



# MEETING MINUTES

December 2, 2010

**Present:** Mike Claus, Bob Burns, Dave Cote, Rob Pontau, Steve Bradstreet, Chip Swan, Craig Worth, Megan Bates, Peter Owen, Gerry James,  
**Directors absent:** Dennis Cox, Robert Seelye, Mike Bobinsky, Steve Walker, Stewart Sevey, Eric Labelle, Shawn Bennett.

1. **Call to Order:** Mike Claus called meeting to order at 9:04 A.M. at the MMA offices in Augusta.
2. **Approval of November 4, 2010 Meeting Minutes:** Rob Pontau made a motion to approve the minutes. Bob Burns seconded the motion. **Motion passed unanimously.**

The Group was joined by Eric Conrad and Joan Kiszely of MMA to discuss the 2011 administrative services agreement. The increase for 2011 is 1.5%. The group believed the increase is reasonable. Mike Claus will authorize the agreement.

3. **Reports:**
  - a. **Treasurer's Report:** Dave Cote stated the current checking balance is \$1,331.46 and the Savings is \$9,132.62. David noted there are four checks to deposit totaling \$1,520.00. The highway congress made \$11,288.00 and the golf tournament made \$304.00. Actual expenses for 2010 are approximately \$10,000 over budget. Extra expenses are due to increases in MMA contract (2010), facilities, misc. expenses and sub-contractors. Chapter dinner cost was \$1,318.37. All bookkeeping has been transferred to Quickbooks. The audit will take place in February. Audit Committee is Peter Owen, Craig Worth and Megan Bates. Steve Bradstreet made a motion to accept the report, seconded by Gerry James. **Motion Passed Unanimously.**
  - b. **Delegate Report:** None
  - c. **Membership Report:** Membership increased from 192 to 195. The increase is mostly from re-instated H.P. Fairfield Employees.
  - d. **Maine Local Roads:** Pete Coughlan joined the group from 9:30 to 10:00. See his report after item #8.
4. **Simplification Study:** Gerry James noted that municipalities want the fix and swap as proposed, but also want the state to maintain responsibility for capital improvements. There are also problems with some of the small communities not wanting to become compacts. Burns noted that un-built arterials within the compact zone are 100% Local. See report from Pete Coughlan after Item 8.
5. **Culvert Law Update:** The advocates of the law are backing down on some of their requests. DEP did a straw poll at the last stake holders meeting and the

## *Executive Committee*

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Public Works Director  
Kennebunk, ME  
207-468-3020

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Rob Pontau  
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### Delegate

Mike Bobinsky  
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Galen "Chip" Swan  
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Eric Labelle  
Operations Manager  
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Megan Bates  
Deputy Public Works Director  
Lewiston, ME

Shawn Bennett  
Road Commissioner  
Pownal, ME

Craig Worth

*Honorary Director*  
Guy W. Melcher, Jr.

### Other Associations

Maine Local Roads Center  
Peter M. Coughlan

majority said they “can live with it (proposed rules). Plastic pipe will be allowed, with a 25% embedment. 1.2x bankful width for sizing is out and will be replaced with a DOT sizing guide. There will be notification procedures set in place for all culvert replacements. MDOT is ready with a bill to repeal the law if advocates push the issue. MCAPWA is not taking a formal stand on the law as it exists today. Individuals are encouraged to testify in front of the legislature on behalf of their individual communities. A new website with related documents will be up soon. Mike Mullen at MDEP will send out the link. The next stakeholders meeting is scheduled for December 17, 2010, 9-noon, at DMR in Hallowell.

6. **Supervisory Training:** Steve Bradstreet noted he has not begun planning for the event. After a discussion about the decline in attendance and the negative cost to the chapter, it was decided that supervisory training will be postponed for a year.
7. **APWA International Committee:** Mike Claus noted that the APWA National leader of the International Committee is from the New England Chapter. Peter Owen (chair) and Eric Labelle make up the Maine Chapter representatives of the committee. They will meet with the New England Chapter and invite representatives from N.E. Chapter to the Maine Chapter spring Meeting. APWA National is looking for good publicity. Water quality is the theme for the international committee.
8. **2011 Budget:** Mike Clause put together a draft budget. The group discussed revenues and expenses. Mike will make the changes and do some more tweaking. He will bring the final budget to the January meeting.

**Pete Coughlan:** Pete joined the group at 10:30, during his break from the transportation conference. Pete noted that the tree workshops went well. There are 5 Snow and Ice Control Workshops coming up. Pete noted that the American Road & Transportation Builders Association (ARTBA.org) is offering a free 10 hour OSHA construction training. The group noted there was a lot of interest in the free workshop. Pete will throw our name in for the free training.

Highway Simplification Study: Bruce Van Note is writing his report, which is due on January 15, 2011. Policy Working Group minutes will be up soon. There are still some disagreements, such as the Fix & Swap proposal vs. a Fix & Swap and Share proposal. Bruce questions that if the money comes for the fix and swap proposal, can the money keep coming for future sharing of capital reconstruction costs?

Currently Maine has 43 Compact towns and 12 “winter” compacts. Under the new proposal, there would be 75 compacts state wide. The LPC wants to add a population requirement back into the compact requirements. Towns with a population greater than 4000 would be considered a sub-compact. Sub-compact towns would not be required to perform striping, cross culvert replacement or retaining wall construction. Towns with a population less than 4000 would not be required to be a compact at all. Any community that wants to “opt-in” to the compact system can at any time. The LPC wants the entire compact system to be voluntary.

9. **Spring Meeting Update:** No planning has taken place at the point. The group discussed the possibility of reducing costs by eliminating the comedian or motivational speaker. It was decided to keep the speaker/comedian in place, because it is what draws an audience.
10. **Roadeo Committee Update:** Steve Walker was not present. No update.

**11. Other Business:** Gerry James noted this is his last meeting. Bob Burns will take over ordering shirts for the Highway Congress. Mike Claus made a motion that Dennis Cox chair the Scholarship Committee. Seconded by Dave Cote. **Motion Passed Unanimously.** The group thanked Gerry for his service and dedication. He will be missed. Rob Pontau presented Mike Claus with a certificate of appreciation from APWA National President George Crombie. Mike's dedication and time put into running the Maine Chapter is surely appreciated.

**Motion to Adjourn by Mike Claus, seconded by Peter Owen. Meeting adjourned 11:35 AM.**