



MEETING MINUTES

November 3, 2005

Steve Johnson called meeting to order at 9:05 am – MMA office - Augusta

Present: Shawn Bennett, Jerry Douglass, Erik Street, Dennis Cox, Mike Bobinsky, Peter Owen, Stewart Sevey, Gerry James, Jerry Douglass, Bob Burns, Mary Ann Conroy, Craig Worth, Tom Martin, Adam Ogden, Mike Claus, Wes Thames

1. Motion made and seconded to approve October Meeting Minutes. Board voted unanimous approval of October meeting minutes as submitted.
2. Steve Johnson made Treasurer's report. \$3000 payment made to support APWA 2010 Boston National Conference. Payment to Maine Fire Chiefs refund made because MMA sent us their checks by accident. Moved and seconded to accept the Treasurer's report. Approved unanimously.
3. Mike Bobinsky made Delegates Report. Mike Bobinsky said he attended Indianapolis APWA Delegates meeting National APWA looking at Volunteers Committee is an important organizational committee. National APWA Convention relocating from New Orleans in 2006 to Kansas City, with 2008 National APWA Convention going to New Orleans. Mike was in several roundtable discussions, including leadership roles roundtable. Discussed new student membership for APWA as a means to expand visibility of Public Works positions for younger people in the field.
4. Jerry Douglass discussed MLR. Jerry gave out Management Academy training done by State of Vermont. Ongoing Training Programs include snow and ice control and electrical safety.
5. Craig Worth reported on IME Excellence awards. Craig is looking for more applications. Please refer projects to Craig. Discussed having an award for Excellence as a Public Works Director and using that process as a springboard for National Level submission for APWA Top Ten Public Works Director. Stewart Sevey noted New Hampshire APWA does this at their Highway Congress. Steve Johnson discussed IME activities. Wes Thames said it was very good for PWD when Topsham won an Excellence Award.
6. 50th anniversary celebration discussed by Erik Street. Erik is planning an event including an overnight stay with activities. Steve Johnson said subcommittee is looking at several sites and he has personally looked at several sites. Tom Martin said Greg Dore was looking at scheduling a 50th anniversary celebration subcommittee meeting.
7. Steve Johnson went over travel policy. Steve passed out final draft with comments from past meetings. Jerry James made a motion to accept travel policy, Mike Bobinsky second. Mike Bobinsky asked if special events are included. General agreement that policy is flexible to take into account special events. Motion Approved unanimously.
8. Discussed agenda for the Spring Meeting. Treasurer is in charge of planning for the Spring Meeting. Dennis Cox suggested a safety program with the Maritime Railroad Safety Training group. Their Presentation can be up to 1.5 hours in length. Dennis will supply contact information. Mary Ann Conroy said she has draft safety manual and would like to see information on preparation of Safety Manuals. Craig Worth and Mike Bobinsky went to Maine Bureau of Labor meeting and discussed the issues that went on there. Wes Thames

- discussed the checklist for Public Works Departments that is on the MBL website. Consensus was that Safety issues are a priority. Craig Worth went over safety documentation needed by BLS. Craig thought we should look to focus on one area at the Spring Meeting. Mike Bobinsky suggested emergency response planning. Mike discussed mutual aid agreement for NH PWD's for Keene, NH flooding event this fall. George Ham suggested as speaker. Not repeat comedian. \$1200 charge for comedian. Suggestion made for Norm Bosio type speaker, but not repeat of previous speakers. Steve Johnson will talk to Ellen Grant. Consensus of Board is that Waterville Elks is a good location.
9. Erik Street discussed chapter video. Need more video. Have many still pictures. Cal is still willing to help. Need digital media. DVD quality is what we are looking for. Mary Ann Conroy suggested videoing Excellence Award reviews. Cal has been at last several meeting making video. Erik and Steve Johnson to discuss options to move forward. Stewart Sevey has 1937 footage of snowplowing at Tug Hill, NY on Lake Ontario with Frink equipment.
 10. Erik Street discussed supervisory training. Greg Dore and Pete Coughlin working on this. Pete Coughlin willing to facilitate developing program. Pete has planning pieces in place. Mike Bobinski noted Chapter should be intimately involved in this. Mike said he was impressed with Vermont Program. Jerry Douglass would like a meeting to discuss direction. Mary Ann Conroy would like to work with organizing this. Mary Ann said she has teaching background at College level. Erik will send out a email to see who would like to participate in planning meeting. Erik went over MMTA Air Brakes / Electrical program. Discussed committee assignments. President will look to make new sub-committee appointments in January. DOT / ASCE meeting December 1st at Maine Transportation Conference. Need to man booth. MWC to send e-mail out w/ current committee assignments.
 11. Erik Street discussed web page updates. Send info to John Foster. Mary Ann suggested paying someone to keep website up to date. Willing to work on this.
 12. Gerry James said CC scholarship goes to Eastern Maine CC is this year. Steve Johnson moved to provide additional \$129.40 funding for this year for to avoid taking off principal of \$500 annual scholarship. Earnings growth for scholarship has been adjusted to 3% from 5%. Mike Bobinsky Seconded motion, approved unanimously. Gerry James will e-mail Steve Johnson contact info. Gerry went over scholarship information done by MCAPWA.

Next meeting 12/1/05 – 55th Transportation Conference, Civic Center, after lunch.
Meeting adjourned at 11:00

Respectfully Submitted, Mike Claus