1. **Call to order** – 9:05 a.m.

2. **Roll call**
   Dan Bacon, David Russell, John Branscom, Jerry Collett, Brian Goldberg, Craig Gorris (absent), Gerard Jalbert (absent), Ed Palmer (absent), Adam Pitcher (absent), Tom Raymond, Doug Roncarati, Stephen Tibbetts

3. **Minutes** - Mr. Raymond made the motion to accept the 1-18-13 minutes as presented. Mr. Russell seconded the motion. The motion was approved unanimously.

4. **Treasurer's Report**
   a. FY2012 Financial Report from the Audit – available on the website

5. **Elect Secretary.** Mr. Russell made the motion to nominate Mr. Collett as Secretary. Mr. Branscom seconded the motion. The motion was approved unanimously.

6. **Technical Advisory Committee Report**
   a. Meeting scheduled for March 27, 3 – 5 p.m. at URS to review the Revised Monitoring Plan.
      - Monitoring data 2010-2012 is being evaluated, and monitoring plan revision recommendations will be provided.
      - The draft plan will be out for review in mid-April; final plan will be available in late May.

7. **Executive Director’s Report**
   a. Soley update – Mr. Soley has until April 2nd to execute his PLA and pay $161,383.42 in overdue fees and late fees
   b. Construction projects
      - Catchment C-08 (Fairchild)
      - Gorham Road/Maine Mall Road
      - Maine Mall
   c. RFP released 3/8 for Stream Modeling Services
   d. website revision – RFP will go out in April or May.
   e. MSBA planting on Blanchette Brook – June 20th (rain date June 25th)
   f. Board appointments – Westbrook public and private seats still need to be appointed; Portland still needs to appoint the nonprofit seat; South Portland still needs to appoint a nonprofit seat.
   g. Logo has been finalized and website revision will incorporate new logo. Logo will be used for stream signage to occur this summer.

8. **Items for board input**
   a. Insurance - professional liability additional insureds – have received input that carriers will not do this - board agreed that this makes sense to remove as a requirement
b. Catchment C-08 (Fairchild) - construction process – board instructed ED to explore RFQ to prequalify contractors

c. RFP timeline – board members signed up as follows:
   • Hydrologic/Hydraulic Modeling – Tom Raymond
   • Gorham Road/Maine Mall Road Engineering – Steve Tibbetts, Dan Bacon & Brian Goldberg
   • Expert Review Panel – Curtis Bohlen & Tom Raymond
   • Monitoring - Curtis Bohlen & Tom Raymond
   • Audit – Curtis – board instructed RFP to be a three year contract
   • C-08 Catchment – construction RFQ – Dave Russell

9. Public Comments.  None

10. Adjourn – 10:38 a.m.