

APWA

Maine Chapter American Public Works Association

MEETING MINUTES

February 5, 2004

Eric Street called Board Meeting to order at 9:00 am, MMA – Augusta.

Present: Eric Street, Steve Johnson, Gerry James, Stewart Sevey, Dick Aube, Bill Stretton, Mike Claus, Bob Stevens, Steve Bradstreet, Tom Martin

1. Meeting Minutes of 1/08/04 approved.
2. Treasurer's Report: Steve Bradstreet went over current accounts. Steve Bradstreet & Steve Johnson reported the transfer of financial data is successful, check signing authority with Steve Bradstreet, Steve Johnson and Erik Street. Financial report discussed, income and expenses reviewed. Steve Johnson sent chapter financial info to national for audit. A signed MMA services contract is on the way with new lower rate. Treasurer's Report accepted.
3. Delegates Report: - Greg. Dore not present, Greg has been in contact with Eric on chapter issues.
4. MLRC Report: Bob Stevens said Certified Flagger workshops are done and Snow & Ice control workshops coming up. Stewart Sevey will be doing a presentation at workshop. By Maine Water Works, and in addition Pete Coughlin will do flagger training with them. Bob had photos from last year's Highway Congress. Bob Stevens said LTAP and APWA are partners.
5. IME skipped.
6. Video Production: Stewart Sevey reported Skowhegan person is willing to video congress. Eric discussed Pineland Video presentation as a good example of organization on video. Bob Stevens said Cal from MLRC will do video. Eric would use video for outreach at shows and as promotional CD. Consensus was to have technical committee work with Bob Stevens on coordinating video production
7. Steve Bradstreet on Spring Meeting: Board went over final agenda and noted \$750 check for comedian needed. Payment to Elks is made at meeting. DJ is on for pastries. Bob Stevens has been in contact with Elks and will check on pastry issues.
8. Steve Johnson reported on Highway Congress. Working on vendor database, 1st notice sent, 2nd notice to vendors going out. Town Pride Truck Exhibit notice going out. Release check off and insurance will be included in database. Steve . went over assignment sheet for congress. Program ad is going in Townsman and Steve will call Lions Club. It was noted that Portable Radio rental deal is made with Maine Radio. Eric will coordinate with Maine Radio. John Foster has supplied PA for Rodeo in the past from Brunswick PD. Gerry James asked what to buy for congress clothing, discussed hats and tee shirts. Visiting Dignitaries discussed. No word on Governor or APWA president. Snowplow Roadeo has been done by Kevin Noyes. Dick Aube will speak with Steve Walker if more assistance is needed. Electrical system at fairgrounds inspected by Ray Pelletier - Report passed around for board review. Discussed issues in report. Bill Stretton, Steve Johnson and Erik Street will work

with Fairgrounds Maintenance and discuss investment needed by MCAPWA to bring electrical up to standards needed for show. Steve Johnson will contact Walter Hight at Fairgrounds. Trinkets for congress on hold. We are out of bags. Paul has done bags in past. Steve Johnson will check with him. Usual order is 5000 bags. Eric discussed Highway Congress Promotion with New England Construction. Eric discussed letter on their promotional proposal. No cost to MCAPWA. Issue of timing and control of database discussed. Consensus of Board was not to be tied to New England Construction and stick with article only. Arial Photo discussed, and noted that Rodney Stevens will do again. Stewart Sevey will call him to confirm. Meals discussed: Chicken consensus of group. Steve Johnson will follow up on dig safe issues at congress.

9. Chapter Committees: Eric went over handout on assignments. Steve Bradstreet noted the Treasurer does the spring meeting and secretary does fall meeting. Motion to accept Committee structure with changes suggested by Gerry James: Roll Scholarship Committee into Education and Training Committee. Second and Approved. Membership and Nominating combined. Second and approved.

Education & Training: Gerry James, Steve Bradstreet Paul Boudreau, Erik Street, Bob Stevens, Stewart Sevey

Membership & Nomination: Steve Johnson, Bill Stretton, Dick Aube, Tom Martin

Technical: Mike Claus, Erik Street

Chapter Audit: Mike Claus, Steve Johnson

By-Laws: Stewart Sevey, Gerry James, Tom Martin, Steve Johnson

Past President: Tom Martin

Chair assignments next meeting.

10. Discussed Cindy Wade at MRWA, joint sponsorship issues, membership list and sharing MMA resources. Mike Claus made motion that MCAPWA will not give out any chapter database information or sponsor any groups without NCAPWA Board Approval. Second, discussion was that Board has obligation to look at all associations we make. Motion Approved.
11. Old records - hold for next meeting.
12. Order APWA pins - Stewart Sevey Motion to allow Eric Street to purchase APWA pins, folders and other chapter gift items not to exceed \$200. Second, Approved Unanimously.
13. .Board of Directors Dinner/Event to be planned by Steve Johnson and Stewart Sevey
14. Bob Stevens said personal insurance cannot be increased because of accident in PWD equipment
15. Election of Officers next meeting
16. Stewart Sevey - MDOT Operations review underway.

Motion to Adjourn: 11:32 am