

APA-MA BOARD MEETING
July 14, 2005
9:30am
Northboro Town Offices
MEETING NOTES

Approved 9-21-05

Attendees:

Board Members: Peter Lowitt, Lynn Billman-Golemme, Thomas Bott, Lyn Duncan, Kathy Joubert, Sabine Prather, Steve Sadwick, Heidi Samokar, Shaun Suhoski, and Richard Werbiskis.

Guests: Chris Eaton, S. Bender

Update APA-MA/MAPD/CPTC Shared Staff

P. Lowitt, S. Sadwick, and Diana Krauth of CPTC interviewed applicants for the shared staff position. They expect to offer the position shortly to the lead candidate. They hope to begin training the new staff person later this month.

Based on the recommendation of P. Lowitt and S. Sadwick, the Board moved (Werbiskis/Duncan) to authorize P. Lowitt to make an offer to this candidate. So voted.

Update on Board Election Process

P. Lowitt noted that everything is on track for the summer election. The ballots will be in the next newsletter as an insert, which comes out on August 22. P. Lowitt introduced Chris Eaton, a guest, who is being nominated for the Chapter Treasurer. C. Eaton comes from Oregon, where she served on its Chapter Board.

Currently the Secretary/Treasurer is still a combined position in the by-laws. The Chapter membership will be asked to support a by-law change to separate these positions at the Chapter meeting in November. The Board decided that the ballot will nominate H. Samokar as Secretary, with a footnote that this is pending based on the by-law change.

FAICP Nomination Update

P. Lowitt noted that paperwork preparation is underway for the two board-supported nominations.

Legislative Update

P. Lowitt and S. Sadwick summarized the hearing on the Land Use Reform Act (LURA). P. Lowitt informed the board that the lobbyist hired by the ZRWG with a grant from the Board will be meeting with the ZRWG on Wednesday. The Board reiterated the need for Board members to be at this meeting.

After discussion, the Board moved (Lowitt/Werbiskis) that if necessary to help pass LURA, the Board concurs with eliminating changes to the Dover Amendment. The motion passed.

The Board moved to establish the oversight committee for the lobbyist's activities, with P. Lowitt, S. Sadwick, and L. Billman-Golemme serving on the committee (Lowitt/Billman-Golemme). The motion passed.

L. Billman-Golemme asked the Board if it would like to remain a member of the Environmental Collaborative, which costs \$250/year. The Board moved (Lowitt/Joubert) to continue its membership. The Board briefly discussed activities of the Collaborative. The motion passed.

[S. Bender arrived and was introduced]

Discussion of Smart Growth Alliance

The Board discussed opportunities for the Chapter to become involved in activities of the Smart Growth Alliance. The SGA will be holding a meeting in central Mass. next week. The Board decided a Board member should attend that meeting to listen and report back to the Board at the next meeting. At that point, the Board will decide if it wishes to pursue a more formal relationship with the SGA.

State Transportation Plan Comment Letter

P. Lowitt had distributed a draft comment letter to the board written by a number of entities including the Conservation Law Foundation. APA-MA has been asked to co-sign the letter. After discussion, the board moved to authorize P. Lowitt to sign a final version of the letter, if the letter is amended to reflect that the State has begun a public input process and if the letter addresses other comments that the Board may have as it reviews the plan (Samokar/Suhoski). So voted. S. Suhoski volunteered to review the plan over the next few weeks and forward comments to P. Lowitt for consideration.

Regional Conference

H. Samokar noted that preliminary numbers from the Treasurer indicate that the 2004 conference was a loss (-\$1,834.31). She distributed a spreadsheet showing the numbers. She raised concern that past conferences have provided a \$6,000 to \$8,000 profit, so the "loss" is much larger than the \$1,800. She will continue to work with RI and CT to determine each Chapter's share of the loss.

The 2005 Newport Conference Registration flyer will be mailed out in late August. Each Chapter will be billed for its share of the mailing.

The proposed conference schedule will try something different this year with Chapter meetings. Chapter meetings will be held during lunch on Friday. Hopefully, this approach will increase attendance at the meetings.

Lastly, the Fundraising Committee has obtained Citizen's Bank as a sponsor. This signals a positive start to conference fundraising efforts.

Newsletter Software Request

S. Prather noted that she now works on the newsletter from her home computer, which does not have the appropriate software for newsletter work. The Board moved (Lowitt/Duncan) to reimburse S. Prather for the purchase of Microsoft Office software. So voted.

Chapter Brochure

S. Prather asked for guidance as to the format of the new brochure – simple or with pockets for inserts? The Board felt it would be best to keep it simple. She will send a draft of the brochure for the Board's review prior to Labor Day. She reminded the Board that she still needs photos.

Request for Funds for Planning Events

The Board has received funding requests for two events:

- Congress for New Urbanism will be holding a charette workshop, with the National Charette Institute.
- MIT has asked for funding to hold a free event this fall regarding the Supreme Court eminent domain decision.

The Board moved (Werbiskis/Suhoski) to provide \$500 to CNU and up to \$1,000 for the MIT event. The motion passed.

Report from PDO

L. Duncan announced that the Massachusetts had a pass rate of 80% on the May AICP exam – this is commendable, since the national pass rate was 66%. She will be sending out evaluation forms for the AICP training course. The Board discussed ways to encourage new AICP members to become active in the Chapter. P. Lowitt will work with L. Duncan to send out congratulation letters and to invite participation in Chapter activities.

CPTC Update

P. Lowitt noted that this Board position is now vacant since R. Doege is moving to Washington, D.C. Mr. Bender is interested in this spot.

Report from Committees and Regional Representatives

- Economic Development Committee -- S. Suhoski noted that he had sent CDBG updates via email over the past month.
- MAPD – MAPD will be meeting in August. P. Lowitt suggested that the holiday lunch committee begin planning for that event. The APA-MA awards form will be sent out in the September newsletter.
- Western Mass. – R. Werbiskis noted that the bi-monthly lunches are on hiatus during the summer months. He is working on potential programs for the fall and expects to have a luncheon with planners and building commissioners.

- Southeastern Mass. – T. Bott has been collecting ideas for possible planner forums.
- Central Mass. – No update.

Approval of 5/17/05 Meeting Notes

The Board moved and seconded (Sadwick/Werbiskis) to approve the May 17, 2005 meeting notes with the addition of Ashraf Jan's name in the blank under the FAICP Nomination section.

Other Announcements / New Business

P. Lowitt received a request that APA-MA assist with bringing together planners and public health officials. H. Samokar suggested that it might be worthwhile to ask a foundation with interest in both realms to offer assistance. She agreed to follow up on this matter.

P. Lowitt reminded the Board that the Building Energy 2006 Conference is in Boston in March and the Green Roofs for Healthy Cities is in Boston in May 2006. He is actively involved in both conferences and in the future, the Board may be asked to provide financial contributions.

P. Lowitt suggested that the Board also discuss ways to engage academic institutions in Chapter activities.

Next Meeting Date

September 21, 9:30AM-12:30PM Board Meeting. Wednesday in Northboro

October 19, 9:30 AM-12:30 PM Board Meeting. Wednesday in Northboro

Heidi Samokar, AICP
Acting Secretary