



# MEETING MINUTES

May 5, 2005

Erik Street called meeting to order at 9:00 am – Skowhegan Fairgrounds Office

Present: Erik Street, Steve Bradstreet, Steve Johnson, Wes Thames, Craig Worth, Alan Gove, Bob Stevens, Stewart Sevey, Gerry James, Adam Ogden, Steve Googins, Paul Beaudreau, Dennis Cox, Steve Walker, Kevin Noyes, Mike Bobinsky, Bob Burns, Mike Claus.

1. Motion made and seconded to approve April Meeting Minutes. Board voted unanimous approval of April meeting minutes as submitted.
2. Steve Bradstreet made Treasurer's report. Steve went over account balances and account activity. Deposits are up because of Highway Congress registration Fees, Still some outstanding balances from April Meeting. 16 attendees at Supervisors meeting, Steve thought this was a break even number. Moved and seconded to accept the Treasurer's report. Approved unanimously.
3. Delegates Report waiting for arrival of Mike Bobinsky, Greg Dore at Leadership School.
4. Bill Stretton at ME Medical and has had surgery. Should be out 5 weeks or so.
5. Bob Stevens went over Maine Local Roads report. Flagging workshops being done by Pete Coughlin. Gravel Roads classes underway, Lines Levels class scheduled for Portland. Frames for supervisory school certificates being provided by MLRC. Greg showed sample of certificate. Cal will take photos of class.
6. Craig Worth had 4 submittals for Institute for Municipal Engineering Excellence Awards. 2 in small and 2 in medium category. They have been judged 1<sup>st</sup> and 2<sup>nd</sup> in each category.
7. Steve Johnson went over Highway Congress. Currently we are looking at 80 vendors attending the HC. Database is up and running. Lions Club made presentation. Looking at same prices at last year, \$6.25 per plate. There will be a canoe raffle and Lions Club will sell soda, (Pepsi product) Lions Club will be doing breakfast, has not been a money maker, buffet type, price not known, start at 7am, probably 5-6 \$ range. Doughnuts and coffee in their building and halfway up the midway. Still going to use the box lunch system. 45 minutes to serve using boxes. Time for lunch not determined. They will open as soon as food is ready. May 27 is last registration date, Lions Club needs 10 days notice to order chicken. Should have registrations two weeks ahead for chicken ordering. Lions Club will double check with suppliers. Workzone Memorial to be set up with pipe and drape. Set up needs to be done Tuesday. Steve will check with Greg on site security and sandbags for securing base. Erik went over assembly issues and protection from dust. Suggestion to get runner from tent supplier. New safety vendors will attend for the first time. Life Saver does rail crossings. Greg Dore will get with Walter on Work Projects and Erik noted one catch basin wet well may be needed. Discussed signs for new registration areas and changes to HC layout and traffic flow. Wes Thames will do parking coordination. Erik went over other changes in locations, discussed issues of rain problems and change in parking location. Need several large laminated maps. Bob Stevens would like pdf file. Mike Claus to send out pdf file of final map. Old signs need to be modified by removing the 13<sup>th</sup> from last year, go with Annual Highway Congress on Future signs. Steve Johnson will give list of signs to Mike Bobinsky. Steve Johnson said tents will be set up on Tuesday. Craig to get Brunswick PA system and Erik will find out about Rodeo PA system. Paul Beaudreau said that we are getting 5000 bags for the 3000 price. 5 vendors have still not paid for bag sponsorship. Cumberland will have fuel truck on site. Gerry went over shirt and hat order.

- All apparel printed except for Roadeo, those should be done soon. Cumberland will provide golf carts. Steve Johnson will check with Greg Dore on publicity for WZM with local papers. Wednesday night dinner all set at Kens, start at 5:30 and dinner at 6 pm. David Cole will be there for show. Bob Stevens will send out another round of invitees for HC.
8. Mike Bobinsky made Delegates report, will go to Quebec for meeting, he will discuss annual report, HC and supervisor training, new logo, website and future events. Looking at insurance issues, election of Region 1 officers. Region 1&2 House of Delegates meeting.
  9. Erik reminded all to submit information for web site updates to JAF.
  10. Steve Bradstreet discussed hole sponsorships for golf tournaments. Invitation has gone out to 150 vendors. Cost is \$300 per hole. Donation is made to scholarship. 2 registrations free with sponsorship. Profit goes to scholarship fund as excess donation.

Next meeting August in Presque Isle 9 am day after MBTA meeting. Meeting adjourned at 10:30

Respectfully Submitted, Mike Claus