



Thursday, July 14, 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 10:02 a.m. Present were:

Gail Chase, MCDA President
Tom Martin, MCDA Member
Joella R. Theriault, MCDA Secretary
Nancy Ketch, MCDA Member
Anne Krieg, MCDA Board Member
Scott Laflamme, MCDA Board Member
Mathew Eddy, MCDA Treasurer
Deborah Johnson, CDBG Program Director

Kennebec Valley Council of Governments
Hancock County Planning Commission
Northern Maine Development Commission
Town of Houlton
Town of Bridgton
City of Bath
Town of Kennebunk
Dept. of Economic and Community
Development

2. **Changes or additions to agenda:** Add "Training Session at MMA Convention"
3. **Approval of May 12, 2016 Meeting Minutes:** Moved by N. Ketch to approve the meeting minutes as presented; seconded by T. Martin. Motion passed.
4. **Discussion with Deborah Johnson, Director, Office of Community Development, DECD:** Report by Deborah Johnson:
 - a. DECD-Office of Community Development has not yet received a grant agreement from HUD regarding the 2016 CDBG program. The holdup is with the three changes in the Federal HOME program. An agreement is imminent.
 - b. Maine State Housing Authority (MSHA) and DECD held public forums during the month of June. Comments at the public forums will be included in the action plan for HUD's review and acceptance. OCD will be moving forward with the 2017 CDBG Program rule-making.

- c. Andrea Smith has been chosen as the new contact for the Northern Border Regional Commission (NBRC). There were approximately 25 applications submitted.
 - d. Changes proposed for the 2017 CDBG Program:
 - o Removal of Safe Neighborhood Program
 - o Reinstate the Downtown Revitalization Program (No funding for the Downtown Center)
 - o Set-aside under the Public Infrastructure Program for the towns of Millinocket, Machias, Lincolnville, and Ashland. There will be no competition under this activity of the 2017 year, but will accept new applications in 2018. The rationale for the set-asides are that these communities are ready to go (have matching funds in place, consent decrees from DEP, and are prioritized as critical and impactful).
 - o A public hearing on the program is scheduled for some time in November with a comment period following the hearing.
 - o Considering not accepting start-up business applications under the Economic Development Program, but leaving the opportunity for waiver considerations. This is only a consideration and not a proposed change.
 - e. Working on legislation to move the code enforcement activity from the Office of Public Safety to Office of Community Development.
 - f. OCD needs support and sponsorship for hosting the 2018 National Conference in Portland.
5. **Progress on the website:** Scott Laflamme reported that he has been working with MMA to update the MCDA website. The website design software is user-friendly and Scott will send a link to the Executive Board, as well as any member that is interested, on the proposed changes. Following any changes, he would need approximately two weeks to finalize the update. The target date is scheduled for late September or early October.
6. **Treasurer's Report and Financials:** M. Eddy presented the Treasurer's Report and Financials (see attached). The financials are on target. Moved by S. LaFlamme to approve the Treasurer's Report; seconded by A. Krieg. Motion passed.
7. **Status of Subcommittees and Subcommittee Reports:**
- i. **Membership:** In T. Levesque's absence, J. Theriault reported that paid membership to date remains at 44.
 - ii. **Professional Development: status of June workshop:** The Committee is considering training on the topic of using Brownfields for housing development. A date for the training workshop has not yet been determined. The consensus is not to pursue

a training workshop at the MMA Convention, but to continue to have speakers available at the annual meeting/luncheon. The training will be held at another time possibly in conjunction with a visit to a community project that would be of interest to MCDA members. MCDA has agreed to share a booth with DECD at the 2016 MMA Convention scheduled for October 5 and 6, 2016 at the Cross Insurance Center in Bangor.

iii. Communications/Newsletter: Chairperson J. Theriault reported that the Apr-June newsletter is approximately 50% complete and hopes to have it finalized and submitted to the membership by July 29. She will forward the newsletter for review and edits to Gail Chase prior to that date.

8. **Other:** Training Session at MMA Convention – This topic has been covered under 7. ii. Professional Development.
9. **Next Meeting Date:** Thursday, September 8, 2016
10. **Adjourn:** Meeting adjourned at 11:13 a.m.

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.