



# Maine Community Development Association

Thursday, January 9, 2020  
GENERAL MEMBERSHIP MEETING  
10:00 a.m.

## **MEETING MINUTES**

1. **Welcome and Introductions by Tracey Desjardins, President MCDA 2020-2022:** T. Desjardins opened the meeting at 10:02 a.m. The following were in attendance-

Tracey Desjardins, President	City of Gardner
Joella R. Theriault, Secretary	Northern Maine Development Commission
Tony Levesque, Member	Town of Fort Fairfield
Nancy Ketch, Director	Town of Houlton
Cary Tyson, Director	Kennebec Valley Council of Governments
Eric Roach, Member	City of Old Town
Jennifer Peters, Director	Sunrise County Economic Council
Darryl Sterling, Director	Economic and Community Empowerment Consultant
Scott Laflamme, Vice President	Town of Yarmouth
Deborah Johnson, Member	Director, Office of Community Development

2. **Changes or additions to Agenda:** T. Levesque requested a moment of silence to recognize the passing of Michael Baran, a friend and past member of MCDA.
3. **Approval of October 3, 2019 Meeting Minutes:** Motion by T. Levesque to approve the meeting minutes as presented; seconded by D. Sterling. The vote was unanimously in favor.
4. **Treasurer's Report and Financials:** Motion by T. Levesque to approve the November, 2019 Treasurer's Report but questioned whether the MMA contract had been executed; it was not signed but is on the agenda for discussion under 9. Other business. The motion was seconded by D. Sterling and passed.

5. **Progress on Website:** J. Theriault informed the members that the website update is complete. It is very important that the website be maintained with up-to-date information. The membership list and Latest News tabs need to be updated.

6. **Status of Subcommittees and Subcommittee Reports**

i. **Membership Report:** Tony L. reported four (4) non-renewing members that should be contacted. The four non-renewing members are Caribou, Kennebunk, Penquis CAP, and Wright Pierce. J. Theriault will contact the City of Caribou and D. Sterling will contact Wright-Pierce. T. Levesque also recommended that members be more active in recruiting new members.

ii. **Professional Development Committee Report:** As the new Vice President, Scott Laflamme chairs this committee. He is responsible for establishing workshops and/or training events for the year. He will be working with a subcommittee towards a Spring retreat and/or coordinating training/workshop topics with the Maine Municipal Association whenever possible. C. Tyson indicated an interest in assisting as a member of the subcommittee.

iii. **Communications/Newsletter Report:** The October-December quarterly newsletter is nearly complete. Articles include MMA Convention speakers, MCDA Annual Guest Speaker, 2020 CDBG information, Board of Directors elected, funding opportunities, etc. J. Peters and D. Johnson both suggested that information on the upcoming census be included in the newsletter. J. Theriault will have the subcommittee members review and approve the newsletter before publishing it and posting to the website.

7. **Remarks by Deborah Johnson, Director, Office of Community Development:** The 2020 CDBG national budget is slightly higher than last year, but state's have not yet received their allocations; therefore, the State is using the same flat funding as the previous year. New in 2020 is the award of points for Opportunity Zone communities. D. Johnson mentioned that if MCDA intends to participate in the COSCDA annual convention, which will be held in New Orleans from September 20 to 23, 2020, they should make arrangement soon as the convention fills up very quickly. D. Sterling is interested in attending. Further discussion on attendance and costs will be held at the February meeting.

In the 2020 Federal budget there is a \$25 million set-aside to combat the opioid epidemic. Maine will receive between \$600,000-\$700,000 to address opioid issues; therefore, an amendment to MaineHousing and DECD's Action Plan will be required.

8. **Next Meeting Date – February 13, 2020:**

9. **Other Business:**

i. **MMA Contract:** The administrative and executive services that MMA provides has increased by 3% for this year's contract for a total amount of \$2,387. Included in the contracted amount is a \$580 per year fee for maintaining the website. Following a discussion on the ListServ it was recommended that we

seek a no charge option for communicating with MCDA members and not rely on the ListServ. Motion by T. Levesque to authorize the MCDA President to sign the MMA agreement; seconded by D. Sterling. Motion passed.

- ii. 2020 Calendar:** T. Levesque listed all of the meeting dates for the year and recommended that the April 9 meeting should be in the form of a retreat. He also mentioned that the MCDA Annual Meeting would be held on Thursday, October 8. J. Theriault will correct the date on the Meeting Calendar.

- 10. Adjourn:** Moved by T. Levesque and seconded by J. Peters to adjourn. The meeting adjourned at 10:36 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.*