



midcoast economic development district

**Board of Directors Meeting  
10:00 am Thursday March 17, 2016  
Damariscotta Town Offices**

Unit of Government	County	First Name	Last Name	Present	Absent
Brunswick	Cumberland	Linda	Smith	X	
Brunswick	Cumberland	Jeff	Jordan		X
Brunswick	Cumberland	John	Eldridge		X
Cumberland County	Cumberland	Bill	Whitten	X	
Harpswell	Cumberland	Kristi	Eiane		X
Harpswell	Cumberland				
Camden	Knox	John	Arnold		X
Camden	Knox	Karen	Brace	X	
Knox County	Knox	Roger	Moody	X	
Rockland	Knox	Jim	Chaousis		X
Thomaston	Knox	Bill	Hahn	X	
Lincoln County	Lincoln	John	O'Connell		X
Wiscasset	Lincoln				
Arrowsic	Sagadahoc	Eloise	Vitelli		X
Bath	Sagadahoc	Bill	Giroux	X	
Bath	Sagadahoc	Scott	LaFlamme	X	
Bowdoin	Sagadahoc				
Bowdoinham	Sagadahoc	William	Post	X	
Georgetown	Sagadahoc				
Phippsburg	Sagadahoc	Mike	Young	X	
Richmond	Sagadahoc	Victoria	Boundy	X	
Sagadahoc County	Sagadahoc	Pam	Hile	X	
Sagadahoc County	Sagadahoc	Charles E.	Crosby		X
Topsham	Sagadahoc	Rich	Roedner		X
West Bath	Sagadahoc	Adam	Garland	X	
Woolwich	Sagadahoc	Janet	Billson		X
Belmont	Waldo	Carmine	Pecorelli		X
Lincolntonville	Waldo	David	Kinney	X	
Northport	Waldo	Reeves	Gilmore	X	
Searsmont	Waldo	Bruce	Brierley		X

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<b>OFFICERS</b>					
President		John	Shattuck	X	
Vice President		Audra	Caler Bell		X
Treasurer		Bill	Chapman	X	
Secretary		Betty	Johnson	X	

**Staff, General Assembly and Guest Attendance**

<b>Name</b>	<b>Organization/Affiliation</b>	<b>Present</b>	<b>Absent</b>
Jeff Kobrock	MCEDD Executive Director	X	
Bill Najpauer	MCEDD Staff	X	

1. **Welcome and Introductions** John Shattuck opened the meeting.
2. **Consideration of the October 15 minutes**  
Bill Giroux moved to approve the minutes, Bill Chapman seconded and the motion passed.
3. **Update on MCOG/EDA Transfer**  
Jeff Kobrock reported that the EDA planning grant funds have been received. The remaining task is to inform EDA of our name change to MCEDD.
4. **Review FY17 Membership Dues as Adopted**  
Jeff Kobrock briefly reviewed the FY17 membership dues. A motion was made by Bill Chapman to adopt the proposed FY17 membership dues. It was seconded by Betty Johnson and the motion passed.
5. **Consider Loans to Non-member Communities**  
Jeff Kobrock explained the proposed amendment to the RLF policy and procedure manual dealing with loans from non-member communities. After a brief discussion, Bill Chapman motioned to approve the proposed amendment. It was seconded by Betty Johnson and the motion passed.
6. **Review 2016 CEDS Process**  
Jeff Kobrock explained the 2016 CEDS process which is currently underway and reported that all Midcoast communities received an invitation to submit projects, but only member communities are eligible to have proposed projects placed on the CEDS list.

## **7. Treasurer's Report**

William Chapman presented the treasurer's report. Betty Johnson motioned to approve the treasurer's report, Bill Giroux seconded and the motions was approved

## **8. Executive Director's Report**

Jeff Kobrock presented an overview of our revenues and what grants were anticipated for 2016 and provided an update of the revolving fund and the micro-loan program.

Bill Najpauer provided an overview of the following projects; solid waste, brownfields, contract services, and regional planning.

Scott LaFlame provided an overview of the Solarize Project which is available to all our member communities. Jeff Kobrock also stated that a workshop to discuss municipal solar installations is being planned in cooperation with Sundog Solar.

Jeff Kobrock provided information about opportunities for municipalities by taking ownership of their street lights and installing LED lighting fixtures. A future discussion about this option is being planned.

The Board asked questions about the various activities and the status of our Mobilize Maine project including whether a state plan was ever adopted. John Shattuck. Bill Whitten and Jeff Kobrock provided information about the status of the program.

## **9. Other Business**

The following items were discussed:

- The General Assembly meeting is scheduled in May
- Bill Giroux stated that it is important to budget for an additional staff person
- A Nomination Committee will need to be convened
- John Shattuck discussed some changes that should be considered including: Board attendance and whether the quorum requirements should be revised, Should we consider quarterly board meetings, and, the working relationship between the executive committee and the board.

## **10. Adjourn**

Bill Chapman moved to adjourn, Betty Johnson seconded and the motion was approved

Submitted By: Bill Najpauer