

# APWA

## Maine Chapter American Public Works Association

# MEETING MINUTES

February 3, 2005

Erik Street called meeting to order at 9:20 am – MMA office - Augusta

Present: Erik Street, Bob Stevens, Gerry James, Steve Walker, Wes Thames, Mike Claus, Mike Bobinsky, Paul Boudreau, Steve Bradstreet, Stewart Sevey, Adam Ogden

1. Motion made and seconded to approve January Meeting Minutes. Board voted unanimous approval of January meeting minutes as submitted.
2. Steve Bradstreet made Treasurer's report. Steve went over account balances and account activity. Donation made to Special Olympics in memory of Ron Raymond from Bangor Public Works. Thanks received from Special Olympics and the Raymond family. MMA invoice for \$76 for increased costs outstanding. Moved and seconded to accept the Treasurer's report. Approved unanimously.
3. Joan Kiszely introduced staff members from MMA who will be working with us. Draft administrative services agreement passed out for our review. Discussed MMA convention program and goal of increasing appeal of convention program. Jeri Holt manages web sites for affiliate groups at MMA. Joan noted we would need a side agreement for web site maintenance. Approximate cost of \$300 per year to MMA. Last year we only paid \$50 to GWI. Discussed using National APWA template for web site. Gov.office website is used as a template for municipal affiliate groups at MMA. Joan noted that providing content and structure of website within template is up to the affiliate group.
4. No delegate's report.
5. Erik read membership report from Bill Stretton. Went over renewals and delinquent members. Membership at 181.
6. Bob Steven's discussed MLRC. MLRC is currently interviewing candidates for Jason's job. Pete Coughlin working with legislature. Bob discussed video progress. List of media material available for video passed around. Suggested going to Mark Rowe Productions to finish video. Erik will call Mark Rowe to follow up on plan to get 15 to 20 minute video produced.
7. No IME report.
8. Steve Bradstreet passed out QBS materials. National APWA has adopted policy of supporting QBS. State of Maine QBS organization needs support from MCAPWA for grant funding for QBS promotion. Steve discussed the nature of QBS selection. Would like support from board for QBS endorsement. Several Board members discussed their experience with QBS. Steve Walker made motion that MCAPWA support national APWA Policy Statement on QBS of Professional Services Consultants, Mike Bobinsky seconded, approved unanimously.
9. Steve Bradstreet discussed spring meeting agenda. No Road Scholars this year. DJ will donate \$175 for coffee mugs and door prizes. Adam discussed road stormwater construction options to not bring runoff directly to stream. Mike Bobinsky thought NPDES phase 2 training is applicable for this. Erik discussed several other speaker possibilities. Most did not want sales pitch from speaker. Erik will look for speaker on Ultra Low Sulfur Fuel. Went over agenda changes and times for breaks. For equipment issues process is important. Crew interaction discussed as a topic. Erik discussed seating limit at Elks Club.

10. Erik went over highway congress assignments. Windbreakers discussed. Need to look at sale issues, inventory problems. Polo shirts for Board members and dignitaries were wanted by all. Consensus was Tee shirts for work day volunteers should be provided. Steve Bradstreet has new logo from APWA. Work Zone Memorial will be up 2 days. Need crew for Tuesday Set Up of Work Zone Memorial. Need partition for Work Zone Memorial. Ken's for Wednesday Night dinner by Stewart. Need more bags got highway congress. Paul Boudreau got the last order of bags from Geiger Brothers in Lewiston. Discussed selling advertising for bags to recover production costs. Need to get 3000 bags. Paul will work on bag advertising. Paul needs current Highway Congress vendor list. Steve Johnson home address is good for contact list. Bags need new APWA artwork.
11. No report on Leadership school. Steve Bradstreet reported on Kansas City training and his expenses. Was discussed that motion to approve Steve Bradstreet expenses during training had previously passed.
12. Erik postponed 50<sup>th</sup> anniversary discussion.
13. Erik asked we look at website and keep updating web site.
14. Erik discussed possible compu-spread training. Gerry asked about Dickey John Training. Need to do this training in the fall because of memory issues. Stewart Sevey noted that this training is at most a 4 hour program. 2 - 3 hours more likely.
15. Bob Stevens noted that Maria Fuentes is working on the Fuel Tax issue. Testimony will be taken on this issue again.
16. Erik noted CSI is looking for nominations on Safety / Communications issues awards.
17. Mike Bobinski has drafted letter on endorsing Keith Noyes for top ten APWA Leader.

Next meeting 3/3/05 - MMA 9:00 am. Meeting adjourned at 11:40

Respectfully Submitted, Mike Claus