



Thursday, September 21, 2017  
GENERAL MEMBERSHIP MEETING  
9:30 A.M.

### **MEETING MINUTES**

1. **Welcome and Introductions by Gail Chase, President MCDA 2015-2017:** Meeting called to order at 9:36 a.m. Present were:

Gail Chase, MCDA President	Kennebec Valley Council of Government
Stephen Dyer, MCDA Vice President	Ransom Consulting, Inc.
Tony Levesque, MCDA Member	Town of Fort Fairfield
Tracey Steuber, MCDA Board Member	Town of Lisbon
Darryl Sterling, MCDA Past President	Economic Development Consultant
Nancy Ketch, MCDA Member	Town of Houlton
Joella R. Theriault, MCDA Secretary	Northern Maine Development Commission
Suzie Paradis, MCDA Board Member	Town of Madawaska
Tom Martin, MCDA Member	Hancock County Planning Commission
Rodney Lynch, MCDA Member	Town of Thomaston
Terry Ann Holden, MCDA Member	Office of Community Development

2. **Changes and/or Additions to the Agenda:** None
3. **Approval of August 10, 2017 Meeting Minutes:** Add Gail Chase, Tracey Steuber and Nancy Ketch as attendees. Moved by T. Steuber to approve the meeting minutes as corrected; seconded by T. Levesque. Motion passed.
4. **Treasurer's Report and Financials:** G. Chase presented the Financial Report (attached). Moved by T. Levesque to approve and seconded by T. Steuber. Motion passed. Note: Will need to do a budget for 2018.
5. **Progress on Website:** G. Chase suggested that we consult with another individual or organization to complete the website update. Moved by T. Levesque and seconded by T. Steuber to authorize J. Theriault to negotiate with Ben Thomas of MMA to update the website and maintain it for us. Motion passed.

**6. Subcommittees:**

**a. Membership:** Total membership to date is 44. T. Levesque, Acting Chairman, submitted the following slate of officers for consideration at the annual meeting –

- President: Steve Dyer
- Vice President: Tracey Steuber
- Treasurer: Mathew Eddy
- Secretary: Joella R. Theriault
- Members at Large: Scott LaFlamme (2 years)  
Darryl Sterling (2 years)  
Thomas Martin (1 year)

**b. Professional Development:** S. Dyer reported that since we will hold a panel discussion at the MMA Convention, there will be no guest speaker at the annual meeting/luncheon. Thus far, there is one confirmed speaker from Rep. Pingree's Office. J. Theriault will continue to call and/or e-mail the offices of Sen. Collins, Sen. King, and Rep. Poliquin to confirm their attendance. This is needed to complete the registration brochure and notification to MCDA members. S. Dyer outlined some of the topics to be discussed, such as Brownfields, NBRC, CDBG, LIHEAP and T. Levesque added Transportation, Energy, and Broadband.

T. Levesque moved to authorize S. Dyer to schedule a luncheon at Margarita's in Augusta for our annual meeting/luncheon and MCDA would pay for the luncheon; seconded by T. Steuber. Motion passed.

**c. Communication/Newsletter:** J. Theriault is working on the annual report and is struggling to find MCDA accomplishments to report. Suggestions included success stories from our member communities. J. Theriault will prepare a draft and send out to the membership so that they can add to the report. T. Levesque noted a few changes to the Past Presidents – Charles Upon (1985) and Terry McCabe (1986).

**i. Booth/Display** – J. Theriault has updated the one banner that needs updating and will bring the display to the NMDC Caribou Office prior to Tuesday, September 26. T. Levesque will pick up the display and deliver it to the Augusta Civic Center.

**ii. Membership** – MCDA will advertise that they are offering a one-year membership to an individual interested in becoming a member by dropping their business card in a basket for drawing at the end of the convention. The goal is to entice new membership. The remaining business cards will be used by MCDA members to contact to promote new memberships.

**iii. Current Membership** – T. Levesque will provide a map and place stick pins on the map identifying the location of all MCDA members.

**7. Remarks by Terry Ann Holden, Program Manager, Office of Community Development at DECD:**

**a. 2018 draft CDBG Statement is scheduled to be out soon.**

**b. Proposed Changes:**

- Workforce Development Program will be eliminated and the Public Service Program will be reinstated
- Housing Assistance Program – there will be no single-family housing rehabilitation; applications for multi-family housing rehabilitation with a developer to be approved by DECD only
- Underground Storage Tank Program (New Program) is the result of the number of requests for underground storage tank replacements. DECD will work with DEP on priority projects. Priority projects are defined as those that are single-walled tanks located in sensitive areas.
- Public Infrastructure Program – 2018 applications will be accepted and will again skip one year same as 2016/2017.
- Economic Development Program – Only one round of applications this year. Letters of Intent will be accepted in February with full applications due in May, 2018.

**8. Next Meeting Date:** The next meeting will be the annual meeting scheduled for Thursday, October, 5, 2017.

**9. Adjourn:** Meeting adjourned at 10:25 a.m.

Sincerely,

***Joella R. Theriault***

Joella R. Theriault  
MCDA Secretary