



# MEETING MINUTES

January 3, 2008

Steve Johnson called meeting to order at 9:05AM – MMA, Augusta

Present: Steve Bradstreet, Mike Claus, Bob Burns, Steve Johnson, Peter Owen, Steve Walker, Adam Ogden, Eric Labelle, Peter Coughlan, Bob Stevens and Jerry Douglas (Maine Local Roads Center).

Absent: David Cote, Mike Bobinsky, Mary Ann Conroy, Dennis Cox, Andy Russell, Gerry James, Stewart Sevey, Wes Thames.

1. Minutes were approved from the December 6, 2007 meeting with a revision.
2. Mike Claus presented the treasurer's report. The checking account balance was \$4,191.16 and the savings account balance was approximately \$21,916.63.
3. Steve Johnson presented the Delegate's report in Mike Bobinsky's absence.
4. Steve Johnson presented the membership report and indicated that there were 194 members currently.
5. Gerry Douglas and Bob Stevens presented for the Maine Local Roads Center. MLRC will be hosting an Electrical Safety seminar. They reminded the group that chainsaw training and defensive driving seminars can be scheduled with them anytime, as long as you have about 12 to 15 participants. They are working on a Roadway Fundamentals seminar.
6. Bob Burns discussed preparations for the Spring Meeting to be held April 3<sup>rd</sup>, with a "snowdate" of April 10<sup>th</sup>. Speakers are being sought, and topics will likely be saltbrine, sidewalk construction and repair and slipform concrete curbing.
7. Mike Claus presented the 2008 Highway Congress Report. Jamie Clark at MMA is working on the Maine Townsman advertisement for this event. The registration flyer will go to the vendors at the end of January. Steve Johnson will be generating labels and coordinate efforts.
8. Steve Johnson discussed Supervisory Training for 2008. It is to be held on April 22,23, and 24 and May 13, 14, and 15. The first dates will be leadership training with the second half being construction techniques.
9. Steve Bradstreet discussed the Audit Committee. Mike Claus indicated that it is not due until March. Gerry James, Dennis Cox and Wes Thames were selected to be on the review committee and it is estimated to take 15 minutes.
10. Steve Bradstreet discussed the Public Works Director of the Year Award. There are 4 nominations. Steve B. will call the committee members who were picked at the November meeting. Things that will need to be done include:
  - a. Present award, plaque and jacket at Spring Meeting
  - b. Notify the press, Maine Townsman
  - c. Photo with the Governor
11. Steve Bradstreet discussed the executive committee list and asked for changes to be sent to him.
12. Pete Coughlan presented regarding website administration. He now recommends utilizing MMA for a cost of about \$300 per year. Jeri at MMA will present the website at our next meeting.
13. Bob Stevens with MLRC presented the MCAPWA informational brochure. He asked that any comments be directed to him.

14. Pete Coughlan stated to the group that his group has \$350,000 available for LED pedestrian lights. A 35% Town match is required. He also discussed the liquid CaCl issue that is a pending LD.
15. Gerry Douglas with MLRC advised the group that the MAPA conference is upcoming.
16. Steve Johnson received a National "APWA Certificate of Achievement" for his past service as President of MCAPWA.
17. Bob Burns indicated that APWA national is requesting that all MCAPWA minutes be forwarded to their attention.

Next meeting to be February 7, 2008 at MMA, Augusta.

Meeting adjourned at 11:05AM

Respectfully Submitted, Bob Burns

