



# MEETING MINUTES

December 4, 2008

Steve Bradstreet called meeting to order at 9:05AM – MMA, Augusta

Present: Steve Bradstreet, Bob Burns, David Cote, Steve Johnson, Mary Ann Conroy, Peter Owen, Dennis Cox, Adam Ogden, Eric Labelle and Shawn Bennett; Peter Coughlan (Maine Local Roads Center); and Jeri Holt (MMA).

Absent: Mike Claus, Mike Bobinsky, Andy Russell, Gerry James, Steve Walker, Stewart Sevey and IME Craig Worth.

1. Minutes: Steve Johnson made a motion to accept the minutes from the November 6, 2008 meeting as written, second by Dennis Cox, minutes accepted by unanimous vote.
2. Website (taken out of order): Jeri Holt (MMA); on the three list server, the first is for the MCAPWA Board, the second is for MCAPWA members, and the third would be for those signed up thru Maine Local Road list server, inquiries from the 3<sup>rd</sup> list server could be responded to as they come in, or review at the end of each day, a direct link could be set up between Maine Local Road's server and MCAPWA's and Bob or Nancy could filter the request. The question was asked if we would be willing to give out our member's information from our server to other organizations, no Board members could ever remember that being allowed. The question was asked if we should offer to sell space on our website, Steve Johnson answered that it would be an issue given our non-profit status and APWA National would most likely object also but Steve will look into it more. The question was asked if we want to link our site to other municipal organizations, Steve Johnson offer to look into the rules pertaining to that also.
3. Treasurer's Report: Bob Burns, checking balance \$7,069.99 and savings balance is at \$22,101.88 these numbers will change as Bob plans to transfer \$7,000.00 to the checking from the savings account to cover payments due
4. Annual Budget (taken out of order): Steve Bradstreet presented the Chapter's annual budget for 2009 to the Board for review. Questioned if we might expect a lose in vendors at the Highway Congress given the current state of the economy, Steve Bradstreet didn't expect any drop where the cost to the vendors is much lower than other trade shows they would typically attend. Dennis Cox motioned to accept the proposed 2009 budget with suggested changes, 2<sup>nd</sup> by Mary Ann Conroy, proposed 2009 budget with suggested changes to lines #725 and #670 passed unanimously.
5. Delegate Report: Steve Bradstreet, Mike Bobinsky has reserved rooms at the Portland Regency for the annual Delegate's meeting scheduled for this coming spring, they are requesting a \$1,000 deposit for the 30-35 rooms, MCAPWA has pledged \$1,500 to cover the cost of one of the dinners.
6. Membership Report: Steve Johnson, we have 4 new members which Steve has already sent welcome emails to, just a couple delinquent members whom Steve will contact, and it appears we may have 3 members coming back who had dropped, overall membership is slightly up.

7. Maine Local Roads Report: Pete Coughlan, the “Snow and Ice Control” workshops were very well attended at most all the locations, special thank to Phil Curtis for his help; upcoming workshops scheduled for this spring includes “Roadway Fundamentals”, “Bridge Maintenance”, and the Supervisory training classes.
8. IME Report: No report
9. USM Construction Management Program: Steve Bradstreet would like to invite Dave Early from the University of Southern Maine to speak on their new Construction Program.
10. Chapter Leader’s Training: Steve Bradstreet, APWA National is hosting training for Chapter Leaders and typically provides a stipend to cover some of the cost, we’ll get more information from Mike Bobinsky, Steve Bradstreet recommended Mike Claus attend.
11. National Congress 2010: No report
12. Other Business: Steve Bradstreet, the 2009 meeting schedule has been given to MMA for room scheduling and emailed to Board members.  
The Public Works Leader of the Year information was sent out in November and will be sent out again in December.

Pete Coughlan, the University of Maine will be sending out letters to the members of the Board who have volunteered to participate in the discussions on alternatives to salt use on roads in Maine.

Next meeting is scheduled for January 8, 2009 at MMA in Augusta.

Meeting adjourned at 10:40 AM

Respectfully Submitted, David Cote

