



# Maine Community Development Association

Thursday, June 11, 2020  
GENERAL MEMBERSHIP MEETING  
10:00 A.M.

Telephone Number: 1-877-455-0244  
Pass Code: 7366898144#

## MEETING MINUTES

**1. Welcome and Introductions by Tracey Desjardins, President MCDA 2019-2021:** T.

Desjardins opened the meeting at 11:05 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
Deborah Johnson, Member	DECD-Office of Community Development
Scott Laflamme, Vice President	Town of Yarmouth

**2. Changes or additions to agenda:** None

**3. Approval of April 9, 2020 Meeting Minutes:** Motion by T. Levesque to approve the meeting minutes as presented; seconded by S. Laflamme. Motion passed.

**4. Treasurer's Report:** Motion by T. Levesque to approve the Treasurer's Report as presented; seconded by S. Laflamme. Motion passed.

**5. Deborah Johnson, Office of Community Development Update:**

- A public hearing was held on June 9 via zoom regarding the COVID-19 Plan. There were a few questions but no comments or changes recommended, so the Program Statement Plan as presented will be submitted to HUD. D. Johnson expects a July 1 roll out of the plan. Approximately 1/3 of the \$7+ million will be allocated to the Good Shepherd for distribution to non-entitlement communities; 1/3 to Microenterprise businesses that have experienced revenue losses in direct response to COVID-19; and 1/3 will go to CAP agencies under the housing assistance program to help payments to rental assistance. Housing assistance funds may be allowed if eviction notices are pending or if homeowners need help to pay utilities. Once the order is lifted, homeowners' will have to start making payments. COVID-19 funds may only be used if no other funding has been received.
- 2020 CDBG Program – All applications have been received. Public Infrastructure and Downtown Revitalization awards were made. Economic Development applications are currently being reviewed and awards may be made by Monday, June 15. The Housing

Assistance, Public Service, Microenterprise Assistance, and Community Enterprise applications are also being reviewed and announcements should be made sometime late June.

- The Northern Border Regional Commission (NBRC) announced the appointment of Andrea Smith as the NBRC Program Director. Andrea has been with DECD since 2003 and currently serves as the NBRC Maine State Program Manager and Director of the Tax Increment Financing (TIF) Program. Charlotte Mace will replace Andrea as the NBRC representative and Terry Ann Holden will take on the Brownfields Program.
- The 2020 Implementation Workshop will be held via zoom rather than in person.
- The 2020 CDBG funds are available for distribution once awards are made.

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

**i. Membership:** T. Levesque reported that there are 35 members to date with 7 non-renewing members. Discussion regarding Cary Tyson's membership – KVCOG pays the membership therefore the membership list will be updated with Cary's replacement. MCDA should contact Cary and request joining with his new organization. T. Desjardins suggested that once the COVID-19 restrictions are lifted, MCDA should hold a retreat and embark on a campaign to attract new members. T. Levesque also commented that the organization should focus on the work the organization performs regarding advocacy, training, etc. and promote new membership.

**ii. Professional Development:** S. Laflamme reported on topics suggested for the MMA Convention. While MMA is still working on logistics for the annual convention, the proposal is to provide available resources to municipalities – from administration to planning ideas. Proposed is a four-part panel discussion on federal funding (HUD, SBA, NBRC, etc); regional partners (COGs, CEI, EDDs); financial institutions; and MaineHousing, Maine Downtown Foundation, etc. The Professional Development Subcommittee is working on getting speakers for the October convention..

**iii. Communications/Newsletter:** The newsletter is about 50% complete. Articles thus far include Presque Isle's new Economic and Community Development, Andrea Smith's new position, Cary Tyson's new job; job opportunities; COVID 19 articles. D. Johnson will provide updated news articles on the CDBG program. All news articles from members are encouraged to be submitted by June 26.

**7. Remarks by Office of Community Development :** See Item 5 Above.

**8. Next Meeting Date – August 13, 2020**

**9. Other Business:** Potential Brainstorming Session (MCDA) and Appreciation Day (DECD) in a joint meeting at the American Legion Post in Augusta on or about August 13 (MCDAs next scheduled meeting).

**10. Adjourn:** Motion by T. Levesque to adjourn; seconded by S. Laflamme. The meeting adjourned at 11:45 a.m.

Submitted by,

*Joella R. Theriault*

Joella R. Theriault  
MCDA Secretary