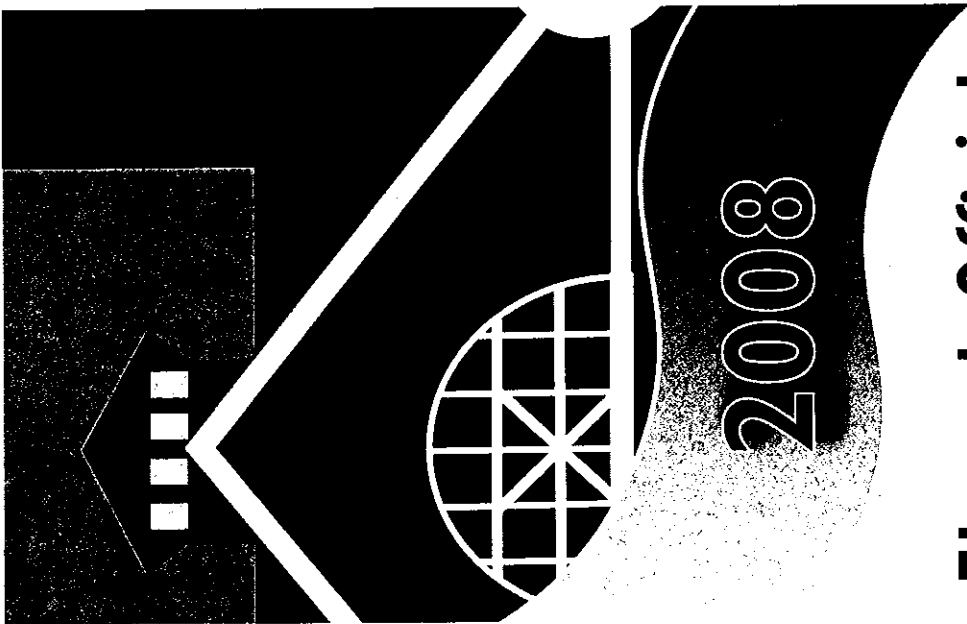


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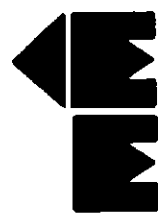
Mr Jeffrey Kobrock
City Manager
City Of Gardiner
6 Church St
Gardiner ME 04345-2112



Elected Officials Workshop

JUNE & DECEMBER


Maine Municipal Association



60 Community Drive
Augusta, Maine 04330
1-800-452-8786
207-623-8428
www.memun.org

MAINE MUNICIPAL ASSOCIATION
60 COMMUNITY DR
AUGUSTA ME 04330

44

 Sponsored By:
Maine Municipal Association

ELECTED OFFICIALS WORKSHOP

Selectmen, Councilors . . .

Here's a chance for elected officials to take advantage of the expertise that the Maine Municipal Association has to offer. This workshop is a "must" for newly elected and veteran officials to attain a better understanding of their role as public officials and stay abreast of ever-changing local government responsibilities and issues. It also provides an excellent forum for networking with local government officials from around the state.

Frequently Asked Questions:

- What meetings are open to the public?
- Can I take a job with the town? Can I hold another town office?
- Can we ignore that pothole?
- Can the Selectmen adopt an ordinance?
- What authority do we have over the school committee?
- Do we need to take minutes of the meetings?
- Do we need an agenda?
- Is a town responsible if someone slips and falls on tax-acquired property?

QUESTIONS/CANCELLATIONS

If you have any questions, or wish to cancel, call the Training & Affiliate Office at 1-800-452-8786 (Augusta area: 623-8428). Notification must be given at least 72 hours before the session begins to obtain a refund (minus a \$10 processing fee). All cancellations are subject to a \$10 administrative fee for processing.

REGISTRATION INFORMATION

You can register on MMA's website @ www.memun.org; fax your registration form to 207-626-5947; or mail the attached form to: MMA, 60 Community Dr., Augusta, ME 04330.

FEE

Newly Elected Officials:
1/2 Price Registration Only: **\$20.00**

Elected Officials!
Registration Fee: **\$40.00**

Fee includes workshop materials and dinner. Participants are encouraged to bring their *Municipal Officers Manual (2000) with Supplement (2004)*, or call Publications at MMA at 1-800-452-8786, ext. 291 to place an order. The manual costs \$40 and there is a \$5 shipping and handling charge for each copy mailed. Supplements can be purchased separately for \$15.00 each (no shipping charge for supplements). Manuals are not included in the cost of registration for the course.

DATES & LOCATIONS

Program – 4:30-8:30 p.m. (all locations)

Bangor: June 17, 2008

Spectacular Events – 395 Griffin Road

Saco: June 18, 2008

Holiday Inn Express – 352 North St off I-95

Bangor: December 3, 2008

Spectacular Events – 395 Griffin Road

Saco: December 4, 2008

Holiday Inn Express – 352 North St off I-95

STORM POLICY

If there is inclement weather, a decision to postpone will be made by 5:00pm the day prior to the workshop. Please call 1-800-452-8786 ext. 297, 296 or 293 after 5:00 p.m. for information. (Augusta area: 623-8428)

2008 Elected Officials Workshop

Please register the following person(s) from _____ for the 2008 Elected Officials Workshop.
(Municipality)

FULL NAME: _____ TITLE: _____ TEL: _____ FEE: \$ _____

EMAIL: _____

FULL NAME: _____ TITLE: _____ TEL: _____ FEE: \$ _____

EMAIL: _____

BILLING ADDRESS: _____ TOTAL AMOUNT: \$ _____

Location: (Circle One) **Bangor – June 17, 2008** Saco – June 18, 2008 Bangor – December 3, 2008 Saco – December 4, 2008

Mail Registration Form to: EOW, Maine Municipal Association, 60 Community Drive, Augusta, ME 04330

Fax form to: 207-626-5947 or register online at www.memun.org

In order to ensure your complete participation, we would appreciate your informing us of any special requirements you may have due to a disability.

MAKE CHECKS PAYABLE TO MMA