

MINUTES

MUNICIPAL WASTE HUB

BOARD OF DIRECTORS

A regular meeting of the Board of Directors of Municipal WasteHub (“MWH”) was held on Wednesday, April 23, 2025, at 10:00 a.m. in a hybrid format with Board Members attending in person at the Hampden Town Office (except as noted) and various attendees present via Zoom.

In attendance were the following:

Directors:

Karen Fussell, City of Brewer	Paula Scott, Town of Hampden
Tony Smith, Town of Mount Desert	Robert Butler, Town of Waldoboro
Melissa Doane, Town of Bradley	Rebecca Hapgood, Town of China
Belle Ryder, City of Orono (virtually, joining at approximately 10:30 a.m.)	

Staff:

Michael Carroll, Municipal WasteHub Executive Director

Consultants:

George Aronson, CRMC (virtually)
Jon Pottle, Eaton Peabody

Vice President Fussell convened the meeting at 10:00 a.m.

APPROVAL OF AGENDA

A proposal was made to modify the agenda by adding a second executive session to discuss the Board’s rights and duties under the bylaws. The proposal was accepted, and the agenda was approved with that modification.

CONFIRMATION OF NAME CHANGE TO MUNICIPAL WASTE HUB

The Board discussed its earlier approval to approve the name change of Municipal Review Committee, Inc., and then, upon motion duly made and seconded, it was unanimously:

VOTED: To adopt a resolution as set forth in the “Resolution Documenting Name Change from Municipal Review Committee, Inc. to Municipal WasteHub” dated April 23, 2025.

**CONSIDERATION OF MINUTES OF THE
JANUARY 22, 2025, REGULAR BOARD MEETING**

The next order of business was approval of the minutes of the regular Board meeting on January 22, 2025. Upon motion duly made and seconded, it was unanimously:

VOTED: That the minutes of the regular Board meeting on January 22, 2025, are approved as presented.

TREASURER’S REPORT

Executive Director Carroll presented the Treasurer’s Report on behalf of Treasurer Ryder starting with bills payable. Upon motion duly made and seconded, it was unanimously:

VOTED: That the March bills payables are approved as presented.

Executive Director Carroll then discussed the first quarter budget reconciliation for 2025, noting there were no surprises in terms of revenue or expenses, with revenues modestly higher than estimated and expenses slightly less. Discussion ensued on interest earnings, as well as the scholarship planned to be awarded later in the year. Mr. Carroll then reviewed the Wealth Management Fund performance, noting performance was modestly higher than the benchmark. Lastly, Mr. Carroll noted the reconciliation process between in-house financial records and outside support, which was working well.

Treasurer Ryder then joined the meeting and noted she did not have any further comments or concerns on Treasurer matters.

Discussion ensued on the audit RFP with inquiry on its status, with Mr. Carroll noting there was not an overwhelming response to the RFP; but also, there was the possibility of considering a financial review process versus an audit process for MWH.

ASSET MANAGEMENT REPORT

Mr. Aronson presented a summary of the Asset Management Report with reference to the written report provided to the Board in advance of the meeting and reviewed at the Finance Committee meeting. Mr. Aronson highlighted MWH's financials are simpler compared to prior years, with assets generally characterized as cash in various accounts together with non-cash assets described as the Hampden site, value of the contingency fee payment associated with Innovative Resource Recovery's ("IRR") purchase of 90% of Municipal Waste Solutions, LLC (payable within 30 days of the Resumption of Commercial Operations of the Hampden facility), and the credit for assuming certain liabilities as part of IRR's purchase. Mr. Aronson also noted MWH's 10% equity position in Municipal Waste Solutions, LLC, as part of his summary report on MWH's assets.

EXECUTIVE DIRECTOR AND COMMITTEE REPORTS

Executive Director Carroll presented his summary report on MRC activities in the first quarter of 2025 with the following highlights:

- MWH Members delivered 19,287 tons of MSW in the first quarter of 2025, a modest increase of 809 tons when compared to the first quarter of 2024;
- MWH's significant work and positive feedback on the name change to Municipal WasteHub, with Mr. Carroll thanking DesignLab, the Board, and Members for their participation and support;
- Hampden facility reopening activities continue to progress in a positive direction, with the facility now receiving truck deliveries of MSW at the facility; at present, the facility is operating as a transfer facility which will significantly aid in ramp up towards resumption of commercial operations;
- MWH continues to pursue grant funding with the MDEP to promote education and understanding on the Hampden facility and its capabilities, with the prospect of potentially securing grants in the next round of applications;
- MWH tours and outreach activities with community stakeholders and MDEP representatives;
- Mr. Carroll's participation as a panel member at an Environmental Policy Forum in Hallowell sponsored by the Maine State Chamber;

- MWH’s participation at the Maine Resource Recovery conference in Camden, with reported enthusiasm and excitement for MWH’s new name expressed by sponsors and event attendees; and
- MWH’s participation in legislative activities and policy, with active focus on LD 231, LD 235, LD1063, LD 920, LD1065, LD 1633, and LD 1423.

The Board noted the high volume of activities, expressing appreciation for Mr. Carroll’s and MWH Staff’s hard work. Discussion then ensued on various outreach activities anticipated in 2025 regarding MWH as part of communications/marketing outreach, including an updated new website possibly in the third quarter of 2025. Mr. Carroll also recognized Barbara for all her hard work and efforts, expressing his appreciation for all her support and dedication.

MUNICIPAL WASTE SOLUTIONS UPDATE ON HAMPDEN FACILITY

Mr. Kevin Hogan of Municipal Waste Solutions (“MWS”) provided an update on the Hampden facility’s progress towards a re-opening, noting the fire rover protection system installation, front-end equipment upgrades to allow the facility to accept waste (now up to approximately 75 tons per day), and finalizing fulfillment of MDEP license conditions as part of restarting the facility. Mr. Hogan noted he expected operations of the front-end materials recovery facility (“MRF”) to be active in the fourth quarter of 2025, with predecessor actions now underway to facilitate MRF operations. Discussion then ensued on the possibility of robots or similar technology to be added to enhance the facility’s automation, with Mr. Hogan noting those were under review/analysis by MWS in addition to the existing technology capabilities the facility already has (e.g., optical sorters). Further discussion ensued on federal policy dynamics and the anticipation of recruiting and adding staff for the facility’s operations. The Board thanked Mr. Hogan for his report and all the focused work MWS was doing to resume facility operations.

SCHEDULE OF UPCOMING MEETING DATES

Vice President Fussell reported the next quarterly Board Meeting will be held on July 23, 2025, at the same location – the Town of Hampden Council Chambers. A public notice will be posted in advance of this meeting.

PUBLIC COMMENT

A member of the public expressed thanks for the work and progress towards restarting the Hampden facility. No other public comments were presented.

EXECUTIVE SESSIONS

Upon motion, duly seconded, the Board voted unanimously:

VOTED: That the Board go into executive session pursuant to 1 M.R.S. § 405(6)(E) regarding the Board's contractual right and duties.

The Board came out of the first executive session and then, upon motion, duly seconded, the Board voted unanimously:

VOTED: That the Board go into executive session pursuant to 1 M.R.S. § 405(6)(E) regarding the Board's rights and duties under the bylaws.

The Board then came out of the second executive session and, there being no further or other business, adjourned the meeting.

Respectively submitted,

/s/Jonathan Pottle

Dated: July 7, 2025