



# MEETING MINUTES

April 3, 2008

Steve Bradstreet called meeting to order at 12:40pm – Waterville Elk's Lodge, Waterville, ME

Present: Steve Bradstreet, Mike Claus, Bob Burns, David Cote, Steve Johnson, Peter Owen, Dennis Cox, Andy Russell, Gerry James, Steve Walker, Adam Ogden, Eric Labelle, Shawn Bennett, (Past President) Greg Dore and Peter Coughlan, Bob Stevens and Jerry Douglass from (Maine Local Roads Center).

Absent: Mike Bobinsky, Mary Ann Conroy, Stewart Sevey, Wes Thames and (IME) Craig Worth.

1. Minutes from the March 6, 2008 meeting were taken out of order but were picked back up after item 7 on the meeting agenda and approved.
2. Treasurer's Report: Bob Burns presented the Treasurer's report, the reported was accepted.
3. Delegate's Report: Steve Bradstreet presented the Delegate's report; discussion turned to the Chapter's requested sponsorship of the dinner at the national Convention; Steve Johnson motioned that the Chapter donate \$250 towards the dinner, second made by Mike Clause; the motion was passed unanimously.
4. Membership Report: Steve Johnson, no changes to report on current membership; discussion turned to the discounted offer from National to join APWA which the Chapter would like to help promote by sending out mailers; the cost to print the mailers would be \$719 for 3,250 prints which does not include postage; Mike Clause asked if they could be included in the Highway Congress mailers which are scheduled to be sent out mid April; after some discussion Mike Clause motioned the Chapter approve expending up to \$800 for the printing of the membership APWA mailers, motion seconded by Dennis Cox and passed unanimously.
5. Maine Local Roads Report: Pete Coughlan, Bob Stevens and Jerry Douglas, several Work Zone Safety classes are in the process of being scheduled for this spring; Bob and Jerry will be working hard to get the Roadway Fundamentals class ready for this fall; Bob asked if anyone had interest in grader operator training, some board members did express interest.
6. IME Report: Steve Bradstreet, Craig Worth has only received 2 submittals for Excellence in Public Work projects.
7. Website Committee Report: Steve Bradstreet, the information transfer is complete and the new site is up and running; an open position posting has been put on the website; all past meeting minutes will be available on the website now; all reports will start going to Jeri Holt for posting after approved by the Board; Pete Coughlan suggested that the website be reviewed to look at old links and other info that may need to be removed or updated.
8. Spring Meeting update Recap: General discussion on the events of the day and what changes may need to be made for future events; Pete Coughlan remarked on the outstanding manner in which the Public Works Professional award was presented; in all everyone felt that the Spring Meeting was a very successful event.

9. Highway Congress: Mike Clause, invitation mailers will be sent out towards the end of April; over 100 vendors have signed up for the event to date; Steve Bradstreet, the fairgrounds are not requesting any work to be done this year therefore he will discuss a contract for payment for the event with Skowhegan Fairgrounds team, Steve plans to meet with them directly after next month Board meeting in Skowhegan.
10. Supervisory Training update: Steve Johnson, there has been a change for the third day training, the hands-on training, will now be held at the Augusta Civic Center.
11. Diversity Liaison Update: Steve Bradstreet, no new news to report at this time
12. Sponsorship of Dinner at National Convention: taken up during Delegate Report.
13. Directors Position Open: Steve Bradstreet, it is anticipated that there soon may be a vacancy on the Board of Director in the MCAPWA, Steve Bradstreet will contact the person currently in the position to confirm his intentions; if a vacancy in the Board does occur we still have a recent list of candidates from the last time a vacancy was filled who could be contacted and the vacancy can also be listed on the Chapter website for recruitment.
14. Region I Board of Director, Jean Guy: Steve Bradstreet, Jean Guy's term on the Regional Board will expire in December, 2008; we'll request a more extensive update from Mike Bobinsky at next month's meeting.
15. Membership Brochure Cost: Discussed during the Membership Report.
16. 2010 Congress Payment: Steve Bradstreet, question regarding a letter received from nationals, is the Chapter current with our APWA membership fee; Mike Clause confirmed the Chapter is current.

Other Business:

Pete Coughlan, should the Board consider making the new Public Works Professional of the Year an honorary Board member; after some discussion on the topic it was decided that the Chapter bylaws be consulted regarding any rules on honorary members and the topic be brought up again at the next scheduled meeting.

David Cote, is the list of phone numbers of the Board members ready for distribution to the other Board members; Steve Bradstreet will get them out to the Board members shortly.

Bob Burns, requested Steve Bradstreet and Mike Clause review some invoices following the meeting.

Next meeting to be May 1, 2008 at the Skowhegan Fairgrounds, in Skowhegan, ME at 9am.

Meeting adjourned at 1:44pm

Respectfully Submitted, David Cote

