

**ETMD Board of Directors – Minutes**

**Kennebunk Town Hall - Third Floor Conference Rm November 18, 2015 - 8:30 – 10:00 a.m.**

In Attendance:

Bill Reichl, Vice-Chair – Scarborough

Greg Tansley – Secretary – Biddeford

Tad Redway – Arundel

Tom McCallum - S. Berwick

Eric Labelle - Kennebunk

Joe Yuhas – ETA  
Jim Bucar - ETA

John Andrews – ETA  
Carole Brush – ETMD – Executive Director

Meeting called to order at 8:34 AM

1. **Introductions**
2. **Minutes of October 14, 2015**
   * + *Motion to approve Bucar/seconded Yuhas/Unanimous approval*
3. **Financial Priorities**

**Financial Report**

* *Carole – “Everything is on target”.*
* *Carole – The bench has been installed in Biddeford.*
* *Motion to approve Bucar/seconded Redway/Unanimous approval*

**Dues**

* *Carole – Question – do we want to continue to offer membership to communities without the trail at $3,500?*
* *Motion to continue offering at $3,500 – Bucar/seconded Yuhas/Unanimous approval*

**Scarborough Project**

* *Carole –Maine DOT has committed $1.55 million to Scarborough and PACTS 650,000 another $650,000. ETMD/Scarborough/BCM launching fundraising campaign to raise the rest required to complete the project – approximately $800,000 - $900,000*
* *Carole – Question – does ETMD have a problem holding the funds that will be raised as the match to the above until ready to transfer over?*
* *Motion for ETMD to hold the funds Bucar/seconded Redway/Unanimous approval*

**Audit Update**

* *Carole – the 990 RHR Audit is underway and should be completed by the end of the week.*

1. **ETMD Priorities**

**Management Policies & Procedures**

* + - *Carole – Scarborough has had an ongoing ATV issue. The ATV operators have been advised and warned to cease*
    - *Reichl – Flashing lights pole was hit at Black Point Road. Scarborough DPW has temporarily fixed it and are waiting for a new pole.*
    - *Bucar – OOB have replaced the mile markers but with decimals rather than fractions.*
    - *Bucar – OOB – the paving at Cascade Road has helped.*
    - *Carole – Kennebunk/S. Berwick/Wells*
      * *Patrick Adams is to meet with Carole to visit these sections where they intersect roads.*
    - *Carole – Passed out a map of the OOB spur trail.*
    - *Carole – Unitil acknowledged receipt of the CLA (Draft).*

**Future ET planning – Tad / Carole**

* + - * *Carole - Office Space and Storage*
        + *Files must be kept intact*
        + *Ceiling continues to leak*
        + *Current cost is cheap though.*
        + *Outreach and Funding*

*Trail signage – Saco/OOB*

*Examples passed out.*

* + - * *Chambers of Commerce – Carole working with Chambers for mutual no cost honorary membership. Saco-Biddeford approved, OOB looking to approve in January, meeting with Scarborough and South Portland Dec 10, Kennebunk and Wells in January/Feb.*
    - *Trail Maintenance/Repairs* 
      * *Saco – Sandy section by Sweetser (heading north from Thornton Academy) is very problematic and treacherous.*
      * *May no longer be a maintenance issue but more of a Capital Project.*

1. **Other Business** 
   * + *Carole – Passed out Board of Directors list. Get back to Carole with corrections.*
2. **Next Meeting** – December 9, 2015
3. **Adjourn**
   * + *Motion to adjourn Bucar/seconded Redway/Unanimous Approval. Meeting adjourned at 9:38 AM.*

*12-08-15 Minutes submitted by Greg Tansley, edited by Carole Brush*