



## Private Practice Edition

### Using Planning Consultants in Lean Times

By Ralph Willmer, AICP

Land use planning efforts do not, nor should they, stop in their tracks whenever a recession hits. Rather, it can be argued that this is the best time for a municipality to plan so that it is ready to address development issues once the recession recedes into the sunset. In fact, this has been my experience as a consulting planner through the previous recessions, while recognizing that this one is more significant than others in recent memory.

During these lean times, hiring a consultant may be beneficial for several reasons:

- When work needs to be started and completed more quickly than staff can do it, especially if staff now has more responsibility due to municipal reorganization.
- Consultants can provide expertise that may not be available in-house.
- Since a consultant does not have local history or “baggage” that a staff person may have, he/she may be better received when providing advice on a controversial project. We can provide “political cover” for the municipal employee on sensitive or difficult assignments.
- Consultants can be more dispassionate and can cite our experiences elsewhere, especially if a new idea is being presented for consideration.

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### Project Spotlight: Metro East Office Park Warwick, RI

By Sheryl Bezak, LEED AP

As planners, we all know the buzzwords ‘green’, ‘sustainable’, ‘reuse’, and ‘LEED’ to name a few. The task in today’s economy is to find viable ways to combine the Green Movement with projects that are financially feasible. Metro East Office Park by Michael Integlia & Company in Warwick, RI is one of those projects.

Locals know Metro Center Boulevard in Warwick, RI for its landscaped streetscape, diverse array of businesses, and as a shortcut between major collector roads.. Within a 1 mile radius is the TF Green Airport, Route 95, and

*cont'd on page 9*



Metro East Office Park (Warwick, RI)

#### Project Team

Developer:  
**MICHAEL INTEGLIA & COMPANY**

Civil Engineer:  
**DIPRETE ENGINEERING**

Architect:  
**VISION 3 ARCHITECTS**

Landscape Architect:  
**GATES, LEIGHTON & ASSOCIATES, INC.**

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## MA PRESIDENT'S MESSAGE

Steven Sadwick, AICP



The National APA Conference in Minneapolis was well attended by the Massachusetts Chapter with approximately 80 members present. We were well represented among those that presented sessions at the conference. The Chapter's grant application was approved by the Chapter Presidents Council and we will shortly begin the process of documenting the

history of professional planning in Massachusetts. We are two years away from the National Conference coming to Boston and the Chapter Board is beginning the preliminary discussions about planning for this conference. A call for volunteers will occur within the next 6-8 months.

On the AICP Certification Maintenance front, the closeout from the first two year reporting cycle closes on December 31, 2009. The Chapter continues to explore opportunities for members to receive their 32 credit hours. The Housing Institute and Mass. Association of Planning Directors' Conference are being held at the beginning of June and provide opportunities for CM credits. Peter Lowitt has identified a number of on-line opportunities for members to receive credit hours (32 hours in total). The Chapter will spend the summer identifying where we can provide training in the Fall for members so that they can meet their requirements. The log-in problems that existed on the National website have been corrected and members are encouraged to log in your credit hours as soon as possible.

By the time this newsletter is sent out, the first hearing on the Community Planning Act and the Land Use Partnership Act will have occurred on May 26, 2009. The Board's position to date has been that we want to keep the land use reform process moving in a positive direction. The Chapter has had a sustained presence at the Zoning Reform Working Group (ZRWG) since its inception. The ZRWG's efforts in bringing forth the Community Planning Act (CPA 2) have been commendable, but have always fallen short of crossing the finish line. The Chapter has also been a member of the Zoning Reform Task Force which provided advisement to Secretary Bialecki in his development of the Land Use Partnership Act. Both pieces of legislation have their individual merits and are now in the legislative phase of development. There is approximately 18 months in this legislative session to work out the differences and refine the language in the bills. It is the Chapter Board's position to remain engaged in the process and ensure that meaningful reform is the end result of this effort. Members of the ZRWG are working with others to find places of mutual agreement in land use reform. The Chapter has opened a dialogue with the Homebuilders Association to create a new model for subdivision guidelines that reflect the latest in smart growth principles instead of the current standards which date back some 30-40 years.

Finally, the Board at its May 29th meeting will be reviewing those members that have responded to the call for filling vacancies on the Board. In the next newsletter, we hope to introduce the membership to the new Board members and welcome everyone's interest in volunteering on behalf of the Chapter.

## RI PRESIDENT'S MESSAGE

Diane Feather, AICP

I recently returned from the National APA Conference in Minneapolis. Given the depressed state of the economy, attendance from Rhode Island members (and nationwide) was significantly down. APA Executive Director **PAUL FARMER** made a presentation to the Chapter President's Council (CPC) on the status of APA and noted that although membership in the organization is down overall (following a period of thirty-three percent growth), the total membership is approximately 44,500 members nationwide. According to Mr. Farmer, membership in the American Institute of Certified Planners (AICP) has remained stable despite the requirements for Certification Maintenance. Ideas for special memberships, suspension of membership related to job loss, and affiliated memberships were all discussed at the leadership meetings and more will be forthcoming.

I was impressed with the City of Minneapolis and



the system of skywalks in particular, and have included some photographs representing the downtown architecture (a blend of historic and new) and outdoor sculpture. One could walk from one section of the city to several blocks away without needing to walk outside at the street level and stay out of the elements, important in Minnesota winters! The architecture and public spaces were varied and of high quality design and materials. It is obvious that a great deal of planning has gone into the development of the City, which has created a walkable, mixed-use downtown with excellent places to work, shop, recreate, and enjoy excellent cultural offerings. I would highly recommend a visit to the City. Congratulations to the local host Committee for a terrific conference experience. APA is offering digital downloads of the conference workshops on website: [www.planning.org](http://www.planning.org).

### AICP Certification Maintenance (CM)

For those with AICP certification, as a reminder, you must accumulate at least 32 hours of CM credits by December 31, 2009, with at least 1.5 of those total hours in law, and 1.5 hours in ethics. Thank you to all those members who e-mailed me with their CM credit numbers. Many have already accumulated near or close to the 32 hours of credits needed for the current reporting period, with some just needing the 1.5 hours in ethics that will be offered this fall at the chapter and regional conference levels. As I have written previously, I believe it is important for the recognition and development of our profession.

### RIAPA and WTS Joint Event

A joint event will be held by RIAPA and WTS-Rhode Island (RI Chapter of Women in Transportation) on Wednesday, June 3rd from 2:45 to 4:30 PM entitled "Connecting Transportation Decision Making with Responsible Land Use". It will be held at the CDM offices, 56 Exchange Terrace. You must reserve a space if attending (space is limited). Contact **ANNE GALBRAITH** at [agalbraith@cox.net](mailto:agalbraith@cox.net) or (401)-644-5861. This event offers 1.5 CM credits.

On Friday, June 26th, RIAPA's Annual Lobsterbake will take place in Narragansett, thanks to **MIKE DELUCA**. Information will be distributed soon. Please plan on attending this purely fun event!



## HELP US HELP YOU!

In our continuing efforts to improve the quality of New England Planning, we are always seeking newsletter content (articles, announcements/events, etc.) written by our members that will be of interest to our readership. Every month there are great stories to tell about planning related issues going on in Massachusetts and Rhode Island—and great stories to tell.

### What about a successful project

that has passed a significant milestone and offers useful tips for other planners?

### What about a new ordinance or regulation

that has been written that deals with a challenge that your colleagues may be facing?

### What about an exciting partnership

that has been forged to increase the achieve the development goals in your municipality?

### What about an announcement

concerning a significant staff change that your colleagues would like to know about?

*In addition, we have identified themes for six of the ten issues this year, including:*

- Diversity in Planning **NOV**
- Planning Roundtable Q&A **DEC**

We hope this year's themes spark your interest in collaborating with your colleagues. See the back page for information on submitting content. The inclusion of photos or graphics is highly recommended. Please limit word count to 1,000–1,500 words.

## Private Practice Observations

By Pamela Sherrill, AICP

During my thirty plus years of experience as a private consultant to public sector clients, the demand for planning services has continually evolved. This article outlines a few of my observations as a planner for four consulting engineering firms in Rhode Island and Massachusetts including my current position as Principal Planner at Pare Corporation in Lincoln, RI.

Planners by inclination and training see the larger picture. Our strengths are in communication with people, and not necessarily in calculations and some of the more specific details. We prepare budget estimates are “for planning purposes” with lots of zeros. In an office of specialists in traffic engineering, site design, geotechnical evaluations, and sewer and water utility design, planners are the generalists, willing to tackle the seemingly more nebulous project requirements dealing with “quality of life,” economic development, walkability, and vibrant community issues.

We know that a picture can save a thousand words and explain both planning and engineering objectives in the universal language of graphics. Planners are also translators, able to explain technical engineering “speak” in terms our mothers and neighbors can understand. We are fearless in speaking to the public. And although we treat each project as if it were in our hometown and do our best to listen and explain respectfully, we typically are not directly burdened by the “morning after” with constituents and the press the way planners on the public side do.

Private planning focus has evolved over thirty years in response to popular culture, environmental considerations, and federal and state regulations. We have had to remain nimble to respond to market demands while remaining true to our planning principles. This change in focus may require a broader vocabulary or additional training to assure that we

continue to be important members of project teams in a consulting engineering office. We can talk kWhs for sustainable wind projects, BTUs for LEED projects, shape files for GIS, National Register eligibility, and Form-based code.

There is another important reason to keep up on training and to assure that we have the needed skills to compete in the marketplace and address emerging trends. Private practice has had to respond to changing federal and state funding streams and regulations. Popular culture helps shape these funding streams in response to current demands to reduce greenhouse gas, support healthy lifestyles, or remediate past environmental contamination.

Good private consultants recognize the value of staff training, and know that a firm’s greatest asset is its staff of skilled and experienced professionals. Certification through AICP helps planners gain respect among Professional Engineers in a consulting office. AICP, however, is but one of the accreditations required to keep us competitive in the private marketplace. Certified charrette planners, LEED accredited professionals, and OSHA 40-hour training are a few of the areas where additional training has been warranted. Many of these programs require that training is updated routinely, either through Certification Maintenance or through annual refreshers. As the marketplace becomes ever more competitive, the edge that staff certifications and training have can help win the project for your team.

Networking is essential in private practice. It not only provides a means to establish contacts with potential clients; it allows you to explore opportunities for professional collaboration on projects before the RFP hits the streets. Over the years, multi-firm teams have become increasingly common as projects become more complex. Get to know people at all levels of an organization. Networking begins early, building

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PRIVATE PRACTICE OBSERVATIONS *cont'd from page 4*

upon relationships with classmates and professors and should continue throughout your career. Outlook contacts, LinkedIn, Facebook, and other professional networking opportunities have definitely replaced the Rolodex!

Over the past thirty years I have worked to continually evolve as a planning professional. This has been both challenging, and refreshing. Each of the skills acquired has enabled me to be a better planner, and a jack-of-all-trades. Where will private planning practice take us in the next thirty years? Stay tuned, be nimble and keep open to new ideas and training opportunities as we continue to serve the public!

*Pamela Sherrill, AICP is a planning consultant at Pare Corporation in Lincoln, RI.*

## ABCs of RFPs & RFQs

*By Allan Hodges, FAICP*

Requests for Qualifications (RFQs) and Proposals (RFPs) from public planning agencies and private companies are the basis of winning work in the planning consulting business. Responding to them can be costly, time consuming but is also necessary part of the consulting business. It is one of those essential skills that is learned on the job rather than in planning program. Following is a checklist that consultants can/should use to unravel the nuances of responding to RFQs and RFPs.

### WIN, PLACE OR SHOW

#### Can you win?

You can win because you know the proposed project and the players, and you have the right skills. You have the time and personnel. You are confident of

*cont'd on page 6*



## MASSACHUSETTS HOUSING INSTITUTE

JUNE 9-10 CM|IO.5

Top development, housing professionals and design experts from around the state will be the featured speakers at the third annual Massachusetts Housing Institute for local officials.

Sponsored by the Massachusetts Housing Partnership (MHP), the event will take place on Tuesday and Wednesday, June 9-10, at the Marriott Spring Hill Suites and Conference Center at Devens, Massachusetts.

The two-day intensive workshop is designed for local officials, planners, housing committees, community preservation committees, housing trusts, and others who are working to provide housing options for their community.

Topics that will be covered during the workshop include financial feasibility, architectural design, finding the right developer and meeting community housing needs. The cost to attend is \$125 per participant and includes meals. Need based scholarships will be made available and we are committed to including all community members who are interested in participating.

To sign-up for this year's Housing Institute or for more information contact MHP's **DINA VARGO** at 617-330-9944 ext. 260 or at [dvargo@mhp.net](mailto:dvargo@mhp.net)

To see the conference program and description of sessions and speakers go to: [Mass. Housing Institute](http://Mass.HousingInstitute.com).







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developing a clear and memorable message within your proposal that will leave a strong impression on your client. You want it: respond.

You won't win if the competition has done its homework and they have the right set of skills and you don't. Don't respond.

### **Do you know the project?**

Yes. You wrote the scope of work because you know the project based on field inspection and dialogue with the potential client prior to release of the RFQ or RFP. You may have even given the agency the idea to pursue this effort. They may have asked you to draft a scope for them.

If the answer is no, it's too late. By the time a RFQ or RFP is issued, the agency has probably been approached by other firms. If it is a surprise; forget it.

### **Are you the right firm for the job?**

Yes, you are the best person/firm to do the work. Your understanding of the project, skills, personnel and project experience are the right matches with the pursuit objectives.

No: you are not a good fit. Do you really have the right set of skills to do the work? Even so, does the agency think you don't have them? In other words, what is your firm known for? Is a competitor better known for this type of work? Do they have better connections than you do (is the project wired for that consultant)? If the answer is yes, then walk away from this pursuit. You won't win.

### **Can you respond efficiently?**

Yes. You can respond efficiently and can stay on message. You have firm and project description sheets, resumes tailored to the work already available for easy assembly. You also have "boiler plate" material ready to respond to additional requests about the firm's finances, AA/EJ policies, \$ volume of work by year and other affidavits that you are legally established to provide consulting services.

No. It's expensive to prepare a response. Responding to RFQs and RFPs can take as much as 10 percent of the project budget. Are you willing to spend, and probably lose, \$10,000 for a \$100,000 job? Walk away.

## **SCOPE, BUDGET AND SCHEDULE**

### **Is the Scope of Work Right?**

Yes, the scope is good. The agency has issued a clear scope that is achievable and meets their objectives. Things like number of meetings to be held and number of iterations of deliverables are spelled out clearly. Respond.

No, the scope is vague. Beware of scopes of work that are poorly written and do not appear to meet the agency's needs, or that you professionally feel does not meet the real issue. Agencies can later complain that you did not meet scope and will threaten to withhold payment of your invoices. Make sure the scope of work and deliverables in the contract are clear.

### **Do Scope and Budget Match?**

Yes, the budget and scope match. You believe the scope and funds to carry it out are adequate.

No. What if you think that the scope and budget are mismatched? What if you suspect that the Agency does not have the money or all of it? Some agencies write great scopes that appear professionally done anticipating that they can obtain the correct amount for the work. If you are uncertain of funding and the scope, ask in writing so the client will be on the record for the funding amount that is available. If selected, the scope can be reduced to match fee should not all the funding be in place to proceed with the work.

### **Is schedule reasonable?**

Yes. You are out of work, have available personnel and time to pursue this effort, and will spend the money necessary to try to win the job. As important, you can meet the schedule.

No. The schedule seems inconsistent with the need. What is the reason for the accelerated schedule? Does the agency have to spend money by date certain or lose it? That's legitimate. But, if you can't deliver in time, don't respond.

## **DO YOU WANT TO WORK FOR THE AGENCY?**

### **Is the agency fishing?**

The agency actually has the funds to start the work. There are no grant applications out there that have not already been approved. Respond.

Do you think the agency is looking for free advice? Some agencies issue RFPs to get ideas so that they can decide later if they can do it or just parcel out more targeted scopes to

ABCS OF RFPS & RFQS *cont'd from page 6*

consultants. While this may be legitimate from their point of view, decide if you will do pro bono work at this time? Don't respond.

**What is the agency's reputation?**

The agency and you can work as a team. Identify tasks that the client can do more efficiently than you can such as arranging logistics for public meetings, taking meeting notes, preparing news releases, opening doors to other agencies and people you need information from, and reviewing, commenting and revising deliverables promptly. In other words, they buy into the project and will help sell it to their policy boards. Respond.

Working with a particular agency or client can improve/expand your reputation. Many consultants are proud of the high caliber of their clients. Consultants like to do work for clients that actually get things done, rather than just collecting great reports that sit on a shelf. It shows that you too can get things done for your clients. Respond.

Some agencies have a reputation for a number of practices that are troublesome for consultants. They don't pay invoices on time or "nit pick" minutia. They ask for a lot of free advice that they won't pay for based on imprecise scope language. You may not realize it but they are playing the "scope creep" game that can hurt your bottom line. The policy board that their staff reports to is dysfunctional. These are factors to be considered before deciding to pursue or not. Is it worth it? No.

**So.....do you respond, or not?**

Request a meeting with a potential client that does not know you to introduce your skills and personnel. It is a one-on-one exchange, cheaper and more effective than responding to a RFP.

Pursuing work via the RFQ/RFP process is an expensive unknown. Make sure you have a good chance of winning before you respond.

Remember - Sole source (i.e., a potential client asks only you to respond) is best!

*Allan Hodges, FAICP is a Senior Professional Associate at Parsons Brinckerhoff in Boston, MA.*

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- Given the recent budget woes, a municipality may benefit from using planning consultants for smaller assignments performed more efficiently.

Inherently, how can a city or town afford to pay for consulting services when budgets are getting slashed? Using consultants for short-term planning assignments does not require the cost of permanent salaries and associated benefits. If regularly recurring tasks are involved, there may be some “economies of scale” that can be achieved by relying on an agreed upon fee schedule. Moreover, there are ways in which the municipal government can save money by finding someone else to pay the freight, such as developer-funded peer reviews.

Although state and federal grants may be available, they are becoming more competitive (the stimulus package may create opportunities that have not been realized as of yet), but one should not feel limited to such resources. It may be worthwhile to explore public/private resources as a way to attract funds. A portion of the New Bedford Master Plan project, for example, is being paid by a grant from the Garfield Foundation as well as the Department of Housing and Community Development.

It is interesting to see how the current economic conditions have shaped the marketplace. This has been echoed by numerous consultants I have spoken to here in Massachusetts as well as those who attended the National APA conference last month. We are seeing more consultants bidding on jobs, including those with small budgets. The geographic reach of the consultant teams has broadened as well. Sometimes, we have noticed competition from unlikely or previously not seen entities. VHB recently was part of a team to examine the reuse of some school buildings. Our competition was not a planning or design firm, but a real estate company.

From a municipal point of view, this increases choice and the fact that proposals will be highly competitive (both on qualifications and price). At the same time, it will be important to be able to ensure that the consultant can do the job for the amount of money available. Both the consultant and the client should look at any job as a team effort. There are a number of ways in which to stretch the available dollars, increase efficiency, and still get the necessary tasks accomplished, including:

- Invite the consultant to provide services on an “a la carte” basis
- Assist the consultant by performing some tasks, such as meeting coordination and data collection
- Assign one point of contact in the planning office with the consultant (the consultant should do the same)
- Be honest about potential problems – funding or otherwise
- Write clear RFPs and scopes
- Be realistic about what can be accomplished for a given budget, including meetings
- Pay invoices within a reasonable time frame
- Compensate for any extra work requested

This may be a good opportunity to update the comprehensive plan and zoning codes, follow-up on recommendations from the currently valid plans, and be ready for better times when the economy recovers, as it will.

*Ralph Willmer, AICP is a Senior Planner/Manager with Vanasse Hangen Brustlin Inc. in Watertown, MA.*

*This article is based upon a presentation made at the 2009 American Planning Association conference in Minneapolis. The panelists were Arnold Cogan, FAICP; Joanne Garnett, FAICP; K. K. Gerhart-Fritz, AICP; and Ralph Willmer, AICP and this article reflects all of their input into the panel presentation.*

PROJECT SPOTLIGHT: METRO EAST OFFICE PARK *cont'd from the cover*

the future Warwick Station making this a viable spot for entrepreneurs and a perfect place for new development. When completed, Warwick Station will be the closest passenger rail line to a major airport in the country making this an even more viable area for a large scale office park.

Previously the home of an excavated sand and gravel pit, with overhead high-tension power lines, 117 Metro Center Blvd is now the home of Class A office space and the largest commercial use of porous pavement with groundwater recharge ever used in the State of Rhode Island. From the street, the site and building may appear to be a typical modern office park site, but open its doors and dive below the parking surface and you will find quite the opposite. It is easy to miss all of the work that went into planning an environmentally friendly campus with innovative materials and techniques that create a sustainable site, and that was the idea – to plan a development that is sustainable and innovative all while offering all the amenities that office tenants require.

Michael Integlia & Company on its own, at its own expense, and after careful thought decided to pursue environmentally conscious development techniques. Even before the Green Movement, Michael Integlia & Company integrated “smart” building practices and energy efficient designs. Metro East utilizes low-e reflective glass, water source heat pumps, automatic sensor lighting, individual thermal and lighting controls, recycled process water, and commissioning of energy systems. The selection of its materials, massing and orientation of this structure all reflect sustainable design and utilize energy and views to its fullest. One other positive noted by the owner, **MICHAEL INTEGLIA**, is that the building is fully occupied by Rhode Island entrepreneurs.

The site today has 75,000 sq ft of leasable building space, expansion for an additional 50,000 sq ft, over 6 acres of parking, and no drainage detention ponds. The low impact drainage techniques utilized on this site allowed for greater flexibility in planning and design and gave the site more area devoted to landscaping, especially along the streetscape. Very few developments built within the past 20 years in New England can boast about having this amount of impervious land area while not degrading the surrounding area, especially in regards to runoff or groundwater quality.

The use of a pervious surface was not an accepted method of stormwater management by the Rhode Island Department of Environmental Management (RIDEM) when this project

was designed. At the time Metro East was submitted to RIDEM for permitting, there were no guidelines in place for pervious pavement. This required an individual review and approval by the RIDEM prior to its use on the site.

Once the approvals were issued, RIDEM took an interest into finding out more about the pervious planning process. The planning and installation for this type of pavement



is more expensive and more difficult to permit and construct than a typical stormwater management. RIDEM met with the developer and the design team to discover new ways to encourage the use of pervious pavement and to ease the permitting process. In the new Rhode Island Stormwater Design and Installation Standards Manual-Public Review Draft dated May 2009, there will now be a section dedicated to Low Impact Development. This includes permeable paving and bio-retention areas (both used on the site) and will encourage other developers to utilize methods of low impact development.

At Metro East Office Park the parking lots are vacuumed (not swept), the snowplows have rubber strips under the plows, the landscaping is like a park, and the buildings are immaculate. The cost of being sustainable can be high, can have significant obstacles to construction, and can require perpetual attention and maintenance. The people and companies that voluntarily commit themselves to this route seem to do it as part of a social conscience and a long-range vision that goes for

*cont'd on page 10*

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PROJECT SPOTLIGHT: METRO EAST *cont'd from page 9*

generations. However, they also do it as a way to market their developments. Businesses are now looking for ways to reduce their operating costs, and being in a 'green' building can be one of those ways.

Metro East is the latest addition to the Michael Integlia & Company portfolio. Founded in 1937, Michael Integlia & Co. regularly puts a tremendous amount of time,



energy, and thought into planning its office campuses before construction. The emphasis on design and planning now comes from the firm's current president Michael Integlia Jr. (a graduate architect) who develops and builds properties with foresight to future generations. This vision and results are apparent at 117 Metro Center Boulevard.

For more information on Michael Integlia & Company, see [www.integlia.biz](http://www.integlia.biz)

*Sberyl Bezak, LEED AP is a Land Planner/Civil Engineer at DiPrete Engineering in Cranston, RI.*

## Psst...Want to buy an Airport?

*By Darren Mochrie*

As a city or town planner, you have likely received some interesting phone calls from residents over the years. Being an experienced professional, providing answers and guidance to most requests is relatively easy. However, how about this request...Would the town be interested in buying an airport? An airport? Who buys and sells airports? Believe it or not, more and more communities are having to deal with this question. More specifically, communities are realizing that it is critically important to understand the financial and economic impact of their decisions – not just the dollars and cents, but answering the more fundamental question of: "What does this facility do for our community?"

Recently, RKG Associates has helped several communities across New England understand the complexities of such a decision, including Plainville, CT, Simsbury, CT, and

Rochester, NH (and is about to help the Town of Ellington, CT with issues related to the potential acquisition of their local airport). The airports in these communities are not large commercial service operations (such as Boston's Logan International or T.F. Green Airport in Warwick, RI), but rather small general aviation (GA) facilities that primarily serve local recreational aircraft operators. These are the small airports that are scattered across the country that we drive by all the time. Most are municipal public airports, but many are privately owned, public use facilities. Increasingly, owners of these private airports, due to financial issues or other reasons, are deciding to sell their facility and therefore approach their host community to gauge their level of interest relative to purchasing the facility and ensuring its continued operation.

At first glance, many communities might be quick to jump at the opportunity to purchase these facilities as Federal Aviation Administration (FAA) and state funding can cover 95% (or more) of the acquisition cost. Using this funding model on an airport facility valued at \$2 million, the local portion of the acquisition cost would be \$100,000. On the surface, this decision may seem like a "no brainer." Why wouldn't anyone buy a \$2 million asset for \$100,000? The answer is not that simple. The current economic recession has altered the municipal financial decision-making landscape for the near-term (the next one to three years). Declining property values have eroded property tax revenues; once reliable state funding sources have shrunk (or dried-up altogether); and the increasingly large number of vacant foreclosed homes has increased municipal costs for police and fire protection and building inspection services. Now, more than ever, residents have put increased pressure on local elected officials to make prudent financial decisions (ie. keep taxes low). Bowing to this pressure, these officials are taking an active interest in the short-term, and more importantly, long-term financial solidity and economic impact of their (potentially new) municipal facilities (such as airports, convention centers, etc.).



*cont'd on page 11*

PSST...WANT TO BUY AN AIRPORT? *cont'd from page 10*

Adding to the complexity of the acquisition question is the commitment required to own and operate an airport – the proverbial “strings” attached to acquiring an airport with FAA funds. Using federal dollars to acquire an airport commits a community to the responsibility of owning and operating the facility to FAA standards forever.

Communities often contract the operation of the airport to a private firm (a fixed base operator or FBO), but ultimately have the responsibility of operating the facility should the FBO cease operation. And you thought having pets meant commitment?



Recently, RKG’s team of financial and market analysts and planners have helped municipalities deal with their airport acquisition issues by providing answers to the following questions:

- What is the financial feasibility of owning this airport? In other words, what are the current and future revenue and expense streams associated with this facility. Will this facility run in the “red,” “black” or somewhere in between?
- Does this airport contribute to our local economy? If so, how many jobs or how much local investment does it leverage? Do other communities benefit economically from the facility?
- What is the regional supply and demand (market conditions) for airport infrastructure and services?
- Is an airport use the highest and best use for the property? What other uses may make more sense from a tax base and/or economic impact sense?
- If improvements are needed at the airport, how will potential increased air traffic noise affect local property values?

Over the past twenty-eight years, our experience has shown that no two communities (or airports for that matter) are exactly the same. What differentiates many communities

is their tolerance for risk – which is essentially what all municipal financial decisions are based on. Municipal elected officials, whether deciding on acquiring an airport, developing a business park, or hiring additional library staff, need to understand their tolerance for risk. Planners can play a critical role in the municipal decision-making process by helping to manage risk exposure by having clear, concise and understandable information available to elected officials in order to help them make good decisions.

*Darren Mochrie is a Senior Project Manager with RKG Associates, Inc. www.rkgassociates.com – an urban planning, economics and real estate consulting firm based in Durham, New Hampshire. Darren can be reached at djam@rkgassociates.com*





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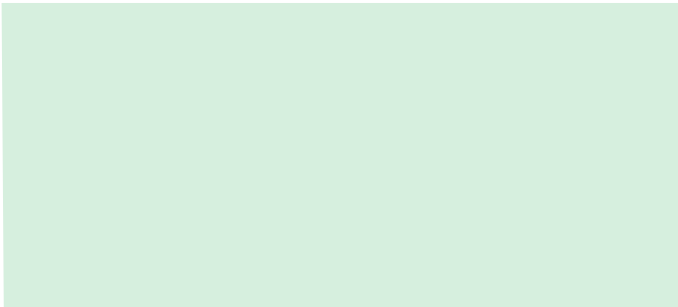
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# SOUTHERN NEW ENGLAND PLANNING APA (SNEAPA) CONFERENCE

Nov 5-6, 2009 CM|±12

Mohegan Sun Uncasville, CT

## "EARLY-EARLY BIRD" REGISTRATION

This year's Southern New England American Planning Association (SNEAPA) Planning Conference, presented by the APA Chapters of Connecticut, Rhode Island and Massachusetts, will be held at the Mohegan Sun Resort Conference facilities in Uncasville, Connecticut.

This year the SNEAPA conference, being held on Thursday November 5th and Friday November 6th, is offering an Early-Early Bird registration through June 30th based on last year's rates. The regular early registration will go into effect on July 1st.

This is an excellent opportunity to use your remaining fiscal year (FY) funds, especially in this time of reduction of prospective new budget funds.

Remember this year's SNEAPA conference is your best chance to gain needed AICP CM credits – especially as the end of the certification cycle is fast approaching. Don't need the credits? This is still the best event to learn cutting edge knowledge in an ever changing environment of planning practice and management, close to home, in Southern New England.

To take advantage of this unique Early-Early Bird registration opportunity simply return a completed copy of this notice together with a payment for the appropriate amount. Make sure you keep a copy for your records. To obtain an Early-Early Bird registration form and for more information, go to: <http://www.massapa.org/index.php?page=blog-view-post&postID=199>

Look for detailed preliminary program information in late July at the SNEAPA conference website, [www.sneapa.org](http://www.sneapa.org)

### Early-Early Bird Registration Deadline:

**July 1, 2009**



## CALL FOR SESSIONS

The Connecticut, Massachusetts and Rhode Island APA Chapters invite you to be part of the 2009 SNEAPA Conference by submitting a conference session proposal.

The SNEAPA Conference annually draws up to 500 planners, architects, engineers, landscape architects, and other related professionals.

The first round of the Certification Maintenance (CM) Program for members of AICP will draw to a close at the end of the year. The 2009 SNEAPA Conference is a great opportunity to maintain professional knowledge and to complete CM requirements.

The program committee of the SNEAPA Conference welcomes your ideas for sessions and also has identified the following preferred proposal topics:

- Management Skills for Planners
- Sustainable Development
- Regional Solutions
- Economic Development / Housing

Consideration will be given to other topics on a case by case basis.

For additional requirements and information about how to submit a session proposal, click [Call for Sessions](#).

**Submission Deadline: June 7, 2009**

# Planner Spotlight

By Greg Guglielmo, AICP

**"Greg Guglielmo has been a planner at DiPrete Engineering in Rhode Island for sixteen plus years."**



From as long as I can remember I wanted to be an architect: I was drawing house plans on my 'drafting board' from at least six years of age. In high school, I entered the drafting program at Cranston High School West, which was truly my first instruction into the world of design. I learned invaluable experiences about how 'readability'

and 'quality' can trump a great design. I ended up with a scholarship to attend New England Institute of Technology.

I received an Associate Degree in Architectural Building Engineering in 1992. The Architectural Building Engineering Technology Program combines the art of designing buildings in the context of their fundamental systems and components with the engineering and technical concepts of construction. This invaluable early education truly allows me to understand the issues that can arise between the planning and engineering of the site and the needs of the building.

In 1992, I met the man who helped me get to where I am today, **Dennis DiPrete** of DiPrete Engineering. Back then, DiPrete Engineering was a young firm, about four years old. Dennis was looking for a designer to compliment him and the two other engineers he had on staff. The firm has now grown to over thirty professionals. It has been exciting to be an integral part of the growth of the firm.

I have had opportunities to learn about the entire design/engineering/planning industry. However, my design skills and penchant for quality design

gravitates me towards the planning aspects of this field. Fortunately, although he is an engineer, Dennis DiPrete is a planner at heart. He gave me the opportunity to take the reins on a lot of the early design and land planning aspects at the firm. I also work on many projects that are near and dear to my heart: mill conversions, traditional neighborhood developments, brownfield redevelopment, infill developments, and conservation designs.

As far as my informal experience, I have had the opportunity to work on some projects with some great minds. One that comes to mind is a project in Charlestown, RI where I had the opportunity to work with **Randall Arendt**. We walked the site with the client for hours and planned the best locations for roadways and homesites. It was an amazing experience to have Randall explain his methodology and see how the design process can work on a 'real' site.

In March, I took the USGBC LEED Accredited Professional exam. The LEED program ties into many planning aspects: site sustainability, parking, water conservation, and preservation of open space. I have had the opportunity to work on a LEED Silver project in Johnston, RI, a new building for the Department of Homeland Security that will be completed this summer.

*cont'd on page 14*

**MACP**

**Massachusetts Association of Consulting Planners**

Looking for a planning consultant?

Visit the MACP web site for a directory of planning firms by 34 areas of specialization.

**www.MACPonline.org**

My current position is threefold. I am currently heading up new business development activities for the firm, which includes researching and compiling responses to requests for proposals for public projects as well as leading the firm's charge to develop and foster new relationships and contacts across the engineering, architectural, and planning world. We are making a strong effort to have the entire firm be part of business development and to understand that people hire people. We instill in the staff that our clients want to work with people that they like, are responsive to their needs, and most importantly that they trust.

I also sit on the Executive Committee at DiPrete Engineering, which consists of Dennis DiPrete and the Vice Presidents of the firm and is responsible for overseeing the future path of the firm. We have bi-monthly meetings to discuss initiatives for the firm, such as client service, business development, and directing the firm's place in the industry.

Lastly, I am the primary land planner at the firm. Some of my responsibilities include review of city and town regulations, preparation of narrative reports, and the design and layout of commercial and residential projects. I am also responsible for many of the internal peer reviews for the firm, looking at projects from a design and planning perspective, and continually looking for ways to improve our product.

I passed the AICP exam during the early grumblings regarding continuing education. I truly believe in the APA's Certification Maintenance program and I am close to completing my credits needed for this period. I think for any group of professionals to be viable there needs to be opportunities to interact and learn from each other. This can be more important than the actual sessions that can lead to CM credits.

My experience in the private sector led me in 2006 to take the AICP exam and become more involved in the planning community. I have met some great people in the public and private sector who really care about making better communities. Last year I was involved with the planning of our conference in Providence. It was a great opportunity to work with some great planners in the public and private sector and to learn about the current issues that are affecting our communities.

*For more information on Greg Guglielmo and DiPrete Engineering, see [www.diprete-eng.com](http://www.diprete-eng.com)*

## LOW IMPACT DEVELOPMENT DEMONSTRATION

You are invited to a presentation and special bus tour of four low-impact development (LID) demonstration projects in the Ipswich River Watershed on Tuesday June 9th, 2009!

These demonstration projects, implemented by Massachusetts Department of Conservation and Recreation (DCR) with funds from the U.S. Environmental Protection Agency (EPA) under the Targeted Watersheds Grant Program, include:

1. A Green Roof (Ipswich)
2. An LID Subdivision (Ipswich)
3. A Pervious Parking Lot Showcasing 4 Types of Permeable Paving and Bioretention Landscaping (Wilmington)
4. An LID Neighborhood Retrofit, Including 12 Pocket Raingardens and a Permeable Paving Right-of-Way Strip (Wilmington)

An initial presentation at Ipswich Town Hall will include the results of scientific evaluations of each demonstration project and the opportunity to ask questions of the project managers, municipal partners, designers/engineers, and researchers. The presentation will also review the results of water conservation strategies piloted under the same grant. Following the presentation, a chartered bus will bring participants to the demonstration sites and provide more opportunities for Q&A.

- The day's schedule will run from 9:30am - 4:00pm.
- The tour is free, but space is limited so sign up early!!
- Click on the following link for more details and on-line registration (You must register on-line to reserve a spot): <http://ipswichwatershedtour.eventbrite.com>

The presentation and tour is targeted for municipal officials and staff, and state and federal water resources managers and regulators. The day's events are co-sponsored by EPA, DCR, and the Ipswich River Watershed Association (IRWA).

# The Virtual Office

By Carol Thomas, FAICP

*(Adapted from an article in the APA Private Practice Division Newsletter and presentation at the Minneapolis APA Conference).*

Remember when we agonized over zoning provisions for professional offices and home occupations in residential districts? We were concerned with the number of employees, visitors, cars, outdoor storage and announcement signs. Typically the office or occupation was that of a doctor, author or real estate agent or a person, such as the plumber, who offered off site services. Today we also have “virtual offices”: people working home alone some or all the time with almost no personal contact with others in connection with their occupation. According to the American Time Use Survey, about twelve percent of full-time workers with a single job did some work at home on an average day in 2003–07 (Source: Bureau of Labor Statistics website, 2009).

If you are a victim of reduction in force, or nearing retirement, working at home offers an opportunity to provide specialized services to existing firms and government offices. If you are employed, your employer may approve a few days a week at home.

Anyone who has worked at home during a recovery from an illness or during a snow day can tell you the advantages and disadvantages. The advantages of actually working at home alone all the time include reduced wardrobe costs, reduced commuting time and commuting costs, reduced office costs for rent, insurance, utilities and a receptionist, tax benefits subtracting the percent of the home used for an office (today it may only be a desk, chair and computer space), and a flexible schedule – one can take time for day time activities and work in the evening, if desired, a moveable office – your computer can go with you any where and usually does. Moreover, your office is invisible and thus does not affect the neighborhood.

The disadvantages are the lack of support personnel on site; lack of social interaction – you may not know others with whom you work or their work style; lack of companionship, gossip, news and intellectual stimulation; limited storage space, if in fact storage space other than on the computer is required; interruptions and distractions – the

grass needs mowing, children come home from school and want attention; pressure to participate in civic activities because you are home during the day; television programs; community tax policy assessing home offices and the work is always there. For that matter, your office is always with you as you need only take the computer when you travel or access a computer in a business center. (Note that the latter is also listed as an advantage). Other disadvantages may relate to phone lines and coverage; accounting and taxes; and paying yourself rent for the office space, insurance, and separation of utility costs for tax purposes. Many at-home workers report that they frequently raid the refrigerator, nibble, and gain weight. Most of all, they miss the gossip and comradeship of an office.

My experience has run the gamut: home office, office away from home, back to home. I began working at home as a subcontractor to my planning professor. In those days, copy machines were large, file cabinets a necessity, drawing tables needed, certainly a conference space and a typist with a desk were mandatory. When working, I thought I should be weeding the garden; when gardening, I thought I should be working and, of course, the schedule had to be adjusted to the school schedule and the children’s games and piano lessons. The next step was an office with space for equipment, a library employee, commuting to the office, rent and utilities, paper work (taxes, insurance, etc.)

*cont'd on page 16*



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THE VIRTUAL OFFICE *cont'd from page 15*

Now it is back at home: my staff is in Hong Kong, California and suburban Boston and we seldom see each other, except at meetings. Maps and plans are sent by e-mail. Specialists do not need to be on staff: they too work from home. All we need for the office is a telephone, computer and copier. We “Google” maps and do our research on the computer, which becomes our library. We also hold conferences, conduct meetings, receive community input, write and edit reports on the computer.

Some caveats:

- Check the zoning,
- Talk to your accountant,
- Keep good records
- Determine how you will interact with colleagues
- Consider your own self-discipline and your need for daily technical and professional support
- Work into it: try a day a week and gradually increase the virtual office time commitment at home
- Resist requests to be on local committees or to work for too many causes whose supporters assume that you have time because you are at home
- Control interruptions: you can let the home phone ring without answering it
- Set aside your work space
- Do not think that you must work all the time

Working at home requires discipline. Many report that they need to interact with people, so they interrupt the day with trips for coffee, to run errands or to go to the gym. They actually are making more trips, albeit they may be shorter, than when they went to the office daily. Snacking is another distraction, as is a favorite news program or soap opera. Remember that it is absolutely essential that you have a schedule and the discipline to adhere to the schedule if you are going to have a virtual office.

*Carol Thomas, FAICP, is President and Owner of Thomas Planning Services Inc., located in Boston, MA.*

## MASSACHUSETTS ASSOCIATION OF PLANNING DIRECTORS (MAPD)

### 2009 ANNUAL CONFERENCE

JUNE 4-5 CM|±8

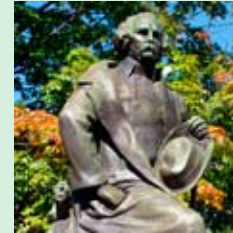
Salem Waterfront Hotel & Suites  
225 Derby Street, Salem, MA

Join us in Salem for this year's MAPD Conference featuring 11 sessions and 22 panelists over two days. MAPD members and non-MAPD members are welcome.

- Session Topics include:
- Heritage Landscape Inventory Program
- Renewable Energy Technologies and Clean Energy Choice
- Preservation through Bylaws and Ordinances
- Floodplain Management and Hazard Mitigation
- Community and Schoolyard Gardens
- How to Deal Effectively with the Media
- Ethics
- Mobile Workshop - Downtown Salem
- Subdivision Performance Securities
- Public Health and the Built Environment
- Recent Court Decisions

TO VIEW THE CONFERENCE PROGRAM  
AND TO REGISTER, CLICK:

[MAPD 2009 ANNUAL CONFERENCE](#)



# Announcements



## June 2009

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## July 2009

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## August 2009

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| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
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## Meetings, Workshops & Conferences

### June 2-4

#### Introduction to ArcGIS 9.2

This hands-on computer course provides an introduction to the capabilities and functionality of ESRI's ArcView GIS software. All students receive hands-on software instruction in ArcMap, ArcCatalog, and ArcToolbox, a copy of ESRI's training materials with exercises and training data, and a copy of exercises developed using the RIGIS database. Registration: \$750.00; contact **ALYSON MCCANN** at 401-874-5398. Pre-registration is required. For more information see: [www.edc.uri.edu/gistraining](http://www.edc.uri.edu/gistraining)

### June 3 CM | 1.5

#### Decision Making with Responsible Land Use

2:45-4:30PM OFFICE OF CDM IN PROVIDENCE, RI

WTS-Rhode Island and RIAPA are hosting this professional development webinar highlighting successful state and metropolitan area examples of targeting transportation funds to support sustainable development and smart growth. Professional credits earned include 1.5 CM, PDH/0.2 IACET CEU. Cost is \$10 for WTS and RIAPA members and \$15 for non-members. Contact Anne Galbraith at [agalbraith@cox.net](mailto:agalbraith@cox.net) or 401-644-5861; space is limited, so please reserve by June 1.

### June 3

#### DHCD Gateway Plus Action Grant Meeting

9:30AM-12:30PM CMRPC, UNION STATION, 2 WASHINGTON SQUARE, WORCESTER, MA

The Department of Housing and Community is hosting the Gateway Plus Action Grant Meeting for planning professionals to meet with Gateway Plus Action Grant colleagues to share information on grant and civic engagement. For more information see: [www.cmrpc.org/files/Flyer%20for%20June%203%20Gateway%20Plus%20Meeting.pdf](http://www.cmrpc.org/files/Flyer%20for%20June%203%20Gateway%20Plus%20Meeting.pdf)

### June 3, 10, & 17

#### Making Good Land-Use Decisions: Northern, RI

5:30-9:00PM AUDUBON SOCIETY OF RI HEADQUARTERS, SMITHFIELD, RI.

This training program is offered as a service to RI municipalities. The program is designed primarily for Town Councils, Planning Boards, Zoning Boards, and the municipal staff that support those bodies and is also valuable for Conservation Commissions. For more information contact: **LAUREN PENDERGAST** at 401-273-5711, x6 or [lpendergast@growsmartri.org](mailto:lpendergast@growsmartri.org)

## June 4

### RIDEM Public Workshop

ALL DAY EVENT, URI KINGSTON CAMPUS

Draft Rhode Island Stormwater Design and Installation Standards Manual Information Session and Public Workshop. Appropriate for designers, planners, municipal officials, and anyone interested in stormwater standards. Registration is not required. For more information, see the webpage or contact **RUSS CHATEAUNEUF** at [russ.chateauneuf@dem.ri.gov](mailto:russ.chateauneuf@dem.ri.gov)

## June 6 & 7

### Rhode Island Sustainable Living Festival

10AM-5PM, APEIRON INSTITUTE'S CENTER FOR SUSTAINABLE LIVING IN COVENTRY, RI

Workshops, food, vendors, kid's activities, music featuring **DAR WILLIAMS, PATTY LARKIN, ATWATER-DONNELLY** and more! For information contact: [info@apeiron.org](mailto:info@apeiron.org) or see the Apeiron website.

## June 9

### The New Energy Landscape: An Overview for Economic Development Professionals Seminar 1

8:00AM-12:00PM THE KITTREDGE CENTER FOR BUSINESS & WORKFORCE DEVELOPMENT, HOLYOKE COMMUNITY COLLEGE, HOLYOKE, MA

The Pioneer Valley Planning Commission is hosting the first seminar of the Economic Development Capacity Building Seminar Series: Clean Energy, Sustainable Technology, & Green Initiatives in the Pioneer Valley. For more information see: [www.pvpc.org/resources/ecdev/seminar/09\\_seminar\\_web\\_info.pdf](http://www.pvpc.org/resources/ecdev/seminar/09_seminar_web_info.pdf)

## June 9

### MetroFuture: From Plan to Action

6:00PM-9:00PM THE COLONNADE HOTEL, 120 HUNTINGTON AVE., BOSTON, MA

Join the Metropolitan Area Planning Council (MAPC) in an evening of discussion, information, and collaboration on how we can turn our vision of Greater Boston into reality. Participants will have the opportunity to discuss one of four topics (Transportation Finance Reform, Green Energy and Job Creation, Local Smart Growth Planning, and Advocacy Tools and Techniques), providing input to help shape activities to implement the MetroFuture vision. For more information see: [www.metrofuture.org/node/251](http://www.metrofuture.org/node/251)

## June 11

### Wetlands Workshop for Consultants: Avoiding & Minimizing Impacts to Wetlands

8:30AM-12:30PM AT RIDEM, 235 PROMENADE, ROOM 300, PROVIDENCE, RI

This workshop for wetland consultants will provide attendees with information and examples to improve compliance with wetland avoidance and minimization requirements. Event is free but registration is required by June 4th. For information contact: **CHRISTINE CARON** at 401-222-4700, x7419.

## June 11

### EBC Seminar: Financing Clean Energy Projects under the Reinvestment Act of 2009

7:30AM-12:00PM UMASS CLUB, 225 FRANKLIN STREET, BOSTON, MA

Previous briefings have covered the ARRA provisions, but this event applies them in a framework for project developers, industry and public agency partners to optimize the opportunities for success in the new financing landscape. Enacted in February this year, many stimulus provisions are just being implemented now. This forum will provide a very practical update on those measures focused on clean energy and environmental infrastructure projects targeted within ARRA with a regional focus on New England. Investors will offer their perspective on the key elements for deals getting done in the new landscape. This program will be interactive as well as informative with senior experts from New England that carry substantial experience in the clean energy domain with direct involvement on projects utilizing ARRA provisions. For more information see: [www.ebcne.org/index.php?id=77&no\\_cache=1&tx\\_ciceventscalendar\\_pi1\[sinuid\]=487&cHash=63bc7bfafb](http://www.ebcne.org/index.php?id=77&no_cache=1&tx_ciceventscalendar_pi1[sinuid]=487&cHash=63bc7bfafb)

## June 15

### Housing Network of RI: 17th Annual Meeting

5-7PM, "Rain or Shine" Riverside Park, located at Aleppo and Pelham Streets, Providence, RI

The Housing Network is proud to highlight our members and the important work in community development that they do. This year we're having a tent party in the heart of one of Providence's beautifully revitalized neighborhoods and newest park. For more information contact: **MARIA SEMEDO-ANDRADE** at [mandrade@housingnetworkri.org](mailto:mandrade@housingnetworkri.org)

## June 17

### RIDOT Enhancement Program/Narragansett Bay Lighthouse Tour

1:15PM to 3:40PM

Please join WTS-Rhode Island for a brief presentation by Tom Queenan, Supervising Planner from RIDOT, on the RIDOT Enhancement Program followed by a casual afternoon on a narrated cruise of RI's historic lighthouses. Cost is \$25 per person. For more information on this event contact ANITA MARSHALL at 401-222-2023, x4044 or [amarshal@dot.ri.gov](mailto:amarshal@dot.ri.gov)

## June 17

### Renewable Energy at Closed Landfills Workshop

8:00AM-3:30PM HOLIDAY INN - MANSFIELD, 31 HAMPSHIRE STREET, MANSFIELD, MA

The Massachusetts Department of Environmental Protection (MassDEP) and Department of Energy Resources (DOER), with support from the Massachusetts Renewable Energy Trust and the Environmental Business Council New England, are presenting this workshop for municipal officials, solid waste consultants and renewable energy project developers on the unique issues that arise when a solar or wind installation is proposed for the site of a closed landfill. For more information see: [www.mass.gov/dep/energy/lfwksop.htm](http://www.mass.gov/dep/energy/lfwksop.htm)

## June 17

### Sustainable Results: Fact or Fiction? How the economy changed the direction of sustainability

7:30AM-10:00AM MICROSOFT CENTER FOR INNOVATION, ONE MEMORIAL DRIVE, CAMBRIDGE, MA

This discussion, hosted by Urban Land Institute-Boston, will explore the effects of the current economic climate on plans for sustainable development nationally and locally through the eyes of corporations, utilities, institutions and local government. How are the plans for development, management and operations in the private sector changing? Are colleges and universities changing their sustainability goals in reaction to the economy? How is the economy changing the way cities consider green buildings? Between the federal stimulus and the economy, how are the utilities adjusting their programs? For more information see: <http://boston.uli.org/Events/Upcoming%20Events/81040952.aspx>

## June 23 & 24

Lease-Purchase Training presented by The Housing Network and NeighborWorks.

8:30AM- 4PM 500 BROAD STREET, PROVIDENCE, RI

In the current housing market, it is becoming increasingly difficult for many in our communities to become homeowners, leaving families with a dream unfulfilled and CDCs with units that aren't selling. This training introduces participants to best practice lease-purchase models that incorporate: carefully determined time-periods; terms of a lease-purchase contract; an affordable sale price; and more. Parking available on Broad Street. Registration: \$175 Please RSVP to [mandrade@housingnetworkri.org](mailto:mandrade@housingnetworkri.org) For more information see: [www.housingnetworkri.org](http://www.housingnetworkri.org)



**SAVE THE DATE!**  
**FRIDAY, JUNE 26, 2009**  
**RIAPA ANNUAL LOBSTERBAKE**  
 DETAILS COMING SOON

## October 30–November 1

### Rail-Volution National Conference CM | TBD

BOSTON, MA

## November 5 & 6

### 2009 Southern New England APA Conference CM | ±12

MOHEGAN SUN, UNCASVILLE, CT

|  |  |
|--|--|
| <b>Eaton Planning</b>  | <b>Chris Kluchman</b><br>AICP<br>Principal |
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|   |  |

# Items of Interest

## AICP Exam Schedule

The following information about upcoming AICP Exam dates was recently provided by APA National.

The application window for the November 2009 AICP exam will be Monday, June 1 – Thursday, July 9, 2009. All employment and education verifications must be received by mail in APA's Washington, DC office no later than 2 weeks after application submission or else the application will be marked as incomplete. The final day that we will accept employment and education verifications for the November 2009 exam is Thursday, July 23, 2009.

- **June 1**                      **Application window opens**
- **July 9**                        **Final Application Deadline**
- **July 23**                      **Final Verification Deadline**
- **November 9-23**        **November 2009 Exam Window**

In an effort to encourage early application, applicants who participate in the Early-Bird Application Window will receive their approval or denial notice in advance of other applicants, giving them more time to study for the exam. Any applicant who submits his or her online application by Sunday, June 14, 2009 and whose employment and education verifications are received by Sunday, June 28, 2009 (2 weeks after the Early-Bird application deadline) will receive their approval or denial notice by Monday, August 10, 2009. Any applicant who submits during the Early-Bird Application Window who does not receive an approval or denial notice by this date will be notified that their application is still under review and that their application will be given priority over other applicants to make sure that they receive their approval or denial notice as soon as possible.

- **June 14**                      **Early-Bird Application Deadline**
- **June 28**                      **Early-Bird Verification Deadline**
- **August 10**                **Early-Bird Notification Deadline**

Applicants for the AICP exam will typically be notified of application approval or denial approximately 8 weeks after a complete application is submitted (application + verification documents). It is our goal to notify all applicants no later than Monday, September 21, 2009. Any applicant who does not receive an approval or denial notice by this date will be contacted to inform them that their application is still

under review and that they will receive a final status update shortly. Please note that applications submitted on or near the application deadline may take longer to process and review due to high volume.

If you have any questions, please contact **PETER LOWITT, AICP** at 978-772-8831 ext 3313 or [MDFAPLowitt@Massdevelopment.com](mailto:MDFAPLowitt@Massdevelopment.com)

## Chaffee Conservation Leadership Awards

Honoring the memory of the late Senator John Chaffee and his dedication to protecting and preserving the natural environment, The Environmental Council of RI Education Fund honored four RI organizations on May 8, 2009 for their efforts toward improving the health of the Rhode Island environment. This year's Conservation Leadership Awards were presented to:

- John T. Jacobson, owner of JTJ Investments of Providence, who transformed an old jewelry factory into a state-of-the-art office building designed to generate all the energy it needs for lighting and to run its computers.
- The City of Warwick's preservation of open space along the shore at Rocky Point. The City acquired forty-one acres of waterfront at the former amusement park to be used as a public park
- The Roger Williams Park "Frogwatch" program, which trained volunteers to participate in a statewide amphibian monitoring project last year at eighty sites around the state. Their findings were fed into a national database tracking amphibian decline.
- The Rhode Island Schools Recycling Club, an organization that issues report cards for every school's recycling efforts. Over 5,000 students have participated in the program, which is credited with increasing the statewide school recycling rate from eighteen percent in 2001 to seventy-six percent in 2009.

Past awards have honored land preservation efforts, habitat restoration projects, environmental education programs, and a variety of projects that have improved industrial processes or reduced energy use and pollution in institutions and businesses.

## Building Homes Rhode Island

This funding is to provide resources (deferred/forgivable loans) to finance the creation of affordable homes and apartments. Eligible applicants include non-profits, for-profits, community housing development organizations, limited partnerships, municipalities, public housing authorities, redevelopment agencies and joint ventures. Maximum Funding is \$40,000 for 1BR; \$50,000 for 2BR and \$65,000 for 3BR, and Overall Use is as follows: 20% for owner-occupied, homeownership and 80% for rental. "Affordable" is defined as Rental unit where rent (incl. utilities) does not exceed 30% of monthly income of family at 80% of MFI (Median Family Income); home ownership unit where monthly cost does not exceed 30% of monthly income of family at 100% of MFI (Median Family Income). For further information contact **RAYMOND NEIRINCKX** at 222-4893 or [rneirinckx@doa.ri.gov](mailto:rneirinckx@doa.ri.gov). Copies of the application and regulations can be accessed at [www.hrc.ri.gov](http://www.hrc.ri.gov). Please mail or deliver the copies to Rhode Island Housing c/o **DORI BOISSEAU** 44 Washington Street, Providence, RI 02903. Applications are due June 19 at 4:30PM.

## Planning Challenge Grants FY-200

The Rhode Island Department of Administration's Statewide Planning Program will be inviting qualified applicants to submit proposals for a new round of Planning Challenge Grants. Similar to the previous funding cycles, these grants may be used to support transportation and land use planning studies that advance the objectives of the State Guide Plan's Land Use 2025 and Transportation 2030 elements.

A complete summary of all previously funded Planning Challenge Grant proposals can be found at <http://www.planning.state.ri.us/misc/pcgrants.htm>. Please contact **KAREN SCOTT** at 401-222-4411 or [kscott@doa.ri.gov](mailto:kscott@doa.ri.gov) with any questions concerning the upcoming Planning Challenge Grant call for proposals. A Request for Proposals will be issued in the summer of 2009.

## Preservation is Local

Preservation Is Local is a special initiative designed to stimulate Rhode Island communities in addressing historic preservation needs at the local level. The RIHPHC will award \$200,000 in federal matching grants in support of PIL, \$50,000 of which is reserved specifically for Certified Local Governments. All local governments are eligible

to participate. Projects proposed by local governments in partnership with historic preservation organizations are encouraged. Applications due at RIHPHC no later than 4 p.m. on Friday, July 17.

Two grant workshops will be held:

- Thursday, June 4, 10 a.m. at RIHPHC, 150 Benefit St., Providence, RI
- Friday, June 5, 10 a.m. at Warwick City Hall, 3275 Post Rd., Warwick, RI

Applications and information are available now on the PIL page on RIHPHC's website. To request a paper application or for further information about PIL grants please contact **SARAH ZURIER**, PIL Community Agent, at 401-222-4142, or **SHARON ALLISON**, CLG Coordinator, at 401-222-4131.

# AICP CM Opportunities

The chapter boards continue to discover new opportunities for you to achieve your AICP CM credits. Several conferences, events and workshops in this newsletter offer CM credits. In addition, training opportunities listed here offer CM credit. For assistance on how you can become a CM Provider or register your event for CM credit, please contact the chapter Professional Development Officers: **PAM SHERRILL, AICP** at [psherrill@parecorp.com](mailto:psherrill@parecorp.com) (RI chapter) or **TOM BROADRICK, AICP** at [tbroadrick@nantucket-ma.gov](mailto:tbroadrick@nantucket-ma.gov) (MA chapter)

## Audio/Web Conferences via APA National

As part of its continued initiative to promote planning education and upon evaluation of all the votes placed for session topics earlier this summer, the Central Massachusetts Regional Planning Commission (CMRPC) and MASSAPA have partnered to host all of the scheduled audio/web conferences at the CMRPC office. All planners, town administrators, selectmen, planning board members and other interested city and town officials are invited to attend. In addition, the MAPC in Boston is hosting the series of audio/web conferences as well. For more information about registering, go to: [www.mapc.org](http://www.mapc.org) or [www.cmrpc.org](http://www.cmrpc.org) (contact: **JONATHAN E. CHURCH, AICP**).

**The 2009 series continues with the following sessions:**

2009 Planning Law Review **CM|I.5**

JUNE 24, 2009 4:00-5:30pm

## Free Online Course: Planning for Healthy Places with Health Impact Assessments

This online course will explain the value of conducting an HIA and the steps involved in conducting an HIA. Throughout the course, examples of health impact assessments are highlighted and discussed. A how-to guide for conducting health impact assessments, developed by the American Planning Association and the National Association of County & City Health Officials, sponsored by the Centers for Disease Control and Prevention. For more information see: <http://professional.captus.com/Planning/hia/default.aspx>

**Available through June 30, 2010**

*Planning for Healthy Places with Health Impact Assessments*

UP TO CM|6

## Free Podcast

The 2008 AICP Symposium. To participate, please visit <https://www.planning.org/aicp/symposium/2008/>

**Available through September 30, 2009**

*2008 AICP Symposium*

CM|2.5



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## 32 Credits the easy way... maintaining certification in a down economy.

*By Peter Lowitt, AICP*

We all know that maintaining our AICP certification requires 32 hours of continuing professional education or certification maintenance (CM). Included in those 32 credits must be 1.5 credits each of ethics and law. When reviewing various course and conference offerings you will want to check with your chapter's Professional Development Officer (PDO) to clarify whether or not a particular offering has been approved for CM credit and it qualifies for the required law and ethics course requirements. As part of the chapter's professional development team I thought it would be useful to see how difficult it would be to get those CM credits by staying local and expending the minimum amount of funds.

My first suggestion is to take advantage of the free stuff available through APA National.

Go to [www.planning.org](http://www.planning.org) to begin your quest (that's APA's website). Sign in under "My APA" and search "Tuesdays at APA" podcasts. These are free downloadable podcasts that are usually worth 1 CM credit each.

Podcasts:

- Enhancing Your Community Through Tree Preservation  
CM|1.0
- Community Engagement CM|1.0
- The World's Earliest Cities CM|1.0
- The I-GO Car-Sharing Program CM|1.0
- Madison Street Corridor Revitalization CM|1.0
- Green Infrastructure Mapping CM|1.0
- Integrated Ecological Planning and Site Design CM|1.0
- Sustainability Through Regional Transit Programs  
CM|1.0
- Local Planning for Broadcast Infrastructure CM|1.0
- Employer Assisted Housing CM|1.0
- Food Systems Planning CM|1.0

Eleven free credits to date are available (all podcasts beginning with 2008 have offered CM credits). APA offers about eight of these sessions a year. The latest is dated March, 2009 so check back on the web for additional courses as they

32 CREDITS THE EASY WAY *cont'd from page 22*

become available. Another course that is free only until the end of June is the 6 hour healthy communities course, good for another 6CMs.

For those of you who are APA Division members, check your newsletters for information on webinars that are free to division members. The International Planning Division won an Award from APA's Division Council for their series of webinars that were available free to their membership they offered two. Membership in divisions does have its privileges.

The Massachusetts Chapter, like many other APA Chapters, has taken steps to provide its membership with access to the numerous CD-roms available from APA and other providers for CM credit. The Chapter has purchased the following CDs which are available through the public library system. (They are stored in the Dennis Public Library, thanks to our colleague **DAN FORTIER, AICP** and available through inter-library loan).

- Mechanics of Code Writing **CM|2.0**
- Mastering Density **CM|1.5**
- Economics of Density **CM|1.5**
- Design Guidelines for Small Towns and Rural Communities
- Improving the Development Review Process
- Effective Community Parking Standards
- Development Finance and Pro Formas
- Updating the Zoning Ordinance
- Economic Development for Small Towns
- Planning for a Low Energy Future
- Green Community Planning
- New Technologies for Planning and Public Participation
- Form Based Zoning
- Inclusionary Housing
- Project Management

The CM hours for the unmarked CDs range from **CM|1-1.5** per CD. The CDs are being made available for lending on a state-wide basis through the Massachusetts Virtual Library System. At this time, the Dennis Public Library has these training sessions on CD entered into the Cape and Islands

Libraries Automated Materials Sharing (CLAMS) system and they are now linked to the Massachusetts Library Site.

Lets add it up assigning 1 CM for each of the unassigned CDs, that is another 17+ CMs on top of the 11 CMs from free podcasts. We are currently at 28+ credits.

Each year APA offers a series of webinars. In 2009 many of our Regional Planning Association members have purchased these and offer them free to the professional planning community. A number of planning firms are doing the same, and offering them to their clients as well. CMRPC, MAPC and PVPC have offered these web conferences in the past and will most likely continue to do so in the future. Please check with your RPA to see if they would like to provide a similar service. The chapter is willing to share in the cost of providing these services to our membership and would welcome new hosts for these sessions.

Eight self-directed CM hours are available to planners. You will need to enter the background information and make the case to APA that the course is CM worthy. You will need to hold onto the conference brochure and information on the speakers to enter into the computer so that APA can make a rational analysis of your application. These self directed credits recognize that many planners specialize in areas that APA does not offer courses in. Twenty eight+ eight = Certification Maintenance.

Now where do we get the required ethics and planning law credits? Both are available through APA's webinar offerings as well as at the National Planning Conference and at our Southern New England Regional Planning Conference (which will be held at Mohegan Sun in Connecticut this November). Additionally both ethics and law sessions are being presented as part of the Massachusetts Association of Planning Directors (MAPD) which will be held this June in Salem. MAPD, an affiliate of the MA Chapter of APA, offers a series of workshops at venues across the Commonwealth, about 6-8 sessions per year and offers another option for securing CM credits at a low cost, with lunch thrown in as an added benefit.

CM, cheap and easy. How hard is that?

*Peter Lowitt, AICP is the Land Use Administrator/Director for the Devens Enterprise Commission (with somewhere close to 60 CM credits... but hey, who is counting?)*

# MetroFuture: From Plan to Action

Join the Metropolitan Area Planning Council (MAPC) in an evening of discussion, information and collaboration on how we can turn our vision of Greater Boston into reality.

Tuesday, June 9, 2009 6:00-9:00pm

Complimentary dinner and registration begins at 5:00pm

**The Colonnade Hotel, 120 Huntington Avenue, Boston**

Convenient to MBTA Green Line, Prudential Station and MBTA Orange Line and Commuter Rail, Back Bay Station

Free admission and all are welcome

Please join us!

MetroFuture is a roadmap for shared prosperity and sustainable development in Greater Boston. This plan was created by MAPC with the help of thousands of "plan builders," and completed in December 2008 with the approval of thirteen implementation strategies. Now, we turn our focus to priority actions needed to meet the MetroFuture goals:

- Transportation Finance Reform
- Green Energy and Job Creation
- Local Smart Growth Planning
- Advocacy Tools and Techniques

To learn more and to register, visit:  
[www.metrofuture.org](http://www.metrofuture.org), call 617-451-2770 x 2057  
or email [metrofuture@mapc.org](mailto:metrofuture@mapc.org)

*MetroFuture: From Plan to Action* will follow the MAPC Council Meeting and annual elections, held in the same venue from 3:30-5:00pm



[www.metrofuture.org](http://www.metrofuture.org)

MetroFuture is an initiative of the Metropolitan Area Planning Council. Please contact us if you have questions regarding childcare and translation options. Wheelchair accessible/hearing assistance devices available  
60 Temple Place, Boston, MA 02111 (617) 451-2770 [metrofuture@mapc.org](mailto:metrofuture@mapc.org)



# Career Opportunities

In an effort to assist planning professionals in the region, the following recently posted listings of jobs have been compiled from online and email listserv sources.

Several listings can be found APA chapter websites at [www.massapa.org](http://www.massapa.org) and [www.rhodeislandapa.org](http://www.rhodeislandapa.org). Posting a job in the newsletter is currently complimentary. See the back page for further instructions. **CLICK** on the position for more detail.

|   |  |
|---|--|
| <b>Cooperative Agreement Specialist</b>                   | BLACKSTONE RIVER VALLEY NATIONAL HERITAGE CORRIDOR, RI |
| <b>Environmental &amp; Regulatory Coordinator</b>         | TOWN OF CONCORD, MA                                    |
| <b>Assistant Planning Director</b>                        | TOWN OF WELLESLEY, MA                                  |
| <b>Director, Metro West Growth Management Committee</b>   | METROPOLITAN AREA PLANNING COUNCIL                     |
| <b>Sr. Project Manager / Project Manager</b>              | JUST A START CORPORATION                               |
| <b>Coastal Resources Specialist</b>                       | CAPE COD COMMISSION                                    |
| <b>Lead Planner/ Permitting Specialist</b>                | PAUL FINGER ASSOCIATES, INC                            |
| <b>Transportation Program Manager</b>                     | BERKSHIRE REGIONAL PLANNING COMMISSION                 |
| <b>Lecturer in Housing Policy and Planning</b>            | MIT DEPARTMENT OF URBAN STUDIES AND PLANNING           |
| <b>Senior Project Manager for Real Estate Development</b> | COMMUNITY WORKS RHODE ISLAND                           |
| <b>Sustainable Planning Specialist</b>                    | SASAKI ASSOCIATES, INC.                                |
| <b>Planner</b>  | CONCORD SQUARE PLANNING AND DEVELOPMENT                |
| <b>Land Conservation Program Assistant</b>                | ESSEX COUNTY GREENBELT ASSOCIATION                     |
| <b>Land Management Consultant</b>                         | ORLEANS CONSERVATION TRUST                             |
| <b>Executive Director</b>                                 | NATURAL RESOURCES TRUST OF EASTON                      |



*Special thanks to  
our newsletter  
committee members!*

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#### QUESTIONS

For any questions about the newsletter, please contact Sabine Prather, Roberta Groch or Felipe Schwarz

#### CHAPTER MAILING ADDRESS

*for the MAAPA chapter:  
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East Providence, RI 02914*

#### NEWSLETTER CONTENT

If you would like to submit newsletter content (feature articles, newsitems, etc.), please submit articles and other content to Roberta Groch and Sabine Prather. Photos/graphics are highly recommended. Please limit the word count to 1,000–1,500 words. Announcements about events, workshops, conferences, etc, should be sent to Felipe Schwarz. Please note that submitted content may be edited by the committee.

#### NEWSLETTER DUE DATE

For inclusion in the monthly newsletter, PLEASE SUBMIT CONTENT BY THE 20TH OF EACH MONTH. The chapters produce 10 newsletters a year.

#### CONSULTANT ADS

We welcome advertisers to market services or products in the newsletter.

The newsletter offers two ad sizes:  
*Business card: \$35/month or \$350/year*  
*¼-page: \$50/month; \$500/year*

All ads must be formatted as either vector (preferable) or high resolution raster images. Acceptable file formats are as vector(.pdf, .ai, or .eps) OR raster (minimum of 200dpi .jpeg, .png, or .tif). The ads can be color.

Business card: 3.5in (w) × 2in (h)  
¼-page vertical: 3.5in (w) × 4.875in (h)  
¼-page horizontal: 4.75in (w) × 3.5in (h)

When complete, email your ad to Felipe Schwarz. Send your payment with cover letter to the Massachusetts or Rhode Island chapter mailing address.

#### CAREER OPPORTUNITIES ADS

Posting ads is currently complimentary. Ads may be posted on chapter websites or emailed to Roberta Groch or Sabine Prather.

Go to [www.massapa.org](http://www.massapa.org) and [www.rhodeislandapa.org](http://www.rhodeislandapa.org) for instructions.