



## Meeting Minutes

Date: March 7, 2024  
 Location: **Dysart's Bangor**  
 Time: 9:00 AM

**Attendees:**

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Scott Holland<br><input checked="" type="checkbox"/> Aaron Huotari<br><input checked="" type="checkbox"/> David Cote<br><input checked="" type="checkbox"/> Ryan Barnes<br><input checked="" type="checkbox"/> Ralph Norwood<br><input checked="" type="checkbox"/> Mary Ann Brenchick<br><input checked="" type="checkbox"/> Ryan Carrigan<br><input checked="" type="checkbox"/> Dennis Cox<br><input type="checkbox"/> Matt Elwell<br><input checked="" type="checkbox"/> Doug Howard<br><input checked="" type="checkbox"/> Eric Labelle<br><input type="checkbox"/> Dean Lessard | <input type="checkbox"/> Jaime Madore<br><input checked="" type="checkbox"/> Tom Martin<br><input checked="" type="checkbox"/> Dan Matchett<br><input type="checkbox"/> Mike Murray<br><input type="checkbox"/> Todd Philbrook<br><input checked="" type="checkbox"/> Jeff Preble<br><input checked="" type="checkbox"/> Stewart Sevey<br><input type="checkbox"/> Barry Sheff<br><input checked="" type="checkbox"/> Peter Coughlan<br>Guest: _____<br>Guest: _____<br>Guest: _____ |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

1. Acceptance of February Minutes
  - a. Motion – Dennis, Second – Mary Ann
  - b. All in favor
  
2. Reports
  - a. Treasurer's (D. Cote)
    - i. Savings - \$30,811.73
    - ii. Checking - \$11,440.73
  
  - b. Delegate (E. Labelle)
    - i. Region 1 and 2 Meeting
      - Attended by Eric, Aaron, and Mary Ann
      - Working on website updates and account access
      - Rolling out active members soon
      - Training is available through YouTube
      - APWA recognized as 1<sup>st</sup> responders
      - Recruitment opportunities, Apprenticeships, Internships, CDL, and Helmets to Hardhats

**Executive Committee**

**Officers:**

**President**

Scott Holland  
 Public Works Director  
 Auburn, ME

**Vice-President**

Aaron Huotari  
 Public Works Director  
 Bangor, ME

**Treasurer**

David Cote  
 Public Works Director  
 Brewer, ME

**Secretary**

Ryan Barnes, PE  
 MTA Project Manager  
 Portland, ME

**Past-President**

Ralph Norwood, PE  
 MTA Deputy Director  
 Highway & Equipment  
 Maintenance  
 Portland, ME

**Delegate**

Eric Labelle, PE  
 Dep. PW Director/Town Engr.  
 Kennebunkport, ME

**Directors:**

Mary Ann Brenchick  
 Deputy Director of P.W.  
 Augusta, ME

Ryan Carrigan  
 VP, Ray Labbe & Sons  
 Brunswick, ME

Dennis Cox  
 Public Works Director  
 Topsham, ME

Matt Elwell  
 Public Works Director  
 Union, ME

Doug Howard  
 Public Works Director  
 Scarborough, ME

Dean Lessard, PE  
 Public Works Director  
 York, ME

Jaime Madore, PE  
 Senior Environmental Eng.  
 Sevey & Maher Eng. Inc.  
 Cumberland, ME

Tom Martin  
 CEO  
 ANACCO Construction Svcs.  
 Greene, ME

Dan Matchett  
 H.P. Fairfield, Inc.  
 Skowhegan, ME

Mike Murray  
 Public Works Director  
 Portland, ME

Todd Philbrook  
 Public Works Director  
 Rockland, ME

Jeff Preble, PE  
 Sr Project Mgr, Wright Pierce  
 Topsham, ME

Stewart Sevey  
 Allied Equipment  
 Hartland, ME

Barry Sheff, PE  
 Woodard and Curran  
 Portland, ME

**Other Associations**

Maine Local Roads Center  
 Peter M. Coughlan, PE

- c. Membership (R. Norwood)
    - i. No access to website
  - d. Maine Local Roads (P. Coughlan)
    - i. Down two positions
    - ii. 3 workshop series are on going
    - iii. Receiving a lot of posted road questions
  - e. Website (A Huotari)
    - i. Access issues
    - ii. Updates to schedule, traffic school, event calendar, minutes, job boards and latest new
    - iii. Added photo gallery
3. Supervisory Training (R Norwood)
    - a. Part I - April 24-25
    - b. Part II – May 21-23
    - c. Location – Part I Maine Dot 66 Industrial Dr.  
Part II Day 1 at 24 Child St.  
Part II day 2&3 66 Industrial Dr.
    - d. Concerns with how waitlist is being handled, MLRC would prefer it to be handled through them.
    - e. Fall Session? 14 currently on the wait list. MLRC to explore if there are dates/times available for locations and instructors
  4. Awards (D Howard)
    - a. Received 1 application for leader of year, expecting one more before deadline, will consider two from last year as well
    - b. No projects received yet
  5. Spring Meeting
 

Agenda –(R. Barnes)

    - a. Speakers, venue, and raffle all confirmed
    - b. DJs is set to sponsor
  6. Highway Congress (A. Huotari)
    - a. Skowhegan contract complete
    - b. 20 vendors so far
    - c. CMP demo in paved area this year
    - d. Sponsorships – what can be offered to vendors who can't attend?
  7. Newsletter – Provide any ideas or photos to Doug
    - a. Next issue will be following the Spring meeting
  8. Director's Dinner – T. Martin
    - a. Murder Mystery dinner – May 10<sup>th</sup> at Senator Inn
    - b. \$4500 – meals will be plated not buffet
    - c. Will need headcount at next meeting
      - i. Motion – Mary Ann, Second – Aaron
      - ii. All in favor

9. Other Items
  - a. Eric – Dinner with Region Director may be possible this spring/summer
  - b. Scott - Cancellation policy
    - iii. Motion – Ryan B, Second – Aaron
    - iv. All in favor
  
10. Adjourn – **Next Meeting is April 4, 2024 Augusta Civic Center**