



Directors Present: Bob Burns, Rob Pontau, David Cote, Dennis Cox, Mike Claus, Eric Labelle, Chip Swan, Peter Owen, Bob Seelye, Steve Johnson, Mike Bobinsky, Stewart Sevey, Shawn Bennett, Craig Worth, Chris Bolduc
Others Present: Peter Coughlan, Bob Stevens

1. **Meeting called to order:** Bob Burns 9:10 AM at MMA, Augusta

2. **Approval of Dec. 1, 2011 minutes;** motion to accept made by Shawn Bennett and second by Eric Labelle. ***Motion passed Unanimously***
Several Board Members complimented Rob on his outstanding job doing the minutes while secretary.

3. **Reports:**

Delegates Report: Eric Labelle submitted a report and also informed the Board that Joe Superneau, Executive Director of Springfield Mass. Water & Sewer Commission has passed away January 3, 2012.

Treasurer's Report: David Cote reported approximately \$8,400 in the checking account and approximately \$10,000 in the savings account. He also reported that he is working on the budget report for National.

Membership Report: Mike Claus report that membership has stayed about even. Bob Stevens has sent him a list of names and addresses for potential members through Maine Local Roads mailing list. Dave Cote volunteered to help Mike recruit new members.

Maine Local Roads: Bob Stevens reported 163 folks attended the recent workshop on alternative paving maintenance. There are no new workshops planned at this time. Maine Local Roads is working on a schedule for the speed trailer this summer.

4. **Highway Congress Update:** Rob Pontau reported on the sub-committee meeting in Scarborough in December and thanked those that attended, including H.P. Fairfield for hosting. During the meeting there was discussion on location, costs, amount of work, vendor participation and ways to increase attendance. The sub-committee wanted to recognize Bob Burns' "hard work"

Executive Committee

Officers:

President

Bob Burns
Public Services Director
Gorham, ME
892-9062

Vice-President

Rob Pontau
Assistant General Manager
Brunswick Sewer District

Treasurer

David Cote
Public Works Director
Brewer, ME

Secretary

Dennis Cox
Public Works Director
Topsham, ME

Past-President

Mike Claus
Public Services Director
Kennebunk, ME

Delegate

Eric Labelle
Operations Manager
Portland Public Services

Directors:

Galen "Chip" Swan
Public Works Director
Hampden, ME

Peter Owen
Public Works Director
Bath, ME

Robert Seelye
Public Works Director
Calais, ME

Steve Johnson
Oak Engineers
Portland, ME

Mike Bobinsky
Public Services Director
Portland, ME

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

Megan Bates
Deputy Public Works
Director
Lewiston, ME

Shawn Bennett
Road Commissioner
Pownal, ME

Craig Worth
Transportation Director
Brunswick Schools

Christopher Bolduc
Director of Operations /
Public Services
Cumberland, ME

Honorary Director
Guy W. Melcher, Jr

Other Associations

Maine Local Roads Center
Peter M. Coughlan

with last year's Congress. Mike Claus made note that the Board needed to "square up" with the Fair Grounds on payment for the dollar value for the pavement work that was not completed. Rob Pontau and Bob Burns would follow this through when they meet with the Fair Grounds Committee later Thursday. Peter Owen reflected on the sub-committee's discussion about moving the Highway Congress and the cost and potential inconvenience to others with this change. Rob noted Peter's comment and acknowledged this concern. Steve Johnson recommended that we look into alternative suppliers for the tables, tents and chairs.

There was a brief discussion about the insurance for this event. David Cote reported that MCAPWA covers the event and the vendors cover their own demonstrations. If the "Rodeo" is part of the day's functions then event insurance is required and extra.

Stewart Sevey, as a member of the Maine Managers Association volunteered to communicate at the next meeting, our Highway Congress Event and ask for their support.

President Burns called for a motion: to spend \$3,500 as a goal and not to exceed \$4,000 for the use of the Skowhegan Fair Grounds for the 2012 Highway Congress. Motion made Peter Owen, seconded David Cote; Passed Unanimously

5. Maine Joint Environmental Training Coordinating Committee

(JETCC) Presentation: Leeann Hanson, JETCC Coordinator and Leonard Blanchette, General Manager of Brunswick Sewer District spoke on the purpose behind the organization and their interest in expanding their membership. The organization developed as training needs became apparent through DEP Rules and such. Rob Pontau asked about sharing their vendor lists with MCAPWA and they were in favor of sharing this information with MCAPWA. Steve Johnson suggested that JETCC training at the Highway Congress would help bring new interest and potentially increase attendance. Peter Owen asked if JETCC was established for their members to just gain mandatory credit hours or furthering the educations of their members and Leeann answered "both". The Board thanked JETCC and looked forward to a working relationship in the future.

6. 2012 Budget Bob Burns asked David Cote about creating the budget on soft ware that would be compatible with National. David stated he is working on it. Mike Claus, Past President; had several suggestions to his proposed Chapter Budget that would help reflect actual costs and revenues to several of the chapter's functions. ***Motion made by Mike Bobinsky, seconded by Steve Johnson for the Treasurer to make these changes to the Budget Proposal and bring it forward in February. Unanimously Passed.***

Other Business:

7. Culvert Law Updated: also known as The Aquatic Resource Management Strategy (ARMS) Shawn Bennett reported he was unable to attend the last

meeting. Bob Burns will check with Eric Street on the status of the last meeting and report back to the Board.

8. Spring Meeting: David Cote is working on this, and will report back in February with an agenda. Stewart Sevey wanted the Board to know that H.P. Fairfield would be willing to sponsor a gun raffle at the Spring Meeting to help raise money for the Chapter. The Board thanked Stewart and appreciated his offer. David Cote is going to verify with National on the selling of raffle tickets for a fund raiser.

***Motion made by Mike Claus and seconded by David Cote to proceed with a gun raffle at the Spring Meeting if "raffles" are an acceptable practice to raise money with National.
Passed Unanimously***

Other Business:

Eric Labelle suggested moving the monthly MCAPWA Meetings around the region to possibly help increase participation and membership. Steve Johnson acknowledged Eric's intent, and also wanted other Directors on the Board to recognize the travel and time commitment to this idea. Pres. Bob Burns appointed a sub-committee to look into increasing attendance; Eric Labelle, Pete Coughlan, Steve Johnson and Bob Seelye

Peter Coughlan brought forward several advertising posters from past Highway Congresses, for ideas for this year. He will forward copies to the Board via email.

Stewart Sevey suggested trying to find something for an event to help keep Highway Congress participants "busy" between lunch and the awards.

Bob Burns asked for 3 non-officer volunteers to audit the financial records next month. Craig Worth, Bob Seelye and Chip Swan volunteered.

General comment made by Bob Burns to see if anyone has heard on the status of the "Salt Use Advisory Committee" Meetings with DEP. In general the Board acknowledges the need to keep track of this, but no one has heard anything lately.

***Motion made to adjourn by Rob Pontau, seconded by Steve Johnson.
Meeting adjourned 11:10 AM.***