

**APA-MA BOARD MEETING
JANUARY 21, 2005 9:30am- NOON
TOWN HALL, DANVERS
MEETING NOTES**

Attendees:

Board Members: Peter Lowitt, Tom Bott, Joe Cosgrove, Richard Doege, Lynn Duncan, Bob Mitchell, Heidi Samokar, and Richard Werbiskis.

Guests: Jarita Sadler, Natalie Shafiroff (students from UMass)

Board Meeting Dates

It was agreed that a schedule of upcoming meetings will be set so that Board members can reserve the dates.

CPTC Update

R. Doege briefed the Board on his first CPTC meeting. At that meeting, discussion focused on the upcoming CPTC conference, which is March 19.

Delegates at National Conference

P. Lowitt will put out a call for three (3) volunteers to serve as the Chapter's three delegates at the national conference. R. Werbiskis volunteered. This year, the delegates will be voting on approving the policy guide on Security Planning. Please forward comments on the draft policy to P. Lowitt and Lyn Billman-Golemme by February 25.

Legislative Update

- B. Mitchell provided an overview of the legislation drafted by DHCD, EOEA and the Office for Commonwealth Development. These agencies have not decided if they will file the legislation. The goal of this draft was to address the most critical parts of LURA. Send feedback to B. Mitchell by the end of next week.
- LURA has been filed and 48 sponsors have signed on. An update on LURA will be held April 6 at Suffolk University. A save the date notice should be posted in the Newsletter.
- In February and March we will prepare the materials for the April Planners Day in the District.

Regional Conference

- The three-state conference committee will hold its first meeting in February.
- Volunteers are needed from Massachusetts to serve on the committee, to be on the programming committee, the special events committee and the fund-raising committee.
- H. Samokar noted that she would be interested in serving in some capacity. She also noted that M. Coolidge may be interested in working on the program committee again.

- It was suggested that P. Lowitt solicit volunteers from the southeast region since they will be closer to the locations of the monthly meetings. He will put out a call for volunteers in the next newsletter.
- P. Lowitt noted that he would like to see each Chapter division submit a session proposal (e.g., transportation, economic development, sustainable development).

MAPC's MetroFuture Project

H. Samokar gave a brief update of MAPC's regional plan project – MetroFuture. She noted that MAPC is seeking volunteers to help facilitate a table at next week's Boston College Citizen Seminar. She noted that the Board may be interested in the tools that MAPC will be using during this project, including tools for disseminating information, modeling growth, visualizing alternative scenarios, and collecting information. MAPC's experience with these tools will hopefully prove helpful as other planners in the state look to use similar tools. She also noted that MetroFuture's Project Director is interested in collaborating with the Chapter on some aspect of the project.

Collaboration with the Center for Rural Massachusetts

CRM has approached P. Lowitt about being a co-sponsor of activities. Currently CRM is developing a program with the Department of Agriculture to work with cranberry farmers since cranberry farms are becoming less economically viable in the state. The CRM will confirm with us in the next month or so. APA-MA will be listed as a co-sponsor.

Chapter Brochure

S. Prather and J. Raitt have researched other chapters' brochures. They will wait until the results of the February 4th meeting before redesigning the brochure.

Regional Updates

- R. Werbiskis reported that the Western Mass. planners met last week. Their next event will be in February at the Holyoke Brewery.
- J. Cosgrove noted that the DEIR for the Urban Ring Phase 2 has been released. P. Lowitt will contact the chapter's transportation liaison about commenting on the project. J. Cosgrove also noted that there will be additional public hearings on the Central Artery Transit Commitments. Also, he will begin looking into a possible social event in Boston for planners in the region.

Announcements/New Business

- R. Werbiskis asked if we could coordinate Mass. attendance at the national conference. P. Lowitt will ask national for an update of Massachusetts registrations so that attendees can coordinate.
- P. Lowitt reminded the Board that we will be forming a FAICP nominating committee soon. He will provide Board members with a list of eligible members.

Approval of December Meeting Notes

The Board moved (Cosgrove/Doege) to approve the December 10 meeting notes. H. Samokar will ask the webmaster to place the approved notes on the chapter web site.

PDO Report

L. Duncan arrived and provided an update on professional development.

- She and Tufts are moving forward with scheduling the AICP training sessions.
- She received the results of the November AICP exam. The passing rate was lower than last time (66%). She noted that only 12 people took the exam and that the national pass rate was also low.

APA-MA/MAPD/CPTC Shared Staff Discussion (see P. Lowitt's notes for more details) (T. Bott arrived)

- MAPD Board members joined the meeting to discuss this issue.
- APA-MA discussed potential tasks that a staff person could undertake. P. Lowitt reviewed an email from P. McDonough which listed numerous tasks including collecting mail, helping to pay bills and make deposits, and help with special mailings. Board members discussed the importance of having someone to manage the membership database and to help with conference planning. P. Lowitt felt that the Chapter could offer \$4,000 to \$5,000 or possibly up to \$7,500 a year for this position. The Board decided that the chapter's budget should be carefully reviewed at a future meeting; P. Lowitt will circulate the budget to the Board. The Board also felt that having staff could open up many more opportunities, but we need to focus first on meeting immediate needs.
- MAPD's staff needs are similar to APA-MA's in terms of conference help. They also felt that a staff person could help seek un-paid dues. While MAPD currently has a surplus, they are concerned about sustaining that surplus and having the money each year for the staff person.
- CPTC has noted that they could likely contribute up to \$4,000.
- We do not have information from the Federation, but they have been invited to the joint meeting.
- P. Lowitt noted that he expects around 20 people to attend the joint meeting. It will be in Northboro from 9:30 to 2:30.