



MEETING MINUTES

May 6, 2010

Present: Bob Burns, Dave Cote, Rob Pontau, Mike Bobinsky, Chip Swan, Peter Owen, Dennis Cox, Robert Seelye, Steve Walker, John Giroux, Megan Bates, Shawn Bennett, Eric Labelle, Mike Claus, Craig Worth; Bob Stevens (Maine Local Roads Center).

Directors absent: Steve Bradstreet, Gerry James, Stewart Sevey

Others Present: Kevin Noyes, Roger Rocque, Ed and Steve from the Lions Club

Numbering Corresponds to Agenda Items. If agenda items are taken out of order, the numbering in the meeting minutes will be reflective of that.

1. **Call to Order:** Mike Claus called meeting to order at 9:03 A.M., at the Skowhegan Fairgrounds

Item 9 was taken first on the agenda for our guests from the Lions Club.

9. **H.W. Congress:** A discussion with Ed and Steve from the lions club took place. No price changes for this year, but a small increase should be expected for next year. Soda sales will be determined by weather forecasts. Breakfast will be served for \$6, MCAPWA will provide half off coupons for vendors. 1200 Chicken Dinners are planned. This will be confirmed 2 weeks prior to the show.

Congress Committees/Assignments:

Search Committee: Eric, Peter and Roger (Stewart). Vendor count is low, but that is not uncommon. 60 are booked, need 40 more.

Staking Vendors: Eric Street and Mike Clause. This will be completed Tuesday June 1, 2010.

Registration: Dave and Pete.

Luncheon Committee: Everyone

Time Out for Training: Pete will send out the standard signup sheet.

Town Pride: Rob Pontau and Dave Cote. Lewiston will be bringing their rapid response trailer (and a truck, chipper and mobile repair vehicle). MDOT will bring a couple trucks with high tech control systems.

Prizes and Trophies: Gerry James, Steve Walker, Mike Claus and Bob Burns. Burns will have \$300 cash in hand the day of the event.

Tent Rental: Burns

Executive Committee

Officers:

President

Mike Claus
Public Works Director
Kennebunk, ME
207-468-3020

Vice-President

Bob Burns
Public Works Director
Gorham, ME

Treasurer

David Cote
Public Works Director
Brewer, ME

Secretary

Rob Pontau
Public Works Director
Topsham, ME

Past-President

Stephen J. Bradstreet
Oak Engineers
Portland, ME

Delegate

Mike Bobinsky
Public Works Director
Portland, ME

Directors:

Galen "Chip" Swan
Public Works Director
Hampden, ME

Peter Owen
Public Works Director
Bath, ME

Dennis Cox
Public Works Director
Millinocket, ME

Robert Seelye
Public Works Director
Calais, ME

Gerry James
Public Works Director
Presque Isle, ME

Steve Walker
Pinkham & Greer
Falmouth, ME

John Giroux
Public Works Director
Winslow, ME

Stewart Sevey
H.P. Fairfield, Inc.
Skowhegan, ME

Eric Labelle
Community Services Director
Auburn, ME

Megan Bates
Deputy Public Works Director
Lewiston, ME

Shawn Bennett
Road Commissioner
Pownal, ME

Honorary Director
Guy W. Melcher, Jr.

Other Associations

Maine Local Roads Center
Peter M. Coughlan

Excellence Awards

Chairperson

Contact – Craig Worth
Deputy Public Works Director
Brunswick, ME

Golf Carts: Rob Pontau will bring one. Portland will bring 2. Rob will check with Cumberland. (confirmed 4 carts May 13, 2010).

Gravel and Paving: Same donation as last year. Pike did donate paving last year. The board will lean on Pike for a donation this year, but will not sign a contract with the fair that includes mandatory paving. The fair wants about \$2,100 in paving donations this year. That should be doable. Catch Basin cleaning was discussed as a possible donation.

Fair Contract: \$2000.00 Cash, \$1500.00 in Gravel and \$2100 in Paving (by Pike Industries, not included in MCAPWA contract).

Infield Mowing: Roger Rocque.

Communications Equipment: Burns.

Work Day Coordinator: Eric Labelle.

Vac Truck Demo: Roger (same day as show?)

Work Day Lunch: Rob and Megan.

Wednesday Dinner: Elks Club, 6 PM. Eric Labelle and will coordinate with Mike Bobinsky to get some national reps to attend.

Demonstration Coordinators: Burns, Claus, Johnson and Bradstreet.

Safety Coordinators: Everyone!

Signage: Kevin Noyes – Roadeo, Directional – Greg Dore, Grade Stakes – Eric Street and Mike Claus.

Take Down: Everyone!

Roadeo: No changes from previous years.

Parking Area: Bob Seelye

Vendor Greeting: Megan Bates and Eric Labelle.

Speakers: Mike Claus and Bob Burns will do “Welcome and Thank You.” Clause will request David Cole, Senators Snowe and Collins and the Skowhegan state reps.

Roadeo Fiscal Report: Burns. \$7,664.00 Deposited to date. \$9,386 ready to deposit and \$5,600.00 more expected from 18 registrants who have not paid yet.

New Ideas: The board will entertain any new ideas that will breathe life into the show. Rob will look into organizing a Sidewalk Plow competition. This will be discussed at our next regularly scheduled meeting for the 2011 Congress.

3. Reports:

- a. **Treasurer’s Report:** Dave Cote stated the current checking balance is around

\$3000.00 and the Savings is around \$15,000.00. Although the spring meeting went well, we need to have 230 attendees just to cover costs. The chapter also loses about \$4000 each year on supervisory training. We need 90 or more vendors to stay out of the red with the Highway Congress. Dave will be transferring money from the savings account to checking in order to cover the bills. Burns stated this in common around the time of the Highway Congress. The New Jersey chapter has paid the \$1600.00 owed to us.

- b. **Delegate Report:** See Item #7, 2010 National Congress
- c. **Membership Report:** The chapter has 203 members, up 5 from last month.
- d. **Maine Local Roads Report:** Bob Stevens
 - i. Trees, Weeds and Roads training went well. Another training will be planned for this fall.
 - ii. There is 1 Road Scholar to present at the Congress.
 - iii. A new Grader training is being planned.
 - iv. A Brake Seminar is coming up, in conjunction with MMTA, Maine Local Roads will pay \$135 toward costs for attendees.

- 2. **Motion to Approve Minutes from April 1, 2010:** Burns realized that we had skipped this agenda item and made a motion to accept the meeting minutes from April 1, 2010. David Cote seconded. **Motion passed unanimously.**
- 4. **John Giroux Replacement:** John has left the board for family reasons. Craig Worth has put a lot of work in with excellence awards. IME is no longer. It makes sense to make Craig a member. **Bob Burns made a motion to have Craig Worth fill vacated position which expires on January 1, 2012.** Seconded by Dave Cote. **Motion passed unanimously.**
- 5. **Excellence Awards:** Category C winner: Monmouth. Category B: No submissions. Category A: Portland 1st (park), Auburn Second and Westbrook third
- 6. **Supervisory Training 2010:** Steve Bradstreet: We are good to go. We will need volunteers for the training in May. Bradstreet or Claus will travel to Bangor to introduce the speakers. Dave Cote will be contacting local media sources next week.
- 8. **LD 1725-Culvert Law:** There is a stakeholders meeting on Wednesday May 11, 9:30 A.M. at the Topsham Town Hall. More info for the next meeting.
- 7. **2010 National Congress (Mike Bobinsky and Eric Labelle, also Delegates Report):**
 - a. Regions 1 and 2 had a joint meeting in Plymouth Mass. The Maine Chapter was praised for being a good model to organize volunteer efforts.
 - b. Friday Night Dinner (in August, before Congress) will be joint regions 1 and 2. Cost is \$75/head.
 - c. There will be a reception Sunday night before the National Congress. Mike Claus and Mike Bobinsky will be attending.
 - d. Hotels are still available.
 - e. Signups for the congress are light, but should pick up soon.
 - f. The Congress is being combined with S.W.A.N.A.'S big show for the first time ever, making this the largest APWA show.

- g. Volunteer Day (Tuesday) is all set, times still need to be tweaked.
- h. Mike Bobinsky sent his SEMI-Annual report to national and it is up on the website.
- i. Tom DeMaio, Carl Quiriam and Rick Stenson have been invited to the Maine Highway Congress.
- j. Brian Van Norman- APWA Chapter Relations, will be attending the Maine Highway Congress.

10. Other Business

- a. Megan Bates shared about how Lewiston received \$13,100.00 in federal grants and used the money to build a custom “Rapid Response Trailer.” The trailer has cones, barricades and signs so that it can be quickly mobilized to emergency situations throughout the region. The trailer will be available for loans to other communities. The trailer will be displayed in the town pride area at the Highway Congress.
- b. Megan also shared that the City of Lewiston will be holding a Garage Sale on June 12 at the Lewiston Armory and the Operations Center. Items for sale will be posted on the city website soon.

Meeting Adjourned 11:31