



MIDCOAST SOLID WASTE CORPORATION

BOARD OF DIRECTORS MEETING

June 24, 2020

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

MEMBERS ABSENT: Debra Hall – Rockport

REPRESENTATIVES PRESENT: David St. Laurent, Interim Manager MCSWC, Michael Martunas, Manager MCSWC, William Post, Town Manager, Rockport

Special Guests: Lissa Bitterman, Business Development Manager, ecomaine

A. PUBLIC/DIRECTOR COMMENT:

McKellar provided a brief update on the Waste Watch Committee and status of the Swap Shop and asked that Representatives on the Board promote the need for volunteers at Select Board meetings, as expanding the list is helpful. The Swap Shop remains closed, however, a discussion on furniture stored in the new Swap Shop building and making it available for sale to the public was held. Martunas added he met with Waste Watch Chair, Marci Casas, and will continue to work on the matter over in the coming weeks.

B. PRELIMINARY DISCUSSION OF MUNICIPAL SOLID WASTE:

- a. Lissa Bitterman, Business Development Manager of ecomaine, Portland, ME, joined the meeting and provided a PowerPoint overview of the plant waste-to-energy process for disposal of MSW. The second half of the presentation was an overview of the single sort recycling process. MCSWC is currently contracted with ecomaine for the disposal of MSW for the four towns we service through June 30, 2021. Bitterman stressed the importance of diverting waste that can be reused or recycled from the waste stream is key to creating the best long-term plan for longer landfill life. A discussion took place on the projected capacity of the landfill at ecomaine and general information on future capital investments that could improve future recycling sorting methods. A brief discussion on ecomaine processes for composting food waste was held.
- b. Falciani opened discussion on MSW options the Strategic and Capital Planning Committee (SCPC) will be meeting in the coming weeks to focus options and recommendations for the board. Tipping fee pricing for MSW and CD&D at available facilities that accept waste reviewed. Falciani requested that the SCPC provide options and recommendations to the board

at the August meeting in order to be ready for voting at the town level for the November vote. Post suggested a draft referendum be composed for the August meeting to meet voting document printing deadlines.

- c. Martunas and St. Laurent reviewed an updated sheet on hauling cost and disposal locations cost figures that incorporated information from the recent RFP/RFQ results. Martunas drafted a contract for future hauling terms. Munger asked that the draft contract be provided for review to the Board when available. Martunas is currently working with Haskell on negotiating the hauling contract in the coming weeks. A discussion on the maximum length of a contract for a board vote; and if citizens votes may be necessary was held.

C. APPROVE MINUTES OF May 27, 2020 MEETING:

Chair Falciani entertained a motion to approve the minutes of May 27, 2020. Keryn Laite moved to approve the meeting minutes of May 27, 2020 as presented. Barrows seconded. Discussion followed McKellar requested corrections to the JQS/JQN discussion. Laite moved to amend his motion to approve the minutes as amended. Barrows second stood. No further discussion. Roll Call: Aye's: Barrows, Laite, Munger, Brown, Pelletier, McKellar & Falciani. No's none. Motion passed unanimously (84.58% in favor and 0 opposed)

D. FACILITY MANAGER'S REPORT:

Martunas summarized the Manager's report included in the meeting packet.

A repair/certification of the fire suppression system of the recycling building is scheduled to be performed in July.

An RFP for Auditing Services has been developed and advertised and will include work to be done for the FY19-20 budget year to begin in September 2020. Deadline for bids is July 31, 2020.

MMA WORKERS' COMPENSATION SAFETY INCENTIVE PROGRAM:

Martunas enrolled MCSWC to take part in the Workers Compensation Safety Incentive Program (WCSIP) offered by Maine Municipal Association - Risk Management Services. This voluntary program includes a thorough review of the existing workplace safety program; completion of the program may result in credits offered toward the annual contribution, which can result in lowered costs related to policy coverage. Martunas feels MCSWC has a safety program in place that solidly reflects Tier 1 specifications and added that many safety markers may be met in Tier 2; Martunas highly recommended doing this work. The Board of Director Representatives are required to sign the Resolve Form provided in the board prior to August 28, 2020 as a requirement for the program. Martunas will reach out to Representatives to gather the needed signatures.

Chair Falciani entertained a motion on moving forward with the WCSIP program. Laite moved to participate in the Workers Compensation Safety Incentive Program. Pelletier seconded. McKellar asked that the company name include a hyphen between Mid and Coast. No further discussion. Roll Call: Aye's: Barrows, Laite, Munger, Brown, Pelletier, McKellar & Falciani. No's none. Motion passed unanimously (84.58% in favor and 0 opposed)

F. FINANCE COMMITTEE:

Falciani and McKellar briefly touched on the current revenue and expense sheets provided. McKellar highlighted the current sheets still have additional outstanding invoices due and final sheets will reflect different numbers for these outstanding costs incurred in FY20. A brief discussion on whether the corporation finances are on an accrual basis vs. a cash basis was held. McKellar briefly discussed other planned funding of accounts and planned expenses from the FY20 that will eventually affect the unassigned fund balance by years end. McKellar briefly highlighted a previous discussion by the board on hazard pay or other related wage changes due to the COVID-19. McKellar offered to have the Finance Committee meet with Martunas soon to discuss year-end figures and bring any recommendations to the board if needed. Falciani opened discussion on the Annual Meeting agenda; McKellar asked that the annual review of the fee schedule be included.

G. FINANCIALS: No discussion

H. ADJOURN:

Chair Falciani entertained a motion to adjourn the meeting at 8:44 pm. Wendy Pelletier moved to adjourn. Munger seconded. No Discussion. Roll Call: Aye's: Barrows, Laite, Munger, Brown, Pelletier, McKellar & Falciani. No's none. Motion passed unanimously. (84.58% in favor and 0 opposed)

Respectfully Submitted,

Beth Kwiatkowski
Recording Secretary

SCHEDULED MEETINGS:

Board of Directors Meetings:

July 22, 2020 meeting, 6:30 pm via a remote meeting.

Executive Committee Meeting TBD

Committee Meetings:

Finance: TBD

Governance: 5:00 PM – July 22, 2020

Personnel: TBD

Strategic & Capitol Planning: TBD

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