

# APWA

## Maine Chapter AmErikan Public Works Association

# MEETING MINUTES

November 4, 2004

Erik Street called Chapter Board Meeting to order at 9:00 am – MMA Offices, Augusta

Present: Mike Claus, Steve Walker, Steve Bradstreet, Dennis Cox, Erik Street, Pete Coughlin, Craig Worth, Bill Stretton, Greg Dore, Mike Bobinsky, Gerry James, Adam Ogden, Bob Burns, Wes Thames, Guy Melcher, Bob Stevens.

1. Erik Street introduced new board members Bob Burns and Dennis Cox.
2. Motion to approve October meeting minutes, seconded, unanimous.
3. Steve Bradstreet handed out financial reports. Steve detailed accounts on golf tournament and supervisory workshop. Golf tournament had a profit. Supervisory workshop has a profit if all attendees pay. Currently the account is in deficit. Steve went over list of towns that have / have not paid. Steve said all expenses appear to be accounted for. Workshop expenses around \$7,100 and this would be a good budget number if workshop is done again. Bob Stevens said he has some information on who attended based on plaques he obtained. Pete Coughlin said MDOT had about \$1000 worth of expenses in workshop. Greg Dore discussed Quebec chapter donation for child to go to Washington DC for bone marrow transplant. NE Chapter is leading the effort. Quebec PWD director's son is sick. Jerry noted that Canadian Health Care system will not pay for procedures in US. Treasurer's report motion to accept, seconded, unanimous.
4. Greg Dore discussed 54th transportation Conference, Greg notified National that we are a sponsor, and noted we need to send schedule of events to National. Educational meetings are green events and do not present insurance issues. Greg said we should add line item for insurance to 2005 budget. We will have to pay 1/2 of Highway Congress insurance in 2005 and full insurance in 2006. Greg said Golf Tournament is a yellow event if less than 144 people attend. Question of can we buy insurance for red events from National APWA? Greg said it is possible that National APWA will not be able to find insurance. Mike Bobinsky discussed mutual agreement between towns / cities participating in Highway Congress. Wes Thames asked if Towns involved in Roadeo could provide a rider for that event. Greg Dore said if vendors provided equipment for Roadeo that could solve the problem because Vendor would have insurance. Greg said this will be a learning experience this year on insurance issues for Highway Congress and that National APWA will direct us in which way to go. It was noted that County Roadeos are not covered by MCAPWA. Insurance for County Roadeo should be provided by the Town putting on the event. Greg noted APWA Spring Delegates meeting is second weekend in May in Quebec. Chapter president, delegate and alternate typically attend. Let Greg know if you want to attend.
5. MLRC - Pete Coughlin said MUTCD workshops starting. Snow & Ice training planned. Jason Simcock will be Town Manager in Monmouth. Phil Curtis is a legislator now. Pete said that even with Phil's new legislative duties there should be no conflict with legislature and his work at MDOT.
6. Craig Worth trying to get IME board reactivated. Excellence awards for projects that end Dec 31 2004. Projects may be submitted by end of April. Craig tries to get 3-5 people to help judge.

7. Erik Street discussed tax cap. Mike Bobinsky said grass roots efforts were successful. Wes Thames and Mike Bobinsky both thought spending caps will be in place for many towns. Erik Street said chapter should stay involved in regionalization efforts and other cost saving measures.
8. Mike Claus discussed updating executive committee list and board mailing list. Erik said we need new items for website. Steve Walker said we should update web site better by highlighting only new events.
9. Steve Bradstreet went over spring meeting planning. Date is set for April 7, 2005 at Waterville Elks Club. Bob Stevens to talk to Elks Club on food. DJ will get breakfast. Few suggestions for new topics were made at the last spring meeting. 3-4 20 minute slots need to be filled. Steve is also planning on comic relief. Pete Coughlin noted that a concrete pipe company has a new gasket system and would do a presentation at the Spring Meeting.
10. APWA display Board stored by Greg Dore. Erik is looking at new display. Display is owned by MLRC, they have no need to use display at this time. Cost Estimate for new display w/o lights \$500. Steve Bradstreet noted that professional display units can cost from \$5,000 to \$10,000. Pete Coughlin said MDOT will take back the old display if MCAPWA did not want it. Greg Dore noted there are some broken items on the display. Pete Coughlin said MLRC could print large format items for display. Greg Dore said new APWA logo is in place and can be used by Chapters.
11. Erik Street discussed Supervisory Training Program. Appraisals are back and all were mostly very good with the exception of food which was rated as poor. The more detailed comments were very good. Mike Bobinsky noted that Communicating With the Public could be a topic at Spring Meeting because it was missed at Supervisor Training. Pete Coughlin Discussed the Vermont Training Program. Several Board members noted that they want to have a supervisor who has a solid technical background. Greg Dore said National APWA will accredit Supervisor Training. Suggestion was made to send letters to Town / City Managers of supervisors attending training thanking them for allowing supervisors time to train. Discussed follow up efforts for supervisor training. Suggestion was made to increase the technical aspect of training. Time for training was discussed. Most agreed spring was best followed by fall. Pete Coughlin noted that training should have a person in charge for coordination workshop. Pete said MLRC could provide the go to person. Erik Street and Craig Worth discussed 2-tier training. Greg Dore suggested Public Speaking as a topic and the importance of the Supervisor dealing with the public. Greg Dore, Pete Coughlin, Mike Bobinsky, Wes Thames and Steve Walker all expressed interest in planning future Supervisor Training.
12. Motion made to not work with MRWA on workshops or events for one year. Motion seconded and discussed. Issues of high cost of MRWA workshops and use of our name for those workshops were of concern to Board members. Motion passed unanimously.
13. Erik Street discussed planning for a Safety Alley at the Highway Congress. Erik discussed using the Coliseum area. Question discussed about whether the National Workzone Fatality Monument could be open to the Public on the Fairgrounds for several days Greg Dore to check on Fairgrounds availability.
14. Bill Stretton noted we have 173 paid members with all accounts current except MCAPWA member serving in Iraq. Motion made to pay National APWA membership for this account. Motion seconded and passed unanimously.
15. Greg Dore asked that 50<sup>th</sup> Anniversary be on agenda for next meeting.

Meeting adjourned at 11:05 am. Next MCAPWA Board Meeting is December 2, 2004 at 9:00 am at The 54th Annual Maine Transportation Conference, Augusta Civic Center.

<http://www.state.me.us/mdot-stage/transcon/homepage.htm>