



MIDCOAST REGIONAL REDEVELOPMENT AUTHORITY

Meeting Minutes
February 19, 2008

Meeting called to order by Art Mayo at 9:10 a.m.

Board Members Present: Arthur F. Mayo, III, John Moncure, Stephanie Slocum, and Charles Spies III

Appointed by not yet confirmed MRRA Board Members present: Gary Brown, Heather Collins and Beth Nagusky

Board Members Absent: Shepard Lee, John Richardson, Jennifer Stowell Norris, and Dana Totman

MRRA Staff Present: Steven Levesque, Jeffrey Jordan, Bob Rocheleau, Victoria Boundy, and Kathy Paradis

Location: Kellogg Church, Harpswell

Other Attendees: See attached list

Chair Art Mayo welcomed the attendees and invited them to introduce themselves.

Public Comment: None

Chair Mayo informed the Board that no action items could be voted upon because a quorum of six members had not been obtained and six affirmative votes are required for the Board to take action.

Minutes from the Previous Meeting:

Due to the lack of a quorum, approval of the January 15, 2008 minutes will be taken up at the March 18 Board meeting.

Finance Committee Update: Stephanie Slocum reported that the Committee had drafted the Roles of the Finance Committee and Treasurer as well as a Purchasing Policy for MRRA. The Committee also drafted and approved a work plan and developed potential questions for auditor interviews which will occur in March.

Executive Director's Report:

- a. Building #37 Update: Steve reported that the MRRRA staff is in their new location at 5450 Fitch Avenue (Building 37) and thanked the Navy and OEA for their help during the process.
- b. Bids for Services Update: Bids for general legal services and auditing services remain to be awarded. The interviews of legal firms previously scheduled for February 7 was postponed due to a snowstorm and rescheduled to March 6. The Finance Committee will be interviewing auditing firms and make a recommendation at next month's Board meeting.
- c. Board Membership Update: The confirmations hearings will be held on March 6 for appointees Gary Brown, Heather Collins and Beth Nagusky before the legislature's Business, Research and Economic Development Committee (BRED). Also BRED decided that John Richardson, Commissioner of Department of Economic and Community Development (DECD), would go through the additional confirmation process on March 6. Steve indicated that he was pleased with the Board appointments, noting that MRRRA will have a well-rounded Board with something from everybody: legal, financial, energy, housing, business, etc.
- d. Association of Defense Communities Winter Meeting: Steve indicated that Deputy Director Jeffrey Jordan, Board Member Jennifer Stowell Norris, Assistant Brunswick Town Manager Gary Brown, Topsham Planner Rich Roedner, OEA Project Manager Bryant Monroe and he attended the ADC Winter Forum, along with over 500 other attendees. Steve said that he had an opportunity to speak with OEA about budget and contractual issues and that he was looking forward to moving ahead with operational and disposition plans. He noted that he also had good talks with Navy. Steve informed the Board that Wayne Army, Deputy Assistant Secretary of the Navy (Installations and Facilities), had been promoted and his replacement had yet to be named.
- e. IT Workforce Grant: Steve stated that the State of Maine had received a \$2 million grant from the U.S. Labor Department for workforce training of NASB civilian employees. The federal grant will be administered by the Maine Department of Labor (MDOL). It establishes a partnership among the MDOL, DECD, and private industry. Steve said that he is working with the Governor and MDOL to determine what MRRRA's role will be; however, it is still unclear.
- f. Monthly Finance Report/Balance Sheet: Steve indicated that MRRRA staff will make a financial presentation to the Board on a quarterly basis. Steve asked if any Board members had questions in the meantime and there were none.

MRRRA Finance Committee Roles/Purchasing Policy. Steve noted that while the Board could not vote on the Finance Committee's recommendation to approve the Roles of the Finance Committee and Purchasing Policy because of a lack of quorum, he asked if anyone had any questions or comments regarding the policy. John Moncure suggested revising the fourth paragraph on page 1, under "Purpose" to reflect the following change: "Adherence to policies and procedures will ensure that public purchases and contracts are

open, fair and ~~at the least cost to the public~~ produce the best value to the public.” Each committee will develop its own roles and responsibilities.

Environmental Insurance. Linda Belke-Picha of Marsh, an insurance broker and strategic risk advisor, gave a PowerPoint presentation regarding the environmental insurance marketplace, including a primer on environmental insurance policies and trends and emerging issues.

Other Business:

- Bryant Monroe was introduced to the newly appointed Board members, as were Rich Roedner, and Harpswell Town Manager Kristie Eiane.
- Steve will provide the Board members with descriptions of the new MRRA Committees.
- George Bald will be speaking before the Town Council on Monday, March 24, at 7:00 p.m. at the Old High School on McKeen Street, Brunswick
- The next meeting of the MRRA is at 9:00 a.m. at the Old High School. Henry Powers, the first Chairman of the Pease Redevelopment Authority, will speak.

Executive Session: Cancelled

The meeting was adjourned at 10:30 a.m.

Charles Spies III, Secretary

ATTENDEES OF 2-19-08 MRRA MEETING

Name	Company/Organization/Residency
Beth Brogan	The Times Record
Bill Card	Senator Susan Collins' Office
Mike Braun	NASB
Suzanne Krauss	NASB
Janice Cooper	U.S. Representative Tom Allen's Office
Jennifer Logan	Senator Susan Collins' Office
Rich Roedner	Topsham
Steve Mistler	The Forecaster
Andrea Quaid	Congressman Mike Michaud's Office
John Shattack	Topsham - Economic Development Dept.
Deb McNeil	Senator Olympia Snowe's Office
Bryant Monroe	OEA
Deb Elliott	DECD