

MAINE COMMUNITY DEVELOPMENT ASSOCIATION
General Meeting (Teleconference Meeting)
Friday, December 12, 2008

The Maine Community Development Association held a general membership meeting via teleconference on Friday, December 12, 2008. Present were:

Tony Levesque, President	Town of Fort Fairfield
Stephen Dyer, Director	Ransom Environmental Consultants, Inc.
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
Dan LaPointe	Town of Van Buren
Wade Hanson, Director	Town of Houlton
Jason Simcock	Town of Gardiner
Gail Chase	Kennebec Valley Council of Governments
Duane Walton	Northern Maine Development Commission
Mike Bush	Eastern Maine Development Corporation
Ryan Pelletier	Town of St. Agatha
Joshua Reny	Town of Fairfield

1. CALL TO ORDER: T. Levesque called the meeting to order at 10:04 a.m.
2. REVIEW OF OCTOBER 31, 2008 MEETING MINUTES: Moved by W. Hanson to approve the meeting minutes as presented; seconded by S. Paradis. Motion passed unanimously.
3. TREASURER'S REPORT: T. Levesque presented the financial report in R. Harriman's absence:

<u>Fund Balance:</u>	<u>\$9,256.00 (As of October 31, 2008)</u>
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Moved by J. Theriault and seconded by S. Paradis to accept the Treasurer's Report. Motion passed unanimously. It was noted that the increase in membership fees and financial assistance from OCD has greatly improved our financial standing and for that, MCDA would like to thank M. Baran for his contribution.

4. REPORT OF COMMITTEES:
 - A) Professional Development: At this time, there is nothing to report. R. Lynch will communicate with J. Gulnac and asked that MCDA members let them know of any potential training or workshop.
 - B) Membership: S. Dyer reported that there are currently 47 members. A renewal letter, prepared by T. Levesque and S. Dyer, has been submitted as well as a letter soliciting new members. The letter will be placed on our web page along with the brochure and MCDA application form.

C) Financial: Nothing to report.

D) Communication: J. Theriault is working on the quarterly newsletter (Oct-Dev) and asked that if any member has any article of interest to submit it. R. Lynch will provide a 'bytes and pieces' article similar to one he submits to the Maine Association of Planners. A suggestion was to highlight new board members, M. Baran as the new Director of the Office of Community Development, and information on how to contact the MCDA President.

E) Advocacy: Chairman D. Lapointe did not have an update at this time. However, during discussions, several suggestions were made:

1. Advocacy Committee should contact the legislative delegation regarding the act to capitalize the municipal investment trust fund with municipal revenue sharing resources. MCDA should be lobbying for funds from the Maine Revenue Service to be set aside for either the State CDBG Program or the MITF.
2. Review the MMA Legislative Policy Committee's list of bills.

5. UPDATE FROM DECD-OCD:

- ▶ CDBG Program: A total of 16 Letters of Intent were submitted for the Public Infrastructure Program and 19 for the Public Facilities Program. Public Infrastructure is rapidly becoming the most needed category. The budgeted amount of CDBG funds set aside for this category is not nearly enough to fund the need. Rebuilding aging systems have become costly.
- ▶ COSCDA: M. Baran had a discussion with Marcia Sigal, Director of COSCDA's Community Development Department, regarding changes in the CDBG program income rules. As it relates to the Revolving Loan Fund Program, program income would require much more stringent reporting. The threshold for reporting would also be raised however from \$25,000 to \$35,000.
- ▶ During the National Governors Association held in Washington, a call to Congress to take action for economic recovery included a \$10 billion stimulus package. For Maine, this package would mean 2½ times the normal CDBG allocation. Moved by M. Baran and seconded by J. Theriault to authorize the MCDA President to submit a letter to our legislative delegation to consider a CDBG bond package regarding the stimulus package. All in favor and motion passed.
- ▶ Neighborhood Stabilization Program: Maine has submitted their Action Plan and is now awaiting HUD's approval. Again, there is a move to change the program income rules to have money go back to the U.S. Treasury rather than the states.

- ▶ Disaster Assistance Program: An amount of \$2.187 million has been approved; however, there is no rule-making or any other information out on this program.
- ▶ Riverfront Community Development Bond Program: Decisions on the program have been made, but notification has been withheld until the Governor makes the announcement on December 18th at 11:00 a.m., which is to be held in the Cabinet meeting room. The \$5,000,000 bond has been allocated in geographical diversity.

6. UNFINISHED BUSINESS:

- ▶ Plus 1 Campaign: All members were asked to use the boilerplate letter on the MCDA website and download the brochure and application form to pass this along to potential members. R. Pelletier suggested offering an incentive to encourage members to go out and promote the Plus 1 Campaign. He suggested adding a line in the MCDA brochure requesting that potential members check off how they heard about the MCDA organization. If a current MCDA member referred potential members, then perhaps some sort of incentive could be offered.
- ▶ MMA Services: Have not yet entered into a contract with MMA for services, but believe the fee will increase approximately 4%-5%.
- ▶ Trade Show Booth Improvements: S. Paradis reported that she has reviewed the purchase of booths that cost between \$300-\$820. Members agreed that the budget for these improvements was \$1,000 and we should be looking at a good quality booth with header and lights. J. Theriault also presented sample pictures and panels for the display booth. These items should be ready for presentation at the April retreat.

7. NEW BUSINESS:

- ▶ Training/Workshops: CDBG Administration Certification Classes will be held in July. M. Baran will submit updated information at a later date. There will be no recertification classes this year.
- ▶ MCDA could host a workshop to provide information on the CDBG program; such as do's and don'ts, how to work with regionals, etc. Also discussed coordinating workshops with MMA, MAP, and others.
- ▶ Partnering with DECD to hold the 2009 retreat at the Lucerne Inn in April. T. Levesque will work with M. Baran to schedule this workshop.
- ▶ Other training workshops should wait until such time as the stimulus package is passed.

8. OTHER:

- ▶ Communities and Banking: T. Levesque provided a website regarding tackling health in Maine. Website is www.bos.frb.org/comm

The meeting adjourned at 11:17 a.m. The next meeting is scheduled for Friday, February 13, 2009 beginning at 10:00 a.m.

Submitted by:

Joella R. Theriault
Secretary

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