

**APA New York Upstate Chapter Executive Board Meeting  
Friday, January 15, 2010  
10:30AM-3:00PM  
Town of DeWitt Office Building  
Meeting Summary**

**Participants:**

Judy Breselor	Joe Donnelly
Gary Palumbo	Elaine Jardine
Leigh Whyte	Gail Domin
Doug Greene	Diane Carlton
Mike Kayes	Ellen Parker
Andrew Raus	Stephen Iachetta
Mark Castiglione	Sandy Misiewicz
Jean Waterbury	John Steinmetz
Nicholas Bruno	Tanya Zwahlen

**1. Roll Call and Introductions**

Judy Breselor called the meeting to order at 10:38AM.

**2. Approval of 11/20/09 Meeting Minutes**

**Gary Palumbo made a motion to approve the minutes from 11/20/09. The motion was seconded by Doug Greene. The minutes were approved unanimously.**

**3. NY Upstate APA Web Site**

Judy Breselor welcomed Jean Waterbury, who has been webmaster for the NY Upstate APA site for eight years. She is interested in revamping the web site. Jean is willing to continue to update it, but the web site needs a new design. A subcommittee, consisting of Mark Castiglione and Andy Raus, was formed to develop architecture, scope and send out additional requests for quotes by March 1<sup>st</sup>. The committee also will research whether or not National APA can assist with the update, and if graduate students or another consultant can help. The committee will make a recommendation, and the board will make a decision on this action at the March 2010 meeting.

**4. Officers' Reports**

**A. President**

i. Judy Breselor proposed that the 2010 Meeting Schedule be as follows:

January 15, 2010	DeWitt Town Hall
March 19, 2010	DeWitt Town Hall or teleconference
May 21, 2010	DeWitt Town Hall or teleconference
July 16, 2010	DeWitt Town Hall or teleconference
September 29, 2010	Conference Center at Niagara Falls (Chapter Conference)
November TBD	University at Albany

The Chapter will send a thank you note to DeWitt for letting the Board use the room.

## **ii. Staff Consultant Contract**

Tanya Zwahlen was asked to leave. The group discussed Tanya's proposed contract for 2010. **Steve Iachetta made a motion to accept Tanya's contract for 2010. The motion was seconded by Gary Palumbo. All voted in favor of the motion.**

## **iii. Chapter Dues**

The group discussed the need for increasing chapter dues in 2010, in light of National APA reducing the amount of revenue back to the Chapter (see Treasurer's report). Additional options to raise funds for the Chapter would be to increase the cost of attendance at the conferences or increase the number of participants at the conference.

## **iv. APA Legislative Policy Committee**

Judy provided an update on the APA Legislative Policy Committee. There was a discussion regarding nominations of Legislator of the Year by the National APA.

## **v. Newsletter:**

Volume 24 Issue 3 of the newsletter was emailed to the membership in early January. It was well received. Tanya developed the layout and design of the newsletter. The group agreed that Tanya should continue to provide layout for the newsletter in 2010. **Elaine Jardine made a motion to reduce the number of newsletters from four to three per year. Sandy Misiewicz seconded the motion. All voted in favor.**

Tanya will develop a schedule for 2010 newsletters and send to Jean to post on the web site.. The Board will ask the schools to submit articles. SUNY Albany will be the first to submit in 2010. Joseph Donnelly will be the point person for this article. The first newsletter of 2010 also will contain reports by officers. These should be sent to Tanya by Friday, January 29, 2010. The second newsletter of the year will focus on the fall conference in Niagara Falls. Andy Raus suggested that the newsletter carry forth a theme in each issue throughout the year, such as wind, gas drilling or other growing issues in New York State.

## **vi. 2010 Elections**

The group reviewed a list of term limited positions. The December 2009 newsletter included a call to members to contact Judy if they are interested in serving on the board. Gary Palumbo and Steve Iachetta will serve on the Chapter nominating committee. They will report status at the March meeting. National APA will assist with the election.

## **B. Vice-President**

### **i. 2010 Conference Update**

The 2010 conference will be held September 22-24<sup>th</sup> at the Niagara Falls Conference Center. The budget will be available for review by the Board in March.

At the 2009 conference, student registration was fixed at \$50. The group discussed whether or not there should be a student subsidy at the 2010. Gary will update the Board in March on the cost of

student registration fee without a subsidy. Students working at the conference will be given free registrations.

Gary presented the draft conference schedule to the Board. Sessions will run Wednesday afternoon through Friday morning. The keynote address will be Thursday morning. Dr. Samina Raja and Tom Desantis are working on the key note speaker. The new members of the Chapter Executive Board will be introduced before the keynote at the annual meeting breakfast. There may be a social event on Friday afternoon.

Gary will send Tanya the call for presentations in early February. Tanya will reach out to the FAICPs to see if they can be involved in any way. Ellen Parker will research the ability to receive approval for ASLA and AIA continuing education credits for the sessions.

#### **ii. 2011 Conference.**

Tanya and Justin will begin working together to plan the 2011 conference in the Central New York Section.

#### **iii. Awards**

The group discussed whether or not consulting firms within the Chapter should be able to submit an application for an award for a project which took place outside of the Chapter. Tanya and Judy to research what other Chapters have done on this issue. There was some discussion about whether the purpose of the award is to recognize the people who do the work or the municipality in which the work was done. There is also the need to consider submittals by out-of-chapter firms doing local work.

#### **iv. Krasner**

In 2009, the Western New York raised \$1,620 for the Krasner Scholarship through fundraising at the section meeting and through the basket raffle at the conference. A check will be forthcoming.

### **C. Treasurer**

#### **i. 2009 Chapter Year End**

Sandy Misiewicz provided an update on the Chapter finances. Sandy and Tanya to confirm with George the status of advertising funding for 2009. The Chapter gave the WNY Section an advance deposit for the 2010 conference.

#### **ii. 2010 Budget Proposal**

National APA is cutting the Chapter rebate by 17.3%. The 2010 budget reflects a status quo, except for an increase in Tanya's contract. The cost of redesigning the web site is not reflected in the budget. The 2010 budget anticipates a \$10,000 deficit. The fund balance is \$52,000 currently. This year, the Board will consider increasing memberships and advertising revenue. The Board established a subcommittee of Sandy, Elaine and Judy to look at membership dues, annual sponsorships, the impact of a \$5 or \$10 increase in chapter dues, chapter-only memberships, advertising on the web site and the effects of the end of the first CM reporting period on membership. The committee will talk to other chapters about what other chapters are doing.

**Mark Castiglione made a motion to accept proposed budget as written. Steve Iachetta seconded the motion. All voted in favor.**

**D. Secretary**

No report.

**E. Professional Development Officer**

Ellen Parker reported that APA just ended the first two year cycle for Certification Maintenance. Approximately 58% of AICP members have met the CM requirement. Another 11% are almost there and 8% have between half to three-quarters of their credits. Very few (8%) of AICP/APA members who have tracked at least one credit have less than 50% of credits. Approximately 16% (34 members) have logged no credits.

The new study guide for AICP was ordered. Nationally, more people are taking the AICP exam. In Upstate NY, the number of applicants remains steady.

**F. Director of Legislative Affairs**

Doug Greene attended the December Empire State Futures meeting and the Smart Growth Cabinet meeting in January. Summaries of both meetings are attached as Appendix A. The group agreed to continue to work with Empire State Futures in 2010, to help connect APA with statewide partners. Sandy suggested that Doug get involved in the New York Climate Change Council, chaired by Paul Buyer (<http://www.nyclimatechange.us/>).

Senator Aubertine, Chair of the Agriculture Committee, recently sent a newsletter discussing the introduction of a fair labor bill, which would mandate farmers to pay high prevailing wages. Concerned the bill would burden small farmers, Doug has emailed Senator Aubertine to discuss the issue.

Doug will be making an APA business card. **Gary made a motion that Doug create APA business cards. Gail Domin seconded the motion. The motion was approved unanimously.**

**G. Membership Officer**

No report.

**H. Education Officer**

Andy Raus reported that there will be three meeting with the New York State planning schools in 2010.

March 18 <sup>th</sup>	SUNY Albany
April 15 <sup>th</sup>	Cornell
May 6 <sup>th</sup>	SUNY Buffalo

Judy asked Andy to touch base with the student reps every few weeks and gain an understanding of any issues they have. There was discussion about how many representatives sit on the Chapter Board (versus the Section Boards). There are three representatives for the Chapter Board –

Danielle Rovillo (UB), Joe Donnelly (Albany). After the board meeting, Tanya confirmed that the new Cornell representative is Sueaee Shin and she can be reached at ss2459@cornell.edu.

#### **I. Public Relations Officer**

Diane Carlton reported that the electronic copy of newsletter is out.

#### **J. Member at Large**

Mark Castiglione reported that the Young Planners received a good response to the event they hosted in Buffalo. The next event will take place in Albany. Mark also will be working on the web site redesign in the coming months. He requested approval to purchase a banner for APA events. **Steve Iachetta made a motion that Mark may spend \$300 on an APA banner. The motion was seconded by Elaine Jardine and approved unanimously.**

#### **K. Planning Official Development Officer**

Mike Kayes reported that the New York Planning Federation elected new officers and has adopted an ambition new strategic plan. The board is happy with what's happening.

#### **J. County Planning Director's Liaison**

Elaine Jardine reported that the NYS Association of County Planning Directors has not met since August.

#### **K. Canadian Officer**

Leigh Whyte reported that the OPPI fall conference and symposium will take place on October 27-28 2010 in Guelf, Ontario. The theme is Healthy Communities and Planning for Food. OPPI will also sponsor Rural Town Planning day in November in Montreal.

The OPPI by-law amendment to remove residency requirement passed at the annual meeting in the fall. A vote to increase OPPI dues did not pass.

### **5. Section Directors' Reports**

#### **A. Capital District**

Steve Iachetta reported that CDPA is sponsoring student and professional planning event mixer. CDPA intends to reenergize monthly programs for professional development and networking. In 2010, there will be 10 luncheon programs, including sessions on how to support wind farms, how to address economic impacts of energy oil prices, air quality conformity and historic preservation. CDPA is also sponsoring 7-8 students at the National APA conference in New Orleans.

#### **B. CNY**

No report.

#### **C. G/FL**

No report.

**D. Southern Tier**

Frank Evangelisti is now Acting Commissioner of Planning and Economic Development of Broome County. Gail Domin will be representing the Souther Tier Section for APA. The Section is hosting a 2010 webinar series. Gail will send the schedule once it is developed.

**E. WNY**

Gary Palumbo reported on behalf of Richard Guarino. Since last meeting at UB, the Section hosted a student professional mixer. It was very successful. Dr. Samina Raja has been instrumental in establishing a strong connection between UB and the Section.

The Executive Committee will be focusing its time and resources on the 2010 Chapter conference and buying fewer of the APA AICP webcasts. However, they are co-sponsoring the 2010 Clarkson Lecture with Donald Shoup at UB on January 27<sup>th</sup>.

**6. Student Representatives**

**A. SUNY-Albany**

Joe Donnelly will submit an article for the Upstate Planner regarding the work that 12-15 students at SUNY Albany have been doing for the City of Albany's Comprehensive Plan Update.

Tanya will connect the three planning student representatives by email so they can communicate with one another.

Joe will also investigate the opportunity for SUNY Albany students to update the NY Upstate Chapter APA web site.

**8. Adjournment**

**Gary Palumbo made a motion to adjourn at 3:00PM. Doug Green seconded the motion. All voted in favor.**

**Appendix A:  
Director of Legislative Affairs Report:  
January 15, 2010**

Doug Greene attended the following meetings:

Empire State Futures meeting held on December 14 in Albany to discuss their 2010 Legislative Agenda.

I attended a meeting called by Peter Fleischer, Executive Director of Empire State Future (ESF). The main purpose of the meeting was to discuss ESF's legislative agenda. The following items were listed:

1. Smart Growth Public Infrastructure Priority Act (A-8011/ S-5560)
2. Complete Streets (A-5711)
3. Brownfield Opportunity Area (Legislation in draft stage)
4. EPF Protection Fund \$\$- (ongoing issue)
5. Capital Funds for Water/Sewer (ongoing issue)
6. Transportation Funding: NYSDOT, MTA, Transit Oriented Design TOD
7. Funding for Affordable /Workplace Housing
8. Reform for MPO Process
9. New State Agency partnership: DOT-DEC-OCR

Also discussed was an ongoing task force evaluation of the DEC SEQR process in Region 3.

Also in attendance were representatives from NY League of Conservation Voters, Audubon and Scenic Hudson. Doug Greene said he would forward this agenda to the Executive Board of the Upstate APA.

I also attended a Smart Growth Cabinet meeting, which was held at the Capital Building on January 12, 2010.

The Cabinet's agenda was:

1. **Walkable/ Bikeable Communities (“Complete Streets”)** Mike Burgess from the NYS Office of Aging discussed their program ‘Livable Communities’, which has a focus of keeping the growing, older population in the community where they currently live. The program specifically identified half of their program elements were Smart Growth principles. Also, a representative from AARP spoke about the Complete Streets program and how important this is to seniors who still need to “get around”.
2. **Governor’s Sustainable Neighborhoods Project** A representative from Division of Housing and Community Renewal spoke about this new initiative just released by the Governor at his State of the State address last week. He said his Division was going to work with NYS Economic Development folks to begin this creating a work plan. Buffalo was mentioned as a pilot project as it has 23,000 vacant housing units.
3. **First Regional Smart Growth Cabinet Meeting-** the Co-Chair mentioned that a first ever Regional Smart Growth Cabinet meeting was being planned sometime in the future, somewhere in the Hudson Valley.

4. **“Spotlight Communities Update-** South Bronx- A representative from the DOS briefly discussed a Brownfield Opportunity Areas grant project in the South Bronx.
5. **TOD Working Group Update-** Yonkers Daylighting Project- A presentation was made highlighting a unique project in Yonkers, NY where portions of the Saw Mill River would be daylighted, or taken out of a 100 year-old underground piping system and convert a 150 space surface parking lot into a eco-friendly park, encircled by transit facilities and new retail businesses. The project is expected to generate large investments in housing and retail space.
6. **Public Comment Period-** I was given a chance to speak to the Cabinet and made the following comments.

I thanked the SG Cabinet for giving me a chance to introduce myself as the Director of Legislative Affairs for the Upstate Chapter of the American Planning Association. We represent over 900 professional planners from Villages, Towns, Counties and Regional Planning Municipalities, Agencies and private planning firms. The APA is committed to **“Making Great Communities Happen”**.

I spoke of the partnership with Empire State Future and our desire to work with the Smart Growth Cabinet and hoped they would look to the Upstate APA for technical and planning support and advice. We have been working with Empire State Future on a Legislative Agenda and we particularly were interested in the Smart Growth Public Infrastructure Priority Act. I stressed that it was important that the States’ dwindling funding be used for infrastructure support in existing areas and by communities that endorse Smart Growth principles and not for developing green field development.

Both Montgomery County, where I work and the rest of Upstate New York, small Municipalities and Counties don’t have the resources to update or create comprehensive plans, as was the case in the 60’s and 70’s. Grant funding is needed to help Upstate prepare for our futures.

The Department of Agriculture and Markets is currently not being represented on the Smart Growth Cabinet and I encouraged they consider adding them. Planners recognize that keeping development directed towards existing developed areas depends on a strong agricultural economy.