



General Membership Meeting Minutes
Friday, February 10, 2012
Teleconference

1. **Call to Order:** President R. Lynch called the meeting to order at 10:07 a.m. Present were:

Rodney Lynch	President
Darryl Sterling	Vice President
Jim Gulnac	Immediate Past President
Tony Levesque	MCDA Member, Town of Fort Fairfield
Joella R. Theriault	Secretary
Dan LaPointe	MCDA Member, Town of Van Buren
Steve Dyer	Board Member, Ransom Environmental
Tom Martin	Hancock County Regional Planning Comm.
Tammy Knight	DECD-Office of Community Development
Andrea Smith	DECD-Office of Community Development
Deborah Johnson	DECD-Office of Community Development

2. **Review of December 1, 2011 Meeting Minutes:** Moved by J. Gulnac and seconded by T. Levesque to approve the meeting minutes of December 1, 2011 as presented. Motion passed.

3. **Treasurer's Report:** R. Lynch provided a report of the financial statement ending December 31, 2011 (report attached). Moved by T. Levesque and seconded by J. Gulnac to approve the financial report as presented. Motion passed.

4. **Discussion Items:**
 - a. MCDA sponsorship of Maine Rural Partnerships Spring Workshops; i.e. Municipal Partnership with Efficiency Maine and Energy Innovations: Meet the Early Adopters. These workshops were sponsored by MCDA at the MMA Convention and were not well attended. Discussion to hold workshops independent from MMA resulted in a motion by T. Levesque to table this item until a later date; seconded by J. Gulnac. Motion passed.

5. **Report of Committees:**
 - i. **Professional Development:** D. Sterling reported that MMA will be holding an affiliate meeting next month, which he plans to attend. A few workshop topics were mentioned however it was the consensus of the membership to wait until after the affiliate meeting to get an idea of MMA's theme for the convention.

 - ii. **Membership and Membership Renewal Letters:** Chairman S. Dyer reported that there are currently 29 paid and 8 unpaid members. Renewal letters were sent out by MMA. In an

attempt to boost membership, members will solicit memberships from entitlement communities and other organizations and a complimentary copy of the October-December, 2011 newsletter will be sent to each community within the State of Maine via fax or e-mail.

- iii. Communication and New Newsletter: The next newsletter will be submitted during the first week of April, 2012. Anyone interested in submitting an article should contact J. Theriault. Suggestions were made to include the MCDA website address in the newsletter, have one person responsible for communicating with MMA regarding the website, and give all members an opportunity to have an article placed in the newsletter by a specific deadline. J. Theriault will be the contact person to work with MMA.
- iv. Advocacy: Chairman D. LaPointe reported that he met with each of the three legislative delegates and discussed the future of the CDBG program. Given the current budget and that this is an election year, there are no efforts to change budget amounts at this time. He recommended that each MCDA member meet independently with their legislative delegate to advocate for the CDBG program and budget and obtain their verbal commitment. D. Johnson stated that at the national level, COSCDA ardently advocates for the CDBG program.

Gail Chase joined the meeting at 10:38 a.m.

6. **CDBG Updates from DECD-OCD Staff:** Deborah Johnson, Program Director presented the following:
 - a. Final CDBG budget figure is \$10,581,799, which is more than earlier anticipated
 - b. Turnaround time for awarding contracts will be much quicker this year
 - c. Approximately 33 Letters of Intent for Public Facility/Public Infrastructure were approved for a full application; community enterprise letters of intent are being submitted (5 or 6 to date); and 5 downtown letters of intent received to date.
 - d. D. Johnson, as a newly elected member to the COSCDA Board, will be attending a meeting in Washington D.C. in March. Information gathered at that meeting will be reported in the next issue of the MCDA newsletter.
7. **National Community Development Week:** A proposal to organize a campaign in Augusta at the Hall of Flags to promote Community Development during the week of April 8 to 14, 2012 may not be useful since the State legislature does not fund the CDBG program. Instead R. Lynch and J. Theriault will contact the Advocacy Chair, Dan LaPointe to seek his interest in promoting the CDBG program through a proclamation, media attention, awareness through the MCDA website, etc. D. Johnson will obtain a proclamation from the Governor's Office.
8. **President's Appointment:** R. Lynch has appointed T. Levesque of Fort Fairfield as this year's liaison to COSCDA with D. Sterling as an alternate. This year's COSCDA Convention will be held in Biloxi, Mississippi in September.
9. **October 3 & 4, 2012 MMA Convention Professional Development and Annual Meeting:** D. Sterling will report on this item once he has met with MMA next month.
10. **Sponsorship for the Maine Downtown Center Conference: May 18, 2012 in Farmington:** DECD is providing sponsorship in the amount of \$5,000. Following a

discussion, J. Gulnac moved to continue our sponsorship in the amount of \$500; seconded by G. Chase. Motion passed.

11. Sponsorship for the Northern New England Chapter of the American Planning Association: October 3 and 4, 2012 in Brunswick: Moved by D. Sterling and seconded by J. Gulnac to provide a sponsorship in the amount of \$250. Motion passed.

12. Request for Assistance: Community Connections Project for the Iris Network: D. Sterling has volunteered to speak at the May 17, 2012 meeting which will be held at the Capitol Building in Augusta. The topic will focus on downtown improvements such as crosswalks, signals, parking, etc. as it results to ADA.

13. Other Business:

- a. 2013 CDBG Budget: Regarding a request for next year's budget, DECD stated that the announcement had not been made as of this date.

14. Next Meeting Date: The next meeting will be via teleconference on Friday, April 13, 2012.

15. Adjourn: D. Sterling moved to adjourn; meeting adjourned at 11:11 a.m.

Submitted by,

Joella J. Theriault

Joella R. Theriault
Secretary

