



General Assembly Meeting
Thursday, August 30, 2012 at 10:00 a.m.

A meeting of the MCDA General Membership was held via teleconference on Thursday, August 30, 2012. Attending were: Justin Poirier, Joella R. Theriault, Rodney Lynch, Tom Martin, Tony Levesque, Mary Ellen Barnes, Gail Chase, Jim Gulnac, Darryl Sterling and Deborah Johnson.

1. **Call To Order:** Rodney Lynch, MCDA President, called the meeting to order at 10:04 a.m.
2. **Review June 26, 2012 Meeting Minutes:** Moved by Tony Levesque and seconded by Mary Ellen Barnes to approve the June 26, 2012 meeting minutes as amended -
Include language that it is important to hold a retreat prior to the public hearing on the 2013 CDBG Proposed Program Statement so that MCDA members can have a discussion and come to a consensus on the proposed changes.

Motion passed.

3. **Treasurer's Report:** Rodney Lynch reported the following: Fund Balance: \$13,055.00
Discussion: It will be possible to pay for the retreat (facility and meals) since T. Levesque has chosen not to attend the COSCDA meeting in Gulfport, Mississippi during the annual meeting scheduled for September 16-19, 2012. The cost of the retreat is approximately \$700.00. Motion by T. Levesque and seconded by J. Gulnac to pay the fee for the retreat. Motion passed. R. Lynch will pay the fee and request reimbursement from MCDA.

Moved by T. Levesque and seconded by J. Gulnac to approve the Treasurer's Report. Motion passed.

4. **Report of Committees:**
 - o **Professional Development** –As discussed at the June 26, 2012 meeting, MCDA will not hold a training session at the annual MMA Convention, but will schedule a presentation sometime in the Spring, 2013. It was noted that Rodney Lynch and Jim Gulnac will not be in attendance at the annual meeting; they will be attending the Maine Association of Planner's annual meeting.
 - o **Membership** – Steve Dyer (Chair) not in attendance. There are currently 37 members. J. Theriault submitted a copy of the April-June, 2012 newsletter, a membership application, and a cover letter to MMA staff and asked that it be submitted to all municipalities within the State of Maine. This was done on August 15, and as of this date, there has been no response. Deborah Johnson also noted that she is in the process of inviting all CAP agencies to join MCDA.
 - o **Communication and Newsletter** – Joella Theriault (Chair) is currently collecting articles for the July to September newsletter. The deadline for the submission of articles is September 28 and the finalization of the newsletter scheduled for October 5. With the increasing number of pages in the newsletter, J. Theriault will explore the possibility of an e-newsletter similar to what MMA currently has. It is proposed that the one-page newsletter will have a link to the individual news article; however, these changes will be discussed with the Board prior to making the change.
 - o **Advocacy** – Dan LaPointe (Chair) was not in attendance. No action taken.

5. **CDBG Updates from DECD-OCD staff:** Deborah Johnson anticipates approval of the 2013 CDBG Proposed Statement from the Governor's Office tomorrow, August 31, or by the end of next week at the very latest. Once approved, a public hearing will be scheduled. Tentatively, the public hearings will be on October 10-12. She anticipates that a copy of the program statement will be available on September 7. The statement will be submitted to all municipalities via e-mail as well as having it available on the OCD website.

D. Johnson reported that the last round of funding for the Economic Development program is due September 14. They have received more requests than available funding. She anticipates that announcements will be made in early October. The next round of funding for the 2013 funds will be in January of next year, but cautions that actual receipt of funds for the projects will not be until July, 2013 when HUD signs the letter of commitment with the State.

6. **October 3-4, 2012 MMA Convention and Annual Meeting Topic** – Darryl Sterling reported on the following:
- a. **Annual Meeting Speaker:** Mark Ouellette, Executive Director of Mobilize Maine will be the guest speaker.
 - b. **Awards:** Al Smith as a longtime member of MCDA has retired from his position as Community Development Director for the City of Bath and Ron Harriman who has served as MCDA's Treasurer will receive awards.
 - c. **Board Nominations:** R. Lynch has spoken with Al Smith, Nomination Chair. Jason Bird who had expressed an interest in replacing R. Harriman as Treasurer withdrew because of a new job with the City of Bangor. The Nomination Committee has proposed Matthew Eddy as the new treasurer.
 - d. **Display Booth:** D. Sterling will work with J. Theriault to get the display booth updated. The MCDA booth (#72) will be located directly across from the DECD booth.

7. **Working with the 2013 CDBG Program, MCDA membership CDBG Retreat with OCD Tuesday, September 11, 2012 in Bangor at the Kenduskeag Room, Sea Dog Conference Center, 26 Front Street along the river. Save this date!** Thus far 8 MCDA members have registered for the retreat. Per Deborah Johnson, 4 OCD staff will be attending, plus Darryl Sterling, Rodney Lynch, and Mary Ellen Barnes.

8. **Other Business:**

- o **New Treasurer:** See 5.c. above.
- o **Other:** No new business.

9. **Next Meeting Date:** It was suggested that a Calendar of MCDA Meetings be placed as an agenda item for the October 4 Annual Meeting. The next scheduled meetings are –
- September 11, 2012 Seadog Conference Room, Bangor
 - October 4, 2012 MMA/MCDA Annual Convention, Augusta
 - November 15, 2012 General Membership Teleconference Meeting

It was also suggested that MCDA obtain a teleconference pass code for use in teleconference meetings.

10. Moved by T. Levesque and seconded by J. Gulnac to adjourn. The meeting adjourned at 10:46 a.m.

Submitted by,

Joella R. Theriault
MCDA Secretary