



**MIDCOAST SOLID WASTE CORPORATION
BOARD OF DIRECTORS ANNUAL MEETING
January 24, 2024**

MEMBERS PRESENT: Bob Falciani – Camden, Alison McKellar (Treasurer) – Camden, Michael Brown – Hope, Keryn Laite (Vice-Chair) – Lincolville, Eric Boucher (Chair) – Rockport, James Annis – Rockport
MEMBERS ABSENT: James Annis – Rockport, Steve Hand – Lincolville, Sarah Smith – Hope
REPRESENTATIVES PRESENT: David St. Laurent, MCSWC Manager

Eric Boucher, Chair, called the meeting to order at 6:38 pm.

- 1. PUBLIC & DIRECTOR COMMENTS: Review Bids for Chipper and Ford Fire Truck:** St. Laurent discussed the pending sale of surplus equipment following an advertised bid that ended on January 23, 2024, at 4:00 pm. Bid Award: St. Laurent reviewed a tabulation of bids received; noting that the highest bid for the 1999 Peterson Grinder was \$60,000.00 and the pending highest bid for the Ford Lafrance Fire Truck came in at \$ 1200.00.
Chair Boucher entertained a motion for the sale of surplus equipment. ***Keryn Laite moved to direct the Mid-Coast Solid Waste Manager to award the sale to the highest bidder on the 1999 Peterson Grinder and to award the sale of the Fire Truck to the highest bidder. McKellar seconded. Discussion followed. St. Laurent clarifying he will follow up on which account sale proceeds will be placed, insurance coverage will be removed, transfer of the equipment facilitated from the facility and Attorney Bill Kelly will draw up necessary purchase and sale agreements. A brief discussion took place on where best to allocate the sale revenue at the end of the year. No further discussion. Boucher called a vote. Motion passed. (100% in favor, 0 opposed)***
- 2. REVIEW AND APPROVAL AUGUST 30, 2023, MEETING MINUTES:**
Chair Boucher entertained a motion to approve the Board of Director Minutes of October 25, 2023. ***Michael Brown moved to accept the meeting minutes, as presented. McKellar seconded. No Discussion. Motion passed. (100% in favor, 0 opposed)***
- 3. FACILITY MANAGER REPORT:**
St. Laurent reminded the Board that the Teamster Union Contract is due to expire on June 30, 2024. St. Laurent has begun discussions with the Shop Steward and will keep the Board advised as the process moves forward.

Laite opened a discussion on the culvert drain being proposed for the Northern End of Jacob's Quarry. The proposal will assist with moving storm water from the Quarry as needed. St. Laurent provided a brief overview of historical water migration between the North and South ends of the Quarry. St. Laurent briefly reviewed a proposed pump/force main combination project being designed to assist with keeping North End quarry water levels to required height markers and to assist with reducing water elevation in order to reduce the potential of water moving from the North End of the quarry to the South end of the quarry. St. Laurent noted that the last two years has seen little ability to adjust pumping volume due rain volume. A brief rundown of information on storm water discharge direction and an update on the DEP approval and permitting process was provided. St. Laurent also discussed the elevation data and noted the pumping station to be placed in the North End quarry is moving forward this fiscal year.

4. FINANCIAL COMMITTEE REPORT:

McKellar shared that the budget process was much smoother this year; and commented that the FY23 Audit was delayed this year but timing allowed for Town Assessments to be updated to reflect current percentages for the FY25 budget. McKellar also noted the template for the budget is new and redesigned by Jodi Hanson & Dave St. Laurent to create a better format and cleanup formulas.

The Finance Committee held a meeting on January 22, 2024, and notes for the board are provided in the meeting packet. A positive note is that the budget was not in the red for FY23 and that the unassigned fund balance, reserve funds and revenues were healthy. The MRC Reserve money will need review and discussion in the future. McKellar reminded the members that three towns manage a fund created when the PERC waste incinerator closed, and the facility left the Municipal Review Committee (MRC). The Town of Hope is managing their own refunded funds and may want to join the conversation. McKellar stated a discussion to direct the eventual use of the funds is needed because using these funds for just three towns would be difficult. A brief discussion about the Lily Pond Escrow and eventual move of the funds to the Landfill Closure Reserve in the future was touched on.

a. Recommendation of Budget for Fiscal Year 2024-2025: Review and Vote

McKellar highlighted suggested budget changes as follows:

Changes to the Manager's Budget for FY25 included the installation plan for a culvert and pumping process discussed earlier. Closure funds are available for this type of project. As a result of a healthy Landfill Reserve Fund the budgeted allocation is less than in prior years to assist with ongoing closure work and projects to assist in lowering long-term costs. Laite asked about defining the amount of money needed to close the landfill, noting the projected figure could move in the future. Falciani discussed the proposed closure date, that typically moves depending on report estimates, suggesting setting a 15-year plan to assist the Board with budgeting policies and decisions on closure and facility transition going forward. A brief

discussion on the projected closure date and a suggestion to review the investment agreement criteria for the closure fund was held.

McKellar touched on to the pending Union contract for FY25 noting the figures included in the budget were determined on best guessed figures ahead of negotiations.

A new Municipal Solid Waste (MSW) disposal contract will be executed this year, and budget numbers were increased from the lowest possible estimate to include additional funds which will allow flexibility to contract with available companies accepting MSW for disposal.

Falciani opened a discussion on the addition of the new FY24 year to date column added to the budget. McKellar stated the year-to-date figures in the draft budget were older than those reflected in the current year-to-date expense and revenue reports generated for the meeting packet. Falciani clarified this column is a tool. Boucher added that the next budget should set a definitive date of December 31 for the figures used, or a specific date referenced in the column heading. Several members commented on the new budget format which makes the budget easier to work with and review. St. Laurent also thanked Jodi Hanson, MCSWC Bookkeeper, for her efforts to create the formulas and work sheets used.

St. Laurent discussed the need to begin compactor replacement and or refurbishment for older compactor cans in the compactor area of the facility. St. Laurent is developing a plan to quote a purchase price to replace a single can and then begin refurbishing the equipment if able, and continue this annually for each compactor can. McKellar added equipment reserve funds are available now, but future budgets may need to focus on re-funding this reserve account as work progresses or discuss borrowing funds to complete the work.

Laite asked if there were any other things to point out on this FY2024-2025 budget? Boucher noted that wages and benefits were reviewed closely by the Finance Committee, and insurance figures have decreased. Discussion followed. St. Laurent added that the facility is being managed well; he is currently committed to the plan and assisting the Foreman and employees on staff to grow in their positions as well.

Chair Boucher entertained a motion to accept the FY2024-2025 budget. Falciani moved to accept the Finance Committee recommendation provided for the FY25 budget figure of \$2,628,308.00. Laite seconded. No discussion. (100% in favor, 0 opposed)

NOTE:

Chair Boucher asked the Board to schedule work on the Interlocal Agreement to begin the process to recommend a new annual date to present the Mid-Coast Solid Waste budget for review and approval. McKellar noted projecting a budget 18 months in advance is difficult, and the audit has been coming back later than prior years. Laite asked that the Board be sure the Towns are given enough time to work with the figures from MCSWC for their budgets. Boucher added that the Finance Committee should also establish a date to begin the budget process earlier. McKellar agreed that the goal is to assist the towns with tighter figures for the

assessment vs. projected figures by having a later date for the board to review and approve the MCSWC budget. St. Laurent agreed that hard stop dates are helpful.

6. FINANCIALS:

Current Expense, Revenue and Accounts Receivable Summary Financials as of January 18, 2024, are available for review in the meeting packet. Laite asked if a physical paper copy of sales is provided to account receivable holder explaining that a customer expressed, they had not received billing for several months. Kwiatkowski explained the process and that each customer has the choice of getting statements by email or regular mail. If there are any invoicing issue the office contact information is available – Kwiatkowski did note that in October 2023 there was a problem with the bookkeeping program emailing statements due to a computer upgrade and an issue between software and the new office email. When feedback from customers was received, a fix was made, and October statements were resent.

7. AJOURN:

Chair Boucher moved to adjourn the meeting at 7:43 p.m. McKellar seconded. No discussion. (100% in favor, 0 opposed)

Respectfully Submitted,

Beth Kwiatkowski
Recording Secretary

If there are any questions regarding the decisions made at the meeting, please refer to the meeting video found at www.youtube.com/TownofCamdenMaine

SCHEDULED MEETINGS:

Board of Directors Meetings:

March 27, 2024, at 6:30 p.m., John French Jr. Conference Room – Camden Town Office