departments are doing alternating schedules while being paid full time. A discussion on how various essential businesses are recognizing employees who encounter the public during these times was held. Martunas discussed the costs for adding .50 cent/hr. to the current rate of hourly pay to enact a temporary increase of hazard pay related to the Coronavirus risks/changes. Hall asked to clarify the staggered shifts that were discussed to be enacted at MCSWC. St. Laurent explained that MCSWC staff was unable to consider this in the end last month because the staff was not able to be staggered due to lack of redundancy if a sickness did occur. Martunas reviewed the financial impact that the hazard pay would have on budgeted payroll. Laite suggested the Personnel and Finance Committees consider this matter and get back to Martunas/St. Laurent and the Board with a recommendation. Chair Falciani agreed to forward this question to committee for recommendation to the Board.

D. APPROVAL OF FINANCING/ACCOUNTING FOR REPAIR INVOICES

McKellar opened discussion on the invoices listed for payment consideration and suggested the Landfill Development line as funds were available there. The Board approved The Summit invoice in the past and it should be paid from landfill development line 135-04. The Hagerty Plumbing invoicing has not been received for prior work quoted. Finance Committee input on the initial quote was reviewed and authorized in past actions of the Board and when available may be paid from landfill development line. McKellar discussed the overrun status of the Station Maintenance line 120-05, after review, it was suggested that the line continue to be used. McKellar noted there were some funds spent on invoices that were not previously budgeted. The AllenFarm Fence invoice is to be paid from the landfill development line.

Tracking the items in the 120-05 line in detail is important going forward so a review can occur if needed. The year-end review of the budget and overruns may need assistance through unassigned funds or reserve funds once the actual year-end costs are better known. St. Laurent agreed with the tracking and reminded that the upcoming months are usually busier and reflect increased positive landfill revenue for the budget. McKellar stated it is essential that the Finance Committee have the opportunity to review the year-end numbers prior to the Audit before the work moves forward at the end of the year and that the new Manager oversee this process. A brief discussion on the remainder of the fiscal year and financing for known projects was considered as FY20 is ending.

E. HEIGHT CHANGES FOR B4 WELL AND STANDPIPE IN LANDFILL FOR CLOSURE PURPOSES

St. Laurent explained that the B4 well /Standpipe has been pinched and no longer usable to accurately monitor the leachate level in the southern end of Jacobs Quarry. The obstruction is at/below 100 ft. mean sea level. The well monitors the target level for leachate of 98 ft., which is required in the environmental monitoring program approved by the DEP and has not been able to be verified through manual means. A new well and piezometer need to be installed to allow the automatic transducer for the automation of the controllers for the leachate monitoring to be replaced. The transducer work through Summit was an investment that remains not functional.

The cost for this well work estimated to be in the range of \$5,000. Following the repair, the leachate pumping volume will be able to be monitored as required to keep MCSWC in compliance. Laite asked if the cause of the restriction is known. St. Laurent met with Hagerty Plumbing on site and as the plastic pipe is only 1" and it cannot be "fixed" and needs replacement. A discussion on the ability of MCSW to work with the DEP or Maine Municipal Insurance to recoup some costs of the repair was held. The next full water testing by Emery & Garrett/GZA is scheduled for late May 2020. St. Laurent is hopeful that if the new well work is completed, then the additional 100 series well testing would not be needed if the leachate can get back down to the 98 ft. level through pumping methods. A discussion on reimbursement possibilities via insurance or the DEP for the cost of the well repair was held. St. Laurent/Martunas will look into avenues through the DEP for reimbursement of costs that may be covered through the Consent Agreement and paid over time. Hall requested Martunas provide her with a copy of the insurance documents from the original claim made with Maine Municipal Insurance last fall for review prior to possibly placing a new claim for the damaged well. McKellar referenced the fire expense line in the reporting summary that was set aside to track the costs from the July fire in the landfill where cost details may be found.

F. FINANCE COMMITTEE:

Falciani and McKellar discussed some additional major costs that are pending for the facility noting that the budget has areas of caution for major cost centers that need to have an eye kept on for the remainder of the fiscal year. McKellar highlighted these costs have been known to the Finance Committee and the Board.

G. FINANCIALS:

Laite asked Kwiatkowski about outstanding balances for some of the larger accounts. Kwiatkowski informed the board that steps were been taken with several charge accounts to halt charges and request payment to clear up some longer standing balances owed. Through these efforts, several accounts have complied.

Chair Falciani ended the meeting by offering sincere thanks to the Board members and St. Laurent who has been helping the facility the last couple months and looked forward to Martunas providing additional help going forward. St. Laurent added his appreciation for the help of the staff and noted their actions as a supportive team in recent weeks.

H. ADJOURN:

Chair Falciani entertained a motion to adjourn the meeting at 7:43 pm. Keryn Laite moved to adjourn. Barrows seconded. No Discussion. Roll Call: Aye's: Barrows, Laite, McKellar, Pelletier, Munger, Hall & Falciani. No's none. Motion approved 7-0-0.

Respectfully Submitted,

Beth Kwiatkowski
Recording Secretary

SCHEDULED MEETINGS:

Board of Directors Meetings:

May 27, 2020 meeting, 6:30 pm via a remote meeting.

Executive Committee Meeting TBD

Committee Meetings:

Finance: TBD

Governance: 5:00 PM – May 27, 2020

Personnel: TBD

Strategic & Capitol Planning: TBD

Waste Watch Committee: Thursdays following MCSWC Board Meeting at 12:30 pm