



Thursday, May 12, 2016  
GENERAL MEMBERSHIP MEETING  
10:00 A.M.  
Telephone Number: 1-877-455-0244  
Pass Code: 7366898144#

### **MEETING MINUTES**

- 1. Welcome and Introductions by Gail Chase, President MCDA 2015-2017:** Meeting called to order at 10:03 a.m. Present were:

Gail Chase, MCDA President	Kennebec Valley Council of Governments
Tony Levesque, MCDA Member	Town of Fort Fairfield
Tom Martin, MCDA Member	Hancock County Planning Commission
Joella R. Theriault, MCDA Secretary	Northern Maine Development Commission
Nancy Ketch, MCDA Member	Town of Houlton
Anne Krieg, MCDA Board Member	Town of Bridgton
Terry Ann Holden, CDBG Program Manager	Dept. of Economic and Community Development

- 2. Changes or additions to agenda:** None
- 3. Approval of March 10, 2016 Meeting Minutes:** Moved by T. Martin to approve the meeting minutes as presented; seconded by T. Levesque. Motion passed.
- 4. Discussion with Deborah Johnson, Director, Office of Community Development, DECD:** Terry Ann Holden represented DECD during Deborah Johnson's absence. She reported that there were 5 Letters of Intent submitted for an amount totaling less than \$400,000 with an available budget of \$700,000. Further discussions are needed to determine remaining balance in this program.

5. **Progress on the website:** Scott Laflamme has begun working on the website update. Gail will follow-up with Scott regarding progress made and anticipated date for the update.
6. **Treasurer's Report and Financials:** Moved by T. Levesque to approve the Treasurer's Report; seconded by J. Theriault. Motion passed. Moved by T. Levesque and seconded by A. Krieg to approve the budget as presented on the Financial Report; Motion passed.
7. **Status of Subcommittees and Subcommittee Reports:**
  - i. **Membership:** Interim Committee Chair T. Levesque reported 44 paid membership to date.
  - ii. **Professional Development: status of June workshop:** A meeting of the Professional Development Committee Chair S. Dyer and the Committee will determine the date, time and topic(s) of the next Professional Development workshop. Brownfields, especially using Brownfields funding for housing, is a topic that was requested through the recent survey.
  - iii. **Communications/Newsletter:** Chairperson J. Theriault reported that the Jan-Mar newsletter had not yet been posted on the website due to the site being under construction. There was also discussion that an on-line newsletter would be more beneficial than the quarterly newsletters. After a brief discussion, it was agreed that J. Theriault would work with Scott Laflamme to begin posting an on-line newsletter on a trial basis. The membership would be asked for feedback and it will be decided at the next meeting what type of newsletter would be more appropriate.
8. **Other:** None
9. **Next Meeting Date:** Thursday, July 14, 2016
10. **Adjourn:** Meeting adjourned at 10:30 a.m.

Submitted by,

*Joella R. Theriault*

Joella R. Theriault  
MCDA Secretary

*Meetings are held the second Thursday of every other month. In the event that the second Thursday falls on a holiday, the meeting will be held on the next business day.*