



**MINUTES**  
**General Membership Meeting**  
**November 19, 2010**  
**10:00 a.m.**  
**Via Teleconference**

1. Rodney Lynch, Vice President stated that Jim Gulnac would not be able to join the teleconference and that he had asked Rodney to Chair the meeting. Rodney opened the meeting at 10:20 by asking everyone to announce their participation on the phone.

Present: Rodney Lynch, Tony Levesque, Steve Dyer, Darryl Sterling, Suzie Paradis, Wade Hanson, Al Smith and Mike Baran. Mike Bosse joined the meeting in progress.

Note that the original contact number did not work. Ron Harriman and Dan LaPointe sent messages that they were unable to join the teleconference using that number. Ron did send the Treasurer's Report to Tony via e-mail. Mike explained that the original contact number had been discontinued without his knowledge. Mike apologized for any difficulties.

2. Review of the October 13, 2010 Meeting Minutes

**Wade Hanson made a motion to approve the minutes as written, Suzie Paradis seconded the motion, there was no discussion. The vote was unanimous in favor of the motion.**

3. Treasurer's Report

Tony read from Ron's report the following information: Revenue to date \$18,476.00, Expenses to date \$14,276.00, Net Income to date \$4,200.00 and the Fund balance in the checking account \$10,623.00.

**Wade Hanson made a motion to approve the Treasurer's Report as presented, Suzie Paradis seconded the motion, there was no discussion. The vote was unanimous in favor of the motion.**

4. Report of Committees

**Professional Development** –Rodney Lynch stated that he had given a report for the Committee at the October 13<sup>th</sup> meeting. Rodney suggested that the committee will be meeting in the next couple of months.

**Membership**- Steve Dyer reported that the renewal notices had been sent out just after the MMA Convention and asked everyone to try to forward the applications to potential members. Tony Levesque and others mentioned that they had not received the renewal

notices. Rodney Lynch asked Steve Dyer to follow up with MMA and check on the status of the renewal notices.

**Financial**-Tony Levesque presented Ron Harriman's report for the record. There was no further discussion

**Communication**-Joella Theriault had informed Tony Levesque that she would not be able to participate in the meeting and that she would correct the Annual Report and have it posted on the web page. Steve Dyer confirmed that it was on the web page. There was no further discussion.

**Advocacy**-Dan LaPointe was not able to join the meeting. Rodney asked if anyone had any issues to discuss. There was no more discussion.

## 5. Update from DECD/OCD

Mike Baran stated that a Transition Report has been filed with the Governor's Office to be used by the Governor-Elects Transition Team. Mike expects that he and his staff will be meeting to discuss the transition and any potential changes. Mike mentioned that his office is conducting business as usual for the time being and that John Butera is a member of the Transition Team.

Mike reminded everyone that the Letters of Intent for the PF and PI applications will be due on December 3<sup>rd</sup> and recommended that if they are ready early to get them to his office early.

Mike informed everyone that March 1 would be the deadline for the NSP applications. Planning Decisions is now reviewing the Maine Census tracts eligible for participation and that Debbie and Tammy would be travelling to the training workshops on that program.

Mike reported that the Communities for Maine's Future Bond Panel had been appointed and that Gail Chase and Greg Paxton were among the appointees. Mike offered that there would be a major announcement coming soon.

Mike stated there was no new information on the State's CDBG Funding or Budget yet. Mike speculated that funds may be available using a Continuing Resolution as in the past. Mike mentioned that his office being conservative in estimating the FY11 CDBG budget and looking to base grant awards based on a \$14,000,000.00 budget until more information is available.

Mike asked for a date for the 2011 MCDA/OCD Retreat for Program Development. A tentative date was established. May 5<sup>th</sup> and May 6<sup>th</sup> at the Lucerne Inn if available.

Mike outlined a planned Rehab Tech Training workshop to be held in 2011 with a priority for CDBG Housing Rehab Techs and CAP Agencies. The plan is to include Section 8 Training. Mike mentioned that he is looking for partnering with MCDA on this workshop.

Mike reported that there will be a Federal Labor Standards Training Workshop offered in March with a focus on Contractors and CDBG Grant Administrators.

Mike closed by outlining the Application Workshops that had been held around the State with good attendance all sites and over 90 participants.

Rodney Lynch asked if there was any more information on the Communities for Maine's Future funding.

Mike responded that the Rules would be expected out for comments before Christmas and money would be available after the first of the year with Awards expected in March. Program requirements include a 1 for 1 match, allowing up to a 30% in-kind match and a 70% cash match. Mike suggested that there may be a \$25,000 minimum grant amount and a \$500,000 grant amount with all projects being located on publically owned or non-profit owned locations.

#### 6. Schedule

Rodney requested suggestions for the next meeting. It was decided to schedule the next meeting for 10:00 a.m. on February 11, 2011, via a teleconference coordinated with Mike Baran and his office.

#### 7. Upcoming Workshops in 2011

Communities for Maine's Future application Workshops similar to the Riverfront Bond Workshops

Federal Labor Standard Workshops

Rehab Tech Training Workshops

The group was reminded to contact their legislators with support for the CDBG Program and the DECD/OCD Staff. Discussion followed on the Quality of Place Committee and the Mobilize Maine initiative. Tony mentioned there was a meeting scheduled in Bangor on December 1, 2010, as an update of the Mobilize Maine efforts.

#### 8. Other

Rodney Lynch informed the group that Jim Gulnac had asked him to add the MMA Administration agreement with MCDA to the agenda and that he had reviewed the document. Tony Levesque added that there had been a minimum increase of 1.5% to the contract and he offered to forward the agreement to the membership.

**Tony Levesque made a motion to authorize Jim Gulnac to sign the agreement between MMA and MCDA for the Administrative Services as written, Mike Baran seconded the motion, there was no discussion. The vote was unanimous in favor of the motion.**

There being no further business to discuss the meeting was adjourned at 11:10 a.m.

Respectfully submitted,

Tony Levesque  
Acting Recording Secretary