

MEETING MINUTES
New Jersey Chapter – American Planning Association
Executive Committee Meeting
Friday, February 16, 2007
Bloustein School, New Brunswick NJ
Room 556, 2:30 PM

In Attendance: Carlos Rodrigues, Vito Gallo, Michael E. Levine, Jeffrey Perlman, Michael Powell, Kelly Sander, Maura McManimon Fennessy, Charles Latini, Courtenay Mercer, Thomas Thatcher, Rebecca Hersh

Attending via speakerphone: Jenn Senick, Tara Paxton

Absent: Robert Cotter, Scott Bauman, Linda Wills, Carrie McCarthy

Approval of February 2007 Meeting Agenda

- Motion to approve the agenda; all in favor

Approval of June 2006 and September 2006 Minutes

The executive committee decided to withhold approving the minutes pending a review by the executive committee.

Issue Reports:

Roundtable Discussion/COAH rules: Mr. Gallo reported that it appears that there not be a commitment from COAH to participate in the roundtable discussion. Mr. Gallo participated in a meeting with the DCA Commissioner, Over 200 municipalities are carrying over their round 2 obligations into the 3rd round, and they need guidance. The Planning Director at COAH recommended that the Chapter not proceed with the roundtable discussion, as it might mislead people. It was recommend that the chapter wait until guidance was released by COAH. Mr. Gallo reported that he impressed upon COAH officials that NJAPA is the perfect venue by which to disseminate guidance to municipalities throughout the state. According to Mr. Gallo who met with COAH officials on Wednesday, COAH's current position is to not participate in the forum. None-the-less, Mr. Gallo has continued to lobby COAH into participating. He is expecting a call from COAH and asked the executive committee to delay any decision on holding the workshop till the end of the meeting. Mr Gallo continued by saying that Stuart Meck, the Director of Governmental Services, is a co-sponsor of this planned event. However, Stuart Meck, the Director, is in the hospital. Shirley Bishop, expressed an interest in participating in the panel, but cautioned the NJAPA to not use the roundtable discussion for re-litigating the case. Mr. Gallo relayed the sentiments of Mr. Meck, who stated to Mr. Gallo that if COAH would not participate, then the Chapter should not hold the forum. Mr. Gallo stated that indeed, this puts the chapter in a position of having to make a quick decision on whether to conitnue with the roundtable event. Mr. Gallo also added that the DCA Commissioner has promised guidance by the end of next week, February 23rd. Mr. Rodrigues commented that COAH has appealed the court decision as well as one of the litigants. Mr. Rogrigues asked when would people know if the State Supreme Court would hear the case. Mr. Gallo stated that from he has been told, the State Supreme Court will decide within 5 weeks.

Mr. Powell suggested that maybe it is too early to have the roundtable on the 23rd. Mr. Gallo relied that the idea of the roundtable was to have small group of professionals convene to discuss what should be done in light of the court decision. Mr. Gallo also stated that Stuart Meck has proposed a number of dates and that February 23rd was a date when the Special Events Forum was available.

Mr. Levine said that the event has already been advertised in the newsletter and on the website. Ms. Hersh asked if the chapter could wait until Tuesday before canceling the event. Mr. Levine asked are we canceling or delaying the event. Mr. Gallo stated that we should only delay it. Mr. Rodrigues added that he would not like to reschedule the event without a date. Mr. Rodrigues commented that his idea of the roundtable was not that it would be a place where professionals would have answers, but rather as an

opportunity to have a discussion. This would not require waiting until COAH gets its house in order. Mr. Rodrigues stated that if Stuart Meck is in the hospital, we would lose a speaker, but that we would have other speakers. Mr. Gallo replied that Shirley Bishop and Jeffrey Meiser would rather not participate if COAH won't. Ms. Mercer added that from what she has heard, COAH does not have a problem with participating, but needs to get things together first. Ms. Paxton agreed with Mr. Rodrigues, and recommended that the forum be framed as part of on-going process & dialogue. Mr. Rodrigues stated that to cancel would suggest that the chapter was being passive. Ms. Hersh agreed. Ms. Mercer said that the chapter should check first with COAH to ensure that feathers would not be ruffled if the chapter proceeded with the forum. Mr. Gallo replied that he believed it would irritate COAH. Mr. Powell recommended that the chapter go forward with the forum anyway. Mr. Levine stated that it appears that the Center for Governmental Services has taken the position that if COAH won't participate, then neither will CGS, and they will withdraw their co-sponsorship. Mr. Powell replied then that is a different story. Mr. Latini asked that if CGS and COAH Don't participate, then why even hold the roundtable forum. Mr. Latini added that it could not hurt to delay the event for several weeks. Mr. Powell and Mr. Rodrigues agreed. Mr. Levine commented that the website should be changed that the event has been canceled with a reminder to check back for a new date. Mr. Levine added that members should be notified by email of the cancellation. Mr. Gallo offered to draft some language to place on the website.

National APA Conference/Host Reception:

Ms. Paxton reported that the contracts to host the event have been signed. Deposits have been placed for the Aquarium, the shuttle buses, and Aramark for bar and food. So far, between \$10-14,000 have been, with the total cost of the event to approach \$30,000. Mr. Levine reported that the remaining balance must be paid by April. Mr. Latini stated the Bloustein contributed \$1,000. Mr. Levine asked if Mr. Latini would be responsible for sending thank-you cards. Mr. Latini replied affirmatively. Mr. Rodrigues announced that the total amount raised for the event is now \$3,000, and this is prior to anyone making phone calls. Mr. Latini stated that Heyer/Gruel have made a commitment as well as Wallace/Roberts/Todd. Mr. Levine added that the solicitation letters were sent out more than 10 days ago, and that it is time for follow-up calls. Mr. Rodrigues asked what the strategy was for this. Ms. Paxton asked how much money does that chapter want to raise. Mr. Latini answered that the cost of the event is the goal. Mr. Rodrigues added that if the goal should exceed what the costs are, and encouraged people to review the list and make calls. Ms. Paxton recommended that a committee be formed. Mr. Latini stated that everyone should be fundraising. Ms. Mercer reminded the executive committee about the restrictions placed on public employees. Mr. Latini answered that at least the government employees should provide the names to those who could pick up the phone and make calls. Mr. Rodrigues asked who would chair this committee. Mr. Latini volunteered. Mr. Levine stated that the immediate goal would be to raise \$30,000 by April 1st. Ms. Mercer asked if we could do a 50/50 at the reception as yet an additional fundraising tool. Executive committee members questioned whether a raffle license would be required. Mr. Powell recommended that executive members who could make calls meet next Friday to make them. Mr. Powell stated that the committee report back at the next meeting. The executive could then decide on whether to authorize the payment on the balance on the event due in April. Mr. Powell stated that the chapter website place the advertisement of the reception on the very top of the website, regardless of new postings. Mr. Levine will make sure this happens.

President Elect Report: Ms. Mercer

Ms. Mercer distributed the petition for day rates for the National Conference to the NY and Delaware chapters for their support. Ms. Mercer asked if Mr. Levine would provide her with the chapter letterhead. Mr. Levine replied that he would. Ms. Mercer announced that a defacto one-day rate of \$350 is available at the conference, but National does not advertise this. Ms. Paxton added that if you hosting a mobile workshop, you receive conference registration free of charge.

Ms. Senick joined the executive committee be speakerphone.

Conflict of Interest: Maura McManimon

Maura McManimon and Linda Wills drafted a conflict of interest policy. The proposed policy sets forth standards of conduct applicable to all members of the executive committee. Ms. Senick asked that what

was missing from the National APA guidelines that we need to draft a policy. Ms. McManimon replied that National APA does not have provisions to prevent conflicts of interest for participants who work for non-profit organizations. Ms. Senick recommended that an attorney should review the policy before adoption. Ms. McManimon stated that she knows several attorneys who could look at it. Mr. Rodrigues asked if this new policy would be adopted by amending the bylaws and policy? Mr. Levine answered that the policy need be adopted by only the executive committee, whereas a bylaw amendment must be adopted by the entire membership.

Redevelopment Committee Report: Mr. Rodrigues commented that the committee has been active. The urgency surrounding the issue has abated a bit as the bills in the legislature have lost some momentum. Moreover, there are no deadlines for the legislature to move the bill. The committee plans to meet next week and finish changes to the bill being worked on and will then send it out to the broader audience to review. The Redevelopment Committee has given up trying to amend the existing bill in the legislature, and instead went back to the current law and are making the appropriate changes. Once completed, the committee will look for sponsorship in the state legislature. The committee is hoping to co-sponsor this with the League of Municipalities. Mr. Latini said that the approach makes sense, that being to look at the existing bill and amend accordingly. Mr. Rodrigues added that some urban mayors have come to realize that these bills will hurt their cities. Mr. Latini said that it seems like some of the issues deal with the process, such as notice and compensation. Mr. Latini stated that relocation should be treated as a separate issue. Mr. Rodrigues agreed, and added that the committee is disaggregating the Redevelopment and Compensation law and treating them as separate issues. Mr. Rodrigues stated that the position statement adopted by the Executive Committee last year. Mr. Powell brought up the Paulsboro Case and asked what is going on. Mr. Rodrigues answered that the State Supreme Court has decided to hear the case. He asked if the National APA would write an Amicus Curie on chapter's behalf but has not heard back. Ms. McManimon asked what the suit is about. Mr. Rodrigues replied that the issue is a eminent domain case on a property deemed underutilized.

Ms. Paxton signed off speakerphone

Mr. Powell asked why doesn't the chapter have a housing committee? Mr. Powell was wondering why, in a Mount Laurel doctrine state, there is no standing committee. Mr. Gallo offered to work on this committee should it be established. Mr. Rodrigues answered that he supports the creation of a housing committee, but it needs volunteers! Mr. Levine stated that the President has the authority to establish a committee within the executive committee, subject to approval from the Executive Committee. Mr. Levine continued that the President has the sole authority to appoint a chair of that committee. Mr. Gallo offered his services as chair of this committee. Mr. Powell volunteered to participate on the committee. Mr. Gallo also stated that he would have to step down as the Legislative Chair. Mr. Rodrigues asked if this should be an affordable housing committee, or just a housing committee. Mr. Powell answered that this should be a housing committee. Ms. Senick asked Mr. Powell if he had ideas for green affordable housing. Mr. Gallo recommended that maybe a joint committee is in order. Mr. Powell stated that the two committees could work together to create a policy on affordable green housing.

Mr. Latini made a motion to empanel the housing committee, seconded by Mr. Powell. All in favor

Mr. Rodrigues, exercising his authority as Chapter President, appointed Mr. Gallo as chair of the new Housing Committee.

Mr. Levine recommended that a plaque should be purchased for Brent Barnes for his years of service. It can be presented to him at the host reception. Mr. Levine offered to place the order, with the President's authority. He will call Jack Molenaar to obtain the years of service. long Mr. Barnes has Mr. Powell announced that the NJAPA will donate to the Katrina Fund on behalf of Scott Bauman's celebration of the birth of his new child. Mr. Powell recommended that the monthly executive committee meetings be moved to 2:30PM on a permanent basis. All agreed.

President's Report: Carlos Rodrigues

No additional items to report

Treasurer's Report: Mike Powell

Every outstanding check has been cashed. \$51,000 is currently in the checking account. There is \$15,000 in the CD, and made \$185 thus far. There is also \$24,786 in the savings account, which should be able to pay for the party, should it come to that.

Sustainability Committee: Jenn Senick

Ms. Senick announced that the leadership program is coming along. The first class is planned for this fall. Ms. Senick stated that the development program has been drafted and will be reviewed by an advisory committee. In addition, Ms. Senick is exploring a partnership with PDI. Ms. Senick announced that she is seeking members on the advisory committee. Ms. McManimon offered to participate. Ms. Senick said she would send her the files for review. Mr. Rodrigues asked Ms. Senick to report back to the executive committee on the progress of the program. Ms. Mercer asked if the advisory committee is open to others. Ms. Senick responded that it is. Ms. Mercer will submit names to Ms. Senick, but also asked for information on the leadership program. Mr. Rodrigues asked if the sustainability committee has met yet. Ms. Senick replied that no meeting has yet been held, since she was maternity leave. Mr. Rodrigues recommended that the sustainability committee be included in the Mayor's Committee for a green future. Ms. Senick stated that this is the first statewide meeting scheduled for March 15th. Ms. Senick commented that if anyone wants to be invited, let her know.

Legislative Committee Report: Vito Gallo:

Mr. Gallo raised the Robert's bill on RCA's, which incidentally is the perfect bill to deal with on both the legislative committee and the housing committee. The Robert's bill proposes to do away the RCAs, and instead set aside money for rehabilitation of urban housing. Mr. Rodrigues asked if this bill has a decent chance of being approved. Mr. Gallo responded that the bill has high visibility, but housing advocates have conflicting positions on the bill, with some in favor and some opposed. Mr. Powell added that it depends on the side of the set-aside fund for rehabilitation.

Professional Development Committee: Charles Latini

A date for the PP training will be decided soon. No training session will be scheduled for the AICP, since the National Conference will be holding a training session. None-the-less, prep course materials will still be sent to interested people. Mr. Levine confirmed that he is not receiving any requests for AICP exam training, but is for the PP exam training. Mr. Latini added that the PP training session will likely be a Saturday in April that won't overlap with the National Conference.

Chapter Administrator's Report: Mike Levine

Mr. Levine shared with the executive committee answers to questions posed to National regarding election procedures. National states that the chapter's bylaws need to be examined for whether it requires mail ballot. The NJAPA bylaws mandate mail elections. Therefore, there will not be electronic ballots in time for the next election. Mr. Levine stated that electronic voting could reduce the cost to administer elections by up to \$2,200. Mr. Levine also received a reply from National regarding local membership, and stated that National automatically adds members to their respective state chapter. Mr. Levine announced that membership is up to 1,040. The number of members on the listserve is up to 221. The listserve is rarely used, with only one email sent in the last 3 months. The Blast email is up to 919 members. Books are still selling, with 815 Redevelopment Handbooks sold thus far and 477 Complete Guide to Planning. Mr. Levine

Secretary's Report: Jeffrey Perlman

Mr. Perlman announced that he contacted the New Jersey Chapter of the ASLA and spoke with their President, Mr. Scott Levy. Mr. Perlman invited Mr. Levy to be a guest speaker at our next executive meeting. Mr. Perlman stated that Mr. Scott accepted the invitation and was excited about the opportunity. Mr. Perlman added that he would also reach out the New Jersey AIA chapter and make the same offer to them.

Student Representative Report: Kelly Sander

Ms. Sander commented that the RAPPs is also selling the Redevelopment Handbooks that were donated by the chapter, with 15 sold thus far. Ms. Sander asked for re-imbursement for the conference. Mr. Powell replied that Ms. Sanders should give him the receipt for the registration.

President Elect Report: Courtenay Mercer

Ms. Mercer is scheduling a meeting of the Professional Development Committee. This committee should include the area representatives. The meeting is scheduled an initial meeting for March 16th at 1pm.

NJAPA Bulletin: Rebecca Hersh

Mr. Levine delivered the report on behalf of Ms. Hersh. The e-bulletin has been sent out to the membership. This is the last printing of the bulletin, and scheduled to be mailed sometime next week. Mr. Levine added that since the COAH roundtable is going to be cancelled, he would call the printer to not run off the bulletin until Friday of next week. Eliminating the paper version of the bulletin will save \$2,200/every other month.

Mr. Gallo announced that he drafted the announcement that would be sent to all members and on the website regarding the cancellation of the COAH Roundtable. Mr. Gallo read the announcement to the committee and all approved of the language. Mr. Gallo also recommended that a copy be sent to COAH as well.

Motion to adjourn; all in favor.

Minutes submitted by Jeffrey Perlman