



**General Membership Meeting Minutes**  
**Friday, May 6, 2011**  
**Teleconference**

**1. Call to Order:** President. J. Gulnac called the meeting to order at 10:08 a.m.

Present were:

Jim Gulnac	President
Rodney Lynch	Vice President
Ron Harriman	Treasurer
Darryl Sterling	Board Member
Joella R. Theriault	Secretary
Gail Chase	Board Member
Dan LaPointe	Advocacy Committee Chairman
Mary Ann Hayes	Maine Rural Partners
Tammy Knight	DECD – Office of Community Development
Steve Dyer	Ransom Engineering, Board Member
Jamie Francomano	City of Presque Isle
Tony Levesque	Past President

**2. Review of the February 11, March 1, and March 31, 2011 Meeting Minutes:** Motion by T. Levesque to approve the February 11, 2011 meeting minutes as presented; seconded by D. Sterling. Motion Passed. Motion by T. Levesque to approve the March 1, 2011 meeting minutes once attendance list is completed (Note: John's last name is Shattuck and meeting minutes have been corrected); seconded by R. Harriman. Motion Passed. Motion by T. Levesque to reaffirm his motion, which was to allow MCDA to provide \$500 sponsorship to the June Downtown Conference and seconded by G. Chase. The motion was seconded by J. Francomano. Motion Passed.

**3. Treasurer's Report:** R. Harriman presented the attached Treasurers Report for the Three Months Ending March 31, 2011. He commented that the member dues of \$2,700 is consistent with last year's dues and also that this report did not include the \$500 Downtown Conference sponsorship. Motion by T. Levesque to approve the treasurer's report; seconded by Mary Ann Hayes. Motion Passed.

**4. Discussion Items:**

**a. MCDA Participation in the Downtown Conference in Skowhegan – June 9 & 10:**

It appears there will be no participation in breakout sessions for MCDA. While the schedule for the annual Maine Downtown Center is not specific at this time, the schedule outlines Day One as occurring in Lewiston and the focus will be on Maine Preservation. Day Two will be occurring in Skowhegan where several workshops will focus on green downtowns, façade design, retail business development, special events and other topics will be discussed. Breakout sessions are mentioned in the Maine Downtown Center's brochure and interested MCDA members should view the

website at [www.mdf.org](http://www.mdf.org) for additional details regarding time and structure of the breakout session. R. Lynch has contacted the Maine Downtown Center persistently regarding these sessions, but as of yet has not received a response.

The keynote speaker on Friday will be Kennedy Smith and all MCDA members are urged to attend as this will be well worth the time. However, for those members who are unable to attend the two-day session, MCDA will hold a general membership meeting on Thursday evening in Waterville. Waterville is located approximately ½ way between Lewiston and Skowhegan and will make travel more convenient for those driving long distances. G. Chase is tasked to make arrangements at a restaurant in Waterville where MCDA can hold their meeting. All MCDA members who will be attending this meeting should contact Gail Chase by May 26, 2011. Gail's contact information follows:

Gail Chase, Community Development Manager  
Kennebec Valley Council of Governments  
17 Main Street  
Fairfield, ME 04937  
Phone: 453-4258  
Fax: 453-4264  
Cell: 557-0881  
E-Mail: [gchase@kvcog.org](mailto:gchase@kvcog.org)

Note: Meal is to be paid out-of-pocket.

- b. MMA Conference – October 5 & 6:** R. Lynch and Mary Ann Hayes are collaborating to establish a training session to be held on Thursday, October 6, 2011 during the MMA Conference. Members agreed that there should be two sessions – one on the PACE Program and one on alternative energy. There will be four panelists for the first session; two from Efficiency Maine (Dana Fischer, Residential Program Manager and Rick Meinking, Business Program Manager), and two from municipal government to share their success stories. The panel for the second session is to be worked on by R. Lynch. Attendance of approximately 80 people is expected. J. Theriault will contact S. Paradis and together they will work at updating the display, which is located at the City of Rockland. R. Lynch will have the display available at the MCDA booth.
- c. Possible Meeting with DECD Staff – FY2012:** Due to the uncertainty of the FY2012 CDBG budget, OCD is considering canceling the CDBG Appreciation Day session. Under normal circumstances, Appreciation Day would provide municipalities with information on the upcoming CDBG budget as well as an opportunity to hold a public hearing and get input from citizens and municipal officials; however there might not be any information to present this year by the usual date of the Appreciation Day in mid-August. It is anticipated that information on the program will be delayed by one or two months.
- d. Affiliate Organization Participation:** R. Lynch reported that in cases where MCDA has joined with other affiliates, MCDA has had to do all of the work. Based on the number of attendees on the March 1, 2011 teleconference, J. Gulnac stated that he would be drafting a letter to some of the attendees that are not MCDA members and

invite them to join in. With the impending CDBG budget cuts for FY2012, it is critical that everyone join together to lobby their legislative delegation in voting against budget cuts.

5. **Report of Committees:** Due to time constraints, there was no action taken on this item.
6. **Update from DECD-OCD: Mike Baran (Tammy Knight):** In M. Baran's absence, T. Knight updated MCDA members regarding the final 2011 CDBG allocation, which appears to have been reduced by 16.4% from last year's budget. The proposed cuts were mentioned to have been between 7% and 62%. T. Knight expressed OCD's appreciation for MCDA's support and encourages municipalities who receive CDBG funding to invite their legislators to ribbon cutting ceremonies. With the FY2011 CDBG budget over, there remains an uphill battle for the FY2012 budget and again OCD will work hard to maintain the CDBG budget at its current level of funding. Participation with COSCDA is very important as is networking with other states.

As everyone may know Commissioner Congdon has resigned and Bill Osbourne and Mark Ouellette are no longer with the department. The Acting Commissioner is George Gervais. Mike Baran is currently out of the office. As everyone knows, M. Baran experienced a heart condition last year and has recovered, but requires follow-up medical tests on an annual basis.

MCDA offered their assistance to OCD staff and is very much appreciative of all that the OCD staff has done for Maine communities.

7. **New Business/Member Comments:**

- a. Brownfields: J. Gulnac commented that this is a very successful program and encouraged everyone to become involved.
- b. Agenda items for the June meeting should include; progress of FY2012 CDBG budget, finalizing October 6 workshop details, and Appreciation Day.
- c. 2011-2013 Slate of Officers: J. Gulnac will contact nomination committee to begin preparations for slate of officers. With the exception of Wade Hanson and Steve Dyer, a full slate of officers must be nominated at the Annual meeting.

Motion by S. Dyer to adjourn. The meeting adjourned at 11:00 a.m.

Submitted by,

Joella R. Theriault  
Secretary