

**MAINE TOWN & CITY MANAGEMENT ASSOCIATION
BOARD OF DIRECTORS LUNCHEON & MEETING**

**Black Bear Inn - Orono
Thursday, March 4, 2010**

MINUTES

Present: Cathy Conlow, Barry Tibbetts (conference call), Michelle Beal, Terry York, John Anderson, Perry Ellsworth, Martin Puckett, Tom Goulette, Dana Reed, Janice Tevanian, Joan Kiszely.

Absent: Bert Kendall, Tom Hall, Elizabeth Fitzgerald.

Guest: Chief St. Michel, Chief Fournier, Chief Webb, Chief Hinds, Chief Nichols (conference call), Chief Cammack.

Introductions

Guest Report: Maine Fire Chiefs' Association Executive Board gave an update on the following:

- Recruitment & Retention.
- Funding for the State Fire Marshal's Office: Chief Fournier gave this update.
- Maine Fire Training & Education Update: Chief St. Michel gave this update. Barry Tibbetts would like more dialog on this topic with the MTCMA.
- Fire Insurance Premium: Chief St. Michel gave this update.
- Volunteer Firefighter Insurance: Chief St. Michel gave this update.
- Regional Communications: Chief Fournier gave this update. The MFCA would like to co-sponsor a session with the MTCMA on this topic.
- Residential Sprinklers: Barry Tibbetts would like to see more dialog on this before the MFCA moves forward on this.
- Fast Guide & Resource Directory.

Chief Fournier reported that the MFCA would like to have input in the MMA LPC process. Their desired approach is to open communications with MTCMA to discuss their legislation positions and to identify areas where MTCMA and MFCA can work together on legislative issues. They would also like the managers to send the message back to MMA that the MFCA would like dialog and better communication.

1. President Cathy Conlow called the meeting to order at 2:00 p.m.
2. Approval of Minutes – Motion made by Perry Ellsworth, seconded by John Anderson, all approved, the October 30, 2009 minutes.

Budget: Motion made by John Anderson, seconded by Perry Ellsworth, all approved the 2010 MTCMA budget.

3. Financial Report: Barry Tibbetts reported on the October, November & December financial reports. Motion made Tom Goulette, seconded by Terry York, all approved the October, November & December financial reports.
4. Committee Reports
 - a. Professional Development – Terry York reported on the following:
 - Working with Dana Reed on an Ethics Program on line on the MMA Website.
There was a brief discussion on the Certification Process for MTCMA and number of hours of active & direct participation.
Terry York reported they will have a Professional Development & Ethics meeting at lunch time.
 - b. Institute – Barry Tibbetts reported on the following:
 - He provided a draft of the agenda for the Institute
 - Maine 101
 - c. Range Rider Committee – Bert Kendall absent. Bert provided the Board with a report. Motion made by John Anderson, seconded by Terry York, all approved Bert Kendall's report.
 - d. Communications/Website – Tom Hall absent.
 - e. Sponsorship Committee Chair – Perry Ellsworth noted that he would like to see sponsors be able to attend the Interchange or Institute, and have a table to market their product. He noted he will be coming to the Board with a proposal to change the protocol of sponsors.
 - f. Nominating – Elizabeth Fitzgerald – no report.
 - g. Awards – Michelle Beal – no report.
 - h. Membership Committee – Martin Puckett reported the staff at MMA has been great keeping him in the loop. The MTCMA has 212 members to date. He noted there are five members on his committee.

- i. Ethics Committee – Dana Reed reported on the following:
 - Committee list is final.
 - Draft Goals have been written up.
 - Enforcement.
 - Manager involvement with politics – working through this one.
 - Having problems with screening on certification approvals.
5. New Business:
 - a. Two – Membership Questions – Cathy Conlow reported on the following:
 - Discussion on an ethics issue with a member being involved in politics. It was noted that the member gets professional value out of the membership listserv. Consensus that the member needs to make a decision to give up being a member if she continues her involvement with politics. Cathy Conlow noted she has made a choice to send in her resignation if the Board noted she had to give up her politics.
 - Odias Bachelder: Never got back to John Anderson with information John requested.
6. Other New Business:
 - Report on Masters of Public Administration Program: The committee put together a report with recommendations. John Anderson noted that Rick Michaud and the committee did a great job with the report. It was noted that the report needs to be distributed for review. Motion made by Perry Ellsworth, seconded by Michelle Beal, all approved that the subcommittee can move forward on their recommendations.
 - Maine Town, City and County Management Association: John Anderson reported that he met with a subcommittee on proposed changes that they are requesting. One is the change of the MTCMA name. They are proposing that a new Board member be added to the Board and be a County Committee Chair. The subcommittee has drafted some by-law wording changes. Motion made by Perry Ellsworth, seconded by Cathy Conlow, all approved for the sub-committee to move forward with the proposal as presented to change the name of the MTCMA association, and recommended a sub-committee, Maine Association of County Administrators, be formed.
7. Adjournment: Motion made by Terry York, seconded by John Anderson, all approved to adjourn the meeting at 3:45 p.m.