

**Maine Town & City Management Association  
Board of Directors Meeting Minutes  
October 9, 2008  
Augusta Civic Center, Augusta, ME**

**Present:** Steve Dyer, John Anderson, Catherine Conlow, Barry Tibbetts, Andrea Powers, Dana Reed, Michelle Beal, Perry Ellsworth, Nat Tupper, Bert Kendall, Jim Bennett, Terry York, Perry Ellsworth, and Joan Kiszely.

Steve Dyer announced he is leaving the Town Manager position in Oakland, and will have to step down as President of the MTCMA, because he is taking a position in the private sector.

The Board of Directors changes will be as follows:

John Anderson: President  
Catherine Conlow: Vice President  
Terry York, 2<sup>nd</sup> Vice President - Treasurer

**Absent:** John Simko, Thomas Hall

1. **Call to Order:** President Steve Dyer called the meeting to order at 7:45 a.m.
2. **Approval of August 19, 2008 Minutes:** Dana Reed made a motion to accept the minutes from the August 19, 2008 Board Meeting. Andrea Powers seconded the motion. All approved with minor revisions as amended.
3. **Financial Report:** Treasurer Cathy Conlow reported on the financials for the periods ending July 31, 2008 and August 31, 2008. Motion made by John Anderson, seconded by Andrea Powers, all approved to accept the financial reports as presented. It was noted that it is time to work on the 2009 budget.
4. **Confirmation of Committee Appointments:** Steve Dyer reported on the new Committee Chairs. (See Board of Directors listing.) Cathy Conlow will move to the Professional Development Chair. Motion made by Cathy Conlow, seconded by Terry York, all approved the Committee appointments.

Nat Tupper nominated Terry York as 2<sup>nd</sup> Vice President. Motion made by Andrea Powers, seconded by Nat Tupper, all approved, that Terry be moved to the 2<sup>nd</sup> Vice President position. It was noted that there are two vacancies on the board. John Anderson reported that John Simko has

told him that he doesn't have time to serve on the board. It was suggested that Derik Goodine, Mike Roy, Marjorie Stratton and Doug Hazelett might possibly be good candidates to serve on the board. Steve Dyer will contact Martin Pucket and Doug Hazelett to see if they would like to serve on the board.

5. **Committee Reports:**

- a. **Professional Development Committee:** John Anderson reported that the December meeting would be December 5, 2008 at the Local Government Center, Triangle Park Drive, Concord, New Hampshire. They will present: "Leadership: An Art of Possibility."

It was noted that there would be a Board Meeting on December 4<sup>th</sup> in the afternoon. Joan Kiszely noted that she would be contacting the Marriott & Holiday Inn in Concord, N.H. to get a meeting room and motel rooms. She will email everyone more information when she gets it. John noted that John Scruton is working with Joan Kiszely to put this workshop together. It was noted that the meeting be a dinner meeting at 5:00 p.m.

It was the consensus to do the Interchange the last week of February in Waterville again. Joan Kiszely noted she could get one of the affiliate groups to co-sponsor with the MTCMA. Nat Tupper mentioned that doing a workshop on building codes would be good. Steve Dyer reported that Ruth Marden would be doing the sponsorship.

- b. **Communications:** It was noted that Derik Goodine would be good as chair of this committee.
- c. **Awards:** Barry Tibbetts – no report
- d. **Nominating:** Michelle Beal reported she has received the list of who would like to serve on her committee.
- e. **Membership Committee:** Andrea Powers distributed her report. She explained her concept of a contest she would like to put in place. Nat Tupper feels her idea should be a link on the list serve.

Jim Bennett asked if he could come to our board meetings so he could have good communications between MTCMA and ICMA. He would like to be able to market the value of being an MTCMA member and an ICMA member. Nat Tupper noted he thinks it's a good idea for him to attend our board meetings.

There was a discussion on the possibility of waiving the \$40 fee for the first year to encourage membership in MTCMA. Andrea Powers reported that Jen Stiles will be giving her a report by county to see who are members and who are not. It was suggested that we also market the boards in towns and cities where the Manager does not belong and send them the Code of Ethics.

Jim Bennett felt we should still maintain the \$40.00 fee for new members, but suggested it be waived if a prospective member wants it waived. He feels if they feel it's a real value to be a MTCMA member they will pay the \$40 fee. This will be put on the Retreat Agenda for further discussion.

- f. **Ethics Committee:** Dana Reed – no report. He noted that they missed the deadline to be on the program for the MMA Convention, but wants Joan Kiszely to make sure next year they are on the agenda. Perry Ellsworth would like to see us invite the Chairs of Boards of Selectmen to educate them on the Code of Ethics.
- g. **Range Rider Committee:** Bert Kendall – See Report. He noted that Os Bonsey would be resigning. He would like 15 to 20 minutes on the agenda for the retreat. He asked that anyone with suggestions please pass them along to him. He thanked the MMA Staff in the Affiliate Department and noted we have a great staff.

## 6. **New Business**

- a. **Retreat Discussion:** Steve Dyer reported he would like a one-day retreat in November. He would like to have it at his place, possibly on November 21<sup>st</sup>.

## 7. **Confirm Tentative Board Meeting Schedule/Updated Timeline.**

- 8. **ICMA Representative** – James Bennett reported that ICMA is looking for videos of long time managers with the intent of building an archive. He reported that March 19 & 20<sup>th</sup> would be the regional meeting in New Jersey. He asked that if anyone has anything to bring to ICMA, to please let him know. He reported that he would like to have everyone think about how we can support each other in the field.
- 9. **Adjournment:** Terry York made a motion to adjourn. John Anderson seconded the motion. All approved to adjourn the meeting at 9:10 a.m.