



MEETING MINUTES

January 6, 2011

Present: Mike Claus, Bob Burns, David Cote, Mike Bobinsky, Chip Swan, Peter Owen, Dennis Cox, Robert Seelye, Steve Walker, Eric Labelle, Shawn Bennett, Pete Coughlan (Maine Local Roads Center), and Past Presidents Stephen Bradstreet and Steve Johnson.

Directors Absent: Rob Pontau, Megan Bates, Craig Worth and Stewart Sevey.

Others Present: Kevin Noyes (Portland Public Works).

1. **Call to Order:** Mike Claus called the meeting to order at 9:02 A.M.
2. **Approval of the December 2, 2010 Meeting Minutes:** Bob Burns made a motion to accept the December meeting minutes, Steve Bradstreet seconded the motion, the minutes were accepted by unanimous vote.
3. **Reports:**
 - a. **Treasurer's Report:** David Cote reported that the balance of the checking account is \$2,707.51 and that the balance of the savings account is \$9,132.62. There is an outstanding bill to MMA which is expected to be paid today.

David discussed the concept of a permanent treasurer verses the current pattern of having a new Treasurer every two years. He explained the advantages of having a Treasurer who was familiar with the process and the avoidance of having a new person every two years who must learn the process cold. Mike Claus offered that there is nothing in the by-laws that prevents this option. Mike will forward this concept to the nomination committee.

- b. **Delegate Report:** Eric Labelle is still transitioning into the delegate position. Mike Bobinsky reported that Regions 1 & 2 are planning to have their Spring meeting in Canada. The National House of Delegates is reviewing the current by-laws and the APWA National Snow Conference is to be combined with the Pacific Northwest Snow Fighters Association in April. The National Congress is to be held in Denver.
- c. **Membership Report:** Stephen Bradstreet reported that as of November 30, 2010 there were 197 members. Two members were

Executive Committee

Officers:

President

Mike Claus
Public Works Director
Kennebunk, ME
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

Eric Labelle
Operations Manager
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

Steve Johnson
Oak Engineers
Portland, ME

Steve Walker
Greenman-Pedersen

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

Mike Bobinsky
Public Works Director
Portland, ME

Megan Bates
Deputy Public Works
Director
Lewiston, ME

Shawn Bennett
Road Commissioner
Pownal, ME

Excellence Awards Chairperson

Craig Worth
Transportation Director
Brunswick Schools

Honorary Director
Guy W. Melcher, Jr

Other Associations

Maine Local Roads Center
Peter M. Coughlan

added recently. There were: Amy Oliver of Saco and Cecil Work of Union. There are four outstanding delinquent accounts.

- d. Maine Local Roads:** Pete Coughlin reported that the Simplification Study is due to the legislature on January 15th. MDOT will prepare a report of the findings from the sounding board meetings.

Pete provided the following information:

- Traffic Signal Training with Keith Morgan will be coming forward,
 - there will be three more Trees and Roads workshops,
 - there will be a breakfast session on Pavement Striping,
 - Ben Foster will be conducting Bridge Maintenance Sessions for the purpose of doing bridge inspections,
 - There is a new RSMS program coming out to be released in March or April,
 - There are two speed trailers that will be offered to municipalities for two week periods. Selection of locations will be based on a lottery of applicants,
 - Chain saw training is available but not advertised. MLR will provide a trainer on request for a class of 12 to 15,
 - Pete is looking for a grader operator trainer to conduct grader training. Someone preferably good with people. Contact Pete if you have a suggested trainer.
4. **Rodeo Committee Update:** Kevin Noyes reported that the rodeo committee is proposing to have the rodeo on May 26th at the MDOT facility in Fairfield. Plaques would be provided to the winners at the Skowhegan Highway Congress. Following much discussion Steve Walker made a motion to hold the annual snow plow rodeo on May 26th in Fairfield. The announcement of the winners would be made at the Skowhegan Highway Congress. The motion included lunch expenses for the rodeo participants to be covered by the MCAPWA. The motion was seconded by Steve Johnson and approved by the board by unanimous vote.
5. **Highway Congress:** Bob Burns recommended that the registration fee for the Highway Congress be raised to \$400 due to the fact that it has been \$350 for quite some time. Following discussion Bob made a motion to raise the fee to \$400. The motion was seconded by Dennis Cox and approved by the board by unanimous vote. Eric Labelle suggested during the motion discussion that a notice be sent to venders to notify them of the change in fee.

Dave Cote brought up the topic of venders requesting better interface with the decision makers from cities and towns. Eric suggested a breakfast for

- directors and venders. Mike Claus appointed Eric Labelle, Bob Burns, and Dave Cote to a committee to look into this item.
6. **2011 Budget:** Mike Claus presented the 2011 budget. Pete Coughlan proposed adding an amount to the budget to enable Supervisory training, which had not included. Mike Bobinsky made a motion to accept an amended budget to include \$8,000 for the purpose of Supervisory training. Dave Cote seconded the motion and the board approved the motion by unanimous vote.
 7. **Culvert Law Update:** Mike Claus reported on the last work group meeting with DEP regarding culvert rule changes. In general the original rule has been watered down due to the cost implications to municipalities. Mike indicated that in the end APWA did not have a position on the on the rule changes, MMA came out against the rule, MDOT was in agreement with rule changes. DEP will be coming out with a report that will be forwarded to the legislature.
 8. **APWA International Committee:** Mike Claus reported on a conference call with national that included Eric Labelle regarding the International Committee initiative. Eric discussed how the conversation was a starting place for this initiative. Mike intends to make some contacts with the New England Chapter and make sure that MCAPWA is keyed into this initiative.
 9. **Spring Meeting Update:** Dave Cote opened with suggestions for a motivational speaker. There was various discussion regarding motivational speaker verses a comedian. This ended with a motion by Mike Bobinsky to add \$1500 to the budget to pay for a speaker. The expense would be offset by an increase in the registration fee. The motion was seconded by Bob Burns and the board approved the motion by unanimous vote.
 10. **Other Business:**
 - a. A question was raised about who was going to handle the scholarships that were previously handled by Gerry James. This item will be added to next months' agenda.
 - b. Mike Claus appointed Stephen Bradstreet, Steve Johnson, Mike Bobinsky and Mike Claus to a committee to review the 2011 Public Works Leader of the year award.

Meeting adjourned: at 11:17 A.M.

Respectfully Submitted by: Peter Owen