

**MAINE COMMUNITY DEVELOPMENT ASSOCIATION
General Meeting (Teleconference Meeting)
Friday, October 31, 2008**

The Maine Community Development Association held a general membership meeting via teleconference on Friday, October 31, 2008. Present were:

Tony Levesque, President	Town of Fort Fairfield
Jim Gulnac, Vice President	Town of Sanford
Stephen Dyer, Director	Ransom Environmental Consultants, Inc.
Ron Harriman, Treasurer	Ron Harriman Associates
Michael Baran	DECD – Office of Community Development
Al Smith	City of Bath
Joella R. Theriault, Secretary	Northern Maine Development Commission
Rodney Lynch, Director	City of Rockland
Suzie Paradis	Town of Madawaska

1. **CALL TO ORDER:** T. Levesque called the meeting to order at 10:06 a.m.
2. **REVIEW OF OCTOBER 9, 2008 MEETING MINUTES:** Moved by R. Harriman to approve the meeting minutes as presented; seconded by S. Dyer. Motion passed unanimously.
3. **TREASURER’S REPORT:** R. Harriman presented the following revenues and expenses:

Revenues This Month:	\$108.00	Expenditures This Month:	\$138.00
Year-to-Date:	\$15,750.00	Year-to-Date:	\$7,053.00
Fund Balance:	\$9,490.00		

Moved by M. Baran and seconded by S. Paradis to accept the Treasurer’s Report. Motion passed unanimously.

4. **ESTABLISHING A CALENDAR FOR 2008-2009:**

October 31, 2008	General Meeting
December 12, 2008	General Meeting (Teleconference)
February 13, 2009	General Meeting (Teleconference)
April 23 and 24, 2009	Joint DECD/MCDA Meeting at Lucerne Inn
June 5, 2009	General Meeting (Sanford)
August 21, 2009	Joint DECD/MCDA Meeting in Augusta at CDBG Appreciation Day
October 7/8, 2009	Annual Meeting at MMA Convention in Augusta

Moved by J. Gulnac and seconded by J. Theriault to approve the calendar as presented. Motion passed unanimously.

5. ESTABLISHING COMMITTEES FOR 2009: The following were appointed to subcommittees:

Membership	Professional Development	Financial	Communication	Advocacy	Nominations
Steve Dyer (Co-Chair)	Jim Gulnac (Chair)	Ron Harriman (Chair)	Joella Theriault (Chair)	Dan LaPointe (Chair)	Al Smith (Chair)
Jim Gulnac (Co-Chair)	Joella Theriault	And	Mike Baran	Al Smith	Wade Hanson
Tony Levesque	Rodney Lynch	Executive	Ken Arndt	Tony Levesque	Paul Bernier
Suzie Paradis	Steve Dyer	Committee	Mary Walton	Ron Harriman	
	Wade Hanson		Tony Levesque		
	Mathew Eddy				

► COSCDA Liaison 2008-2009: Rodney Lynch

6. DISCUSSION OF MEMBERSHIP RECRUITMENT/RETENTION: T. Levesque read a list of non-renewing members. In addition to the outreach efforts to renew these memberships, S. Dyer and T. Levesque will work with MMA to draft a letter to submit to the DECD list Serve as well as other agency list Serve. MCDA members will receive a copy of this letter for use in pursuing other potential members.
7. DISCUSSION ON MEMBER SERVICES FROM MMA: Moved by M. Baran and seconded by J. Gulnac to authorize T. Levesque to enter into a contract with MMA for the ensuing year. The motion passed unanimously. It was noted during the discussion that the contract amount last year was \$1,656 and included web hosting. The contract is expected to be slightly higher this year.
8. DISCUSSION ON TRADE SHOW BOOTH: S. Paradis will take charge of updating the trade show booth. J. Theriault will also assist in providing photos, project success stories, etc. The budget for this project is \$1,000, however, MCDA members felt it was important to expend additional funds, if needed, to promote the organization through trade shows.
9. OTHER:
- A) Riverfront Community Development Program: Of the 30 Letters of Intent submitted, only 24 applications were received. For reasons unknown, six communities did not submit their application. The requests total \$8,000,000 out of an available \$5,000,000 RCD budget. These applications have been submitted to the scoring team. They will have until November 21st to provide scores to DECD.
- B) Office of Community Development – Program Manager: As of October 26, 2008, Interim Program Manager, Mike Baran was officially appointed as the full-time Program Manager. Congratulations to Mike!

- C) Neighborhood Stabilization Program (NSP): The State of Maine will be receiving a supplement of \$19.6 million through the CDBG program. These funds will be allocated to areas of the state that has been most effected by foreclosures. For example, the Town of Sanford currently has the highest number of foreclosures. DECD hired the firm, Market Decisions, to determine areas of greatest need throughout the State. DECD and Maine State Housing Authority (MSHA) have partnered to provide HUD with a plan of action for the disbursement of these supplemental funds. The plan of action must be submitted to HUD by December 1, 2008.
- D) Disaster Recovery Program: The State will also receive \$2.1 million of supplemental CDBG funds to address the flooding that occurred in several counties of the State. DECD will be working closely with FEMA on this program. Details of the method of distribution will be provided at a later date by DECD.
- E) Correspondence: T. Levesque reported that Dana Lee of Lee Facilitation Services has submitted a letter expressing his availability as facilitator. No action taken.
- F) Thank You: T. Levesque thanked J. Theriault for a job well done on the 2008 Annual Report. M. Baran noted that T. Levesque for did a nice job by listing the phone number and pass code on the meeting agenda.

J. Gulnac moved to adjourn the meeting at 11:18 a.m. The next meeting is scheduled for Friday, December 12, 2008 beginning at 10:00 a.m.

Submitted by:

Joella R. Theriault

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Secretary