

GPCOG Executive Committee Minutes
May 12, 2010 Meeting
12:00 p.m. at GPCOG

In attendance: Gordon Billington, President, Standish; Roger Bondeson, PROP; Dick Brobst, North Yarmouth; Pat Finnigan, Portland; Colleen Hilton, Westbrook; Mike Reynolds, Raymond; Carl Winslow, Yarmouth; Dick Wood, RC&D

Members absent: Bridgton, Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Harrison, Long Island, Naples, New Gloucester, Pownal, Scarborough, Sebago, South Portland, West Bath, and Windham

GPCOG Staff: Neal Allen; Maddy Adams; Eben Marsh; Ann Thompson

1. **Welcome and Introductions.** Gordy Billington, President, welcomed everyone to the meeting. Introductions were made, with each person providing a little information about the community/agency they represented.
2. **Minutes: Executive Committee meeting of April 14, 2010.** *Dick Brobst made a motion to approve the April 14th minutes. Dick Wood seconded the motion and it passed.*
3. **Proposed FY 2011 GPCOG Budget.** The budget has been reviewed and recommended by the Steering Committee. Neal reviewed the budget highlights:
 - Expenditures and offsetting revenues of \$2,975,992, representing an increase of \$297,654 over the FY 2010 Budget with the increase largely attributable to increased direct pass throughs totaling \$971,000 and new grants.
 - Actual increase in operating expense is 3.64%.
 - No increase in the member dues rate for the 21st consecutive year.
 - Member dues revenue of \$242,175 or 8% of the total budget.
 - Over 65% of member dues or \$161,675 is estimated to leverage \$817,576 in grant funds for a total of \$1,034,251.
 - Total of 23 staff positions, including three part-time, two interns, three PACTS staff and two contractual.
 - Salary expense includes an average adjustment of 3% following a salary freeze in FY 2010.
 - Personnel expense including salaries, leave and fringe benefits represents 48% of the total budget.
 - Health insurance increase of 11.48% or \$23,855.

Neal then reviewed some of the programs and initiatives we will be working on over the coming year:

- Lakes Region Planning initiative
- GPCOG will host a third forum on sustainability organized around the theme of "Community."
- Funding support from the Maine Department of Community & Economic Development will provide needed resources to strengthen our economic development services.
- The Brownfields Program moves into its second year with plans to seek additional funding for identification of eligible sites and remediation efforts.
- Continue to assist GPCOG members with Energy Efficiency & Conservation Block Grants and Municipal Energy and Greenhouse Gas Inventories.

- Host Energy Workshops.
- Work with Clean Air/Cool Planet to develop an Energy Reduction Handbook designed to help municipalities guide their energy planning efforts.
- With funding support through Cumberland County's DOE grant, we can more aggressively coordinate the recently established Energy Working Group and the goal of reducing energy dependence and greenhouse gas emissions and developing a Regional Energy Plan.
- With funding support through the Cumberland County CDBG program combined with anonymous contributions, we now have the resources to identify our regional global assets: economic, cultural, and educational, and to develop a dedicated web site to facilitate community, individual and institutional connections.

Ann Thompson then reviewed the budget. A chart showing the revenue by funding source was added at the request of the Steering Committee.

- Regarding Cooperative Purchasing, members don't get billed bid fees except for the salt bid. Nonmembers pay a small fee.
- The recent Bike Rack program was very successful. We went through the first round of funding in no time and we've already got a waiting list for the (possible) second round of funding.
- On/off studies are being done for METRO and South Portland Bus Service.
- CTAAA grant to provide technical assistance to reenergize the Lakes Region Bus Service. We had a commitment from about half the towns to get it going.
- There will be a forum this year – community will be the focus. Funding for this forum will come from our Endowment Fund.
- We will be looking to see if we can improve upon our insurance carrier.
- There is an RFQ out on computer system technical assistance.

Dick Wood moved that the Executive Committee recommend approval of the budget to the General Assembly. Dick Brobst seconded the motion and all were in favor.

4. **Appointment: Cumberland County Public Health Council.** Colleen Hilton distributed information about an upcoming medication collection event. She provided an update about the Health Council; there is currently one vacancy. Neal will be happy to serve until we find a representative. ***Dick Brobst moved approval of Neal Allen serving on the Health Council. Dick Wood seconded the motion and it passed.***
5. **Annual Meeting Update.** The Annual Meeting is scheduled for May 26th from 11:30-1:30 at the USM Glickman Library. Janine Bisailon-Cary from the Maine International Trade Center will serve as the keynote speaker. A list of the candidates for Regional ReCOGnition Awards was distributed.
6. **Adjourn.** The meeting adjourned at 12:55 p.m.