



Meeting Minutes December 4, 2014 Held at MMA, Augusta, Maine

Directors Present: Rob Pontau, Dennis Cox, Dave Cote, Tom Martin, Ralph Norwood, Steve Bradstreet, Doug Howard, Dan Matchett, Peter Owen, Shawn Bennett, Chris Branch, Steve Johnson. Also present: Bob Stevens from Maine Local Roads Center, Guests: Theresa Savoy and Sherry Thompkins from MDOT.

1. Meeting Called to order: Rob Pontau called the meeting to order at 9:06 AM.

2. Approval of the November 6, 2014 Minutes: Doug motioned to accept minutes. Dan Matchett seconded.

Motion passed unanimously

3. Reports:

Treasurer Report: Dave Cote reported the current balances in checking to be \$10,650.26 and savings \$25,555.32. The golf tourney made about \$2,000. Motion to accept made by Bob Burns and seconded by Steve S.

Motion passed unanimously

Delegate's Report: Eric Labelle was not in attendance but will forward a report.

Membership Report: Bob Burns reported membership is good. Generally have one new member with a total number of 173.

Motion to accept made by Dave Cote and Seconded by Dennis.

Motion passed unanimously

Maine Local Roads: Bob Steven reports:

- Snow and Ice Training starting December 16.
- MLRC distributed over 1,200 signs and posts (\$53,000 in materials)

Website Review: Doug Howard is doing excellent work on the keeping the website up to-date. Doug is trying to do monthly features of town Public Works departments. Recently Durham was show cased. Nice work Doug!

4. Spring Meeting Update: Dave Cote reported that he is looking for topics for this spring and is getting the event set up. More to come later.

5. ADA Compliance Discussion: Taken out of order.

Executive Committee

Officers:

President

Rob Pontau, P.E.
Assistant Director
Brunswick Sewer District
Brunswick, ME

Vice-President

Dennis Cox
Public Works Director
Topsham, ME

Treasurer

David Cote
Public Works Director
Brewer, ME

Secretary

Megan Bates
Deputy Director
Lewiston, ME

Past-President

Bob Burns, P.E.
Public Works Director
Gorham, ME

Delegate

Eric Labelle
Operations Manager
Portland Public Services

Directors:

Galen "Chip" Swan
Public Works Director
Hampden, ME

Peter Owen
Public Works Director
Bath, ME

Robert Seelye
Public Works Director
Calais, ME

Steve Johnson
Town Engineer
Yarmouth, ME

Mike Bobinsky
Public Services Director
Portland, ME

Dan Matchett
H.P. Fairfield, Inc.
Skowhegan, ME

Christopher Branch, P.E.
Sebago Technics
Lewiston, ME

Shawn Bennett
Road Commissioner
Pownal, ME

Craig Worth
Transportation Director
So. Portland Schools

Christopher Bolduc
Director of Operations /
Public Services
Cumberland, ME

Doug Howard
Public Services Director
South Portland, ME

Honorary Director
Guy W. Melcher, Jr

Other Associations

Maine Local Roads Center
Peter M. Coughlan

6. APWA Leadership Training: Rob noted that Nationals is sponsoring this training event and offers some financial support. The event is February 26 and 27 in Kansas City. Dave and Doug will be going to Kansas City where they will likely be standing on a corner at 12th Street and Vine.

7. Membership Discussion: Rob noted that Chip Swan has retired from Hamden Public Works and has resigned from the Board. The Board now has two (2) open seats. A discussion ensued on where to target folks to fill the seats. Bob Burns will obtain names from potential candidates in eastern and western Maine, areas that are now lacking representation on the Board.

8. MMA Storage Discussion - Rob noted that MMA keeps some sort of hard copy records and is asking all the Affiliate Groups to clean them out. Rob and Steve B. will look at the stuff in the MMA archives and do a thorough cleaning.

9. MMA Contract Authorization: Rob had forwarded around the latest MMA contract for Board review noting a modest 2.5% increase. Motion made by Bob Burns to authorize Rob to execute the contract as presented and the motion was seconded by Steve Johnson.

Motion passed unanimously

10. Mechanics Training Update: Rob reported that the group is doing great and has completed a survey to the membership on what they would like to see. A two day event has been planned for the spring in southern Maine and the same two day event in the fall in northern Maine. Dave Cote will talk with Bob Dawes about the potential of using Bangor's Vehicle Maintenance Facility for the training venue. The group is meeting in January.

11. Budget Considerations and Review: Rob and Dave presented a draft 2015 budget for Board review. Generally no big changes, but did make a couple of minor changes to PW Week line item. Dave will make the changes and forward out to the Board for a final review and acceptance at the next meeting. As part of the budget discussion the group discussed the unfortunate incident at Cape Elizabeth's transfer station where Cape's ex-PW Director lost his life in a terrible accident. Bob Burns made a motion for the Board to donate \$300 to the Ronald McDonald House in memory of Herb Dennison. Peter Owen seconded the motion.

Motion passed unanimously

5: ADA Compliance Discussion (Taken out of order): Theresa Savoy of MDOT gave a brief discussion of the American with Disabilities Act (ADA) requirements and how they impact work performed by public entities. Bottom line is that public ways, including sidewalks must be accessible to all, including impaired folks. A lively discussion ensued. Rob thanked Theresa for her time and suggested that she might want to present at the MCAPWA Spring Meeting. Theresa will coordinate with Dave Cote.

12. Appoint Budget Committee: The following volunteers were appointed by the Board to the Budget Committee: Peter Owen (Chair), Ralph Norwood and Dan Matchett. Thank-you all!

12) Other Business –

- Bob Stevens noted that MDOT has a new specification book out and MDOT will graciously mail one copy to each town. Thank-you Bob!
- Bob Burns asked who attended the Stream Smart programs. Dennis and Ralph went. There was a general discussion regarding the effort and how ACOE adopted their regulations trumping MDEP;
- Rob noted that the next meeting will be on January 8th since the first Thursday is New Year's Day.

Dave Cote made a motion to adjourn and was seconded by Dan Matchett.

Motion passed unanimously

The meeting was adjourned at approximately 11:10 AM.

Respectfully Submitted,

Steve Johnson, Past President