

**MINUTES OF BOARD MEETING**  
**Newark Club, One Newark Center, Newark, NJ**  
**June 19, 2008**

**INSTITUTE OF TRANSPORTATION ENGINEERS**  
**METROPOLITAN SECTION**

**EXECUTIVE BOARD**

<i>President</i>	<i>Edward Bolden</i>
<i>Vice President</i>	<i>Gordon Meth</i>
<i>Secretary</i>	<i>Raymond DiBiase</i>
<i>Treasurer</i>	<i>William McMenamin</i>
<i>Past President</i>	<i>Armando Lepore</i>
<i>Jr. Section Director</i>	<i>Lawrence Lennon</i>
<i>Sr. Section Director</i>	<i>Joseph Orth</i>

**STANDING COMMITTEE CHAIRS**

<i>Awards</i>	<i>Armando Lepore</i>
<i>Career Guidance</i>	<i>Gustavo DaSilva</i>
<i>Industry</i>	<i>Rich Marsanico</i>
<i>Legislative</i>	<i>Leon Goodman</i>

**LOCAL ARRANGEMENTS**

<i>Local Arrangements, Northern NJ</i>	<i>Grace Borden</i>
<i>Local Arrangements, Southern NJ</i>	<i>Kevin Conover</i>
<i>Local Arrangements, New York</i>	<i>Wasif Mirza</i>
<i>Local Arrangements – L. I.</i>	<i>Lynn Weyant</i>
<i>Local Arrangements – Westchester</i>	<i>Michael O'Rourke / Brian Dempsey</i>

**INTERNATIONAL DIRECTOR**

*Lynn LaMunyon*

**NON-STANDING COMMITTEES**

<i>Membership Coordinator</i>	<i>Bob Brakman</i>
<i>New Jersey Membership</i>	<i>Haseeb Ahson</i>
<i>New York Membership</i>	<i>Albert Dawson</i>
<i>Newsletter</i>	<i>Mayer Horn</i>
<i>Nominations</i>	<i>Michael Salatti</i>
<i>Professional Development</i>	<i>Thomas Arlo</i>
<i>Public Information</i>	<i>Mayer Horn</i>
<i>Student Outreach</i>	<i>John Miller / Ben Szeto</i>
<i>Communications</i>	<i>Paul Truban</i>
<i>Technical</i>	<i>Ira Huttner</i>
<i>Web Site</i>	<i>Mark Kulewicz / Christopher McBride</i>
<i>Photographer</i>	<i>Jennifer Bates</i>

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Attendees:

Ed Bolden	Gordon Meth
Bill McMenamin	Ray DiBiase
Armando Lepore	Larry Lennon
Lynn La Munyon	Andy Saracena
Lee Goodman	Grace VanKirk
Haseeb Ahson	Mayer Horn
Chris McBride	Ben Szeto
Anthony Albano	Michael Yu

Edward Bolden called the meeting to order at 1:40 pm.

**Old Business:**

**Meeting Minutes** –Gordon Meth made a motion to adopt the April minutes, Larry Lennon seconded, and by a unanimous vote the minutes were approved.

**Status of Speakers Bureau** –Ed Bolden stated that Andy Paluri is pursuing the participation of NJDOT Highway Traffic Safety in the Speakers Bureau.

**Subsidies for Retirees** – Grace VanKirk stated that there were a number of subsidized attendees (government employees and retirees) at today’s luncheon meeting. A discussion ensued regarding how retirees’ attendance would be budgeted. Gordon noted that meeting expenses are a budgeted item, and subsidies are not broken out separately in the budget.

**Today’s Technical Session** – Certificates from today’s session were unavailable. Grace will provide a list of attendees to Tom Arlo, so that the certificates can be distributed.

**Joint District 1/District 2 Meeting** – Lynn LaMunyon stated that the bill from the Atlantic City Hilton Hotel has not been finalized, but it appears that the meeting achieved a surplus of about \$7,000, although the intent is to break even. There were approximately 275 attendees.

**May 15 Webinar** – Gordon indicated that attendance for the May 15 webinar on traffic signal audits was disappointing. Gordon stated that attendance was 22 for Long Island (Bill McMenamin stated that the vast majority were GPI employees), 4 for Manhattan, 10 or 11 for Newark (registered), 9 or 10 for Westchester and 11 for Central New Jersey. Potential reasons for this included a mid-afternoon start time (it was felt the lunch hour would have been a better time), a topic that may not have been too popular, a presentation that was not the best, technical problems with this (and prior) presentations, and shifting the Newark site from the Port Authority to ensure that the venue would be sufficiently large. Lynn stated that she will give feedback to Headquarters, and that the price for each site reflects development costs for the sessions.

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**June 19, 2008**

Gordon stated that when this is done in the future, attendees taking the exam should be required to pay the \$10 fee, and that there should be three sites: New Jersey, Long Island and Westchester. Those two New York sites were more popular than New Jersey sites, possibly because of New York's continuing education requirement for PE's.

**NJ Assemblyman John Wisniewski's Proposal for Local Approval of Traffic**

**Signals** – Lee Goodman indicated that the text of the bill (which would remove NJDOT from the review process and transfer it to local jurisdictions, which in turn would assume any potential liability associated with the approval of new signal installations) does not specifically mention traffic signals. Gordon stated that bill does apply to signals, and that the bill is pending in the State Assembly. Lee spoke with Rick King, who spoke with Pat Ott of NJDOT Highway Traffic Safety, who stated that NJDOT wrote the legislation, in large part because there is a lack of staff to perform the reviews. After a discussion, it was agreed that if NJDOT would not be reviewing traffic signal plans, the agency should conduct audits to review the effectiveness of the new procedure. Following a motion by Gordon Meth, seconded by Ray DiBiase, and unanimously approved, Lee will draft a Met Section position paper on this issue and will circulate it for comments via e-mail.

**Awards** – Armando Lepore asked for suggestions for the annual awards, to be given in January 2009.

**New Business:**

**McTrans Training Session** – Ed Bolden summarized his discussions with Bill Sampson of McTrans regarding Met Section sponsorship of the session, which would be held in the fall. Gordon stated that the Section should be involved because education is one of its primary missions. The consensus was that the Section would let McTrans assume any financial risk with the session.

Following a motion by Gordon Meth, seconded by Bill McMenamin , and unanimously approved, Ed Bolden was asked to negotiate the following with McTrans:

- The Met Section will find a venue (with computer stations if necessary), will advertise and promote the session, will collect fees, and will not be financially responsible for losses
- The Section should be reimbursed \$500 for these functions
- McTrans will investigate issuance of NY PE continuing education credits (the civil engineering program at the University of Florida, where McTrans is based, can issue continuing education credits which meet NY requirements)

**Continuation of Luncheon Meetings** – Grace indicated that today's attendance was 54, with a significant number of subsidies (four members received lifetime membership certificates), so the meeting probably would not break even. There were favorable comments regarding the venue and the food, a note that June may be a tough time to

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expect high attendance, and the consensus was to retain a luncheon meeting here for next year.

**Attendance at Regular Meetings** – Gordon stated that attendance has been declining for the last two years. For example, Koenig's attendance declined from 104 to 98 to 83 from 2006 to 2008. He has most of the attendance figures, but will conduct a further analysis. Gordon and Ray will discuss arrangement of a site for the January 2009 meeting. A significant financial loss was incurred at Club 101, this year's site. Returning to Captain's Ketch in Lower Manhattan is a possibility. The comment was made that activities at the evening meetings (i.e. speakers and dinner service) need to be expedited. Mayer stated that meeting dates should be forwarded to NYMTC, the North Jersey Transportation Planning Authority and the Regional Plan Association for advance publishing.

**Potential additional Met Section Award** - Ed asked for input regarding an award for Brian Ketcham, a member who has contributed thousands of volunteer hours providing professional engineering services to low income communities. The consensus was that recognition should be given in TransTalk, possibly in a regular column which recognizes similar efforts by members.

**Informal July Board Gathering** – Joe Orth will arrange this.

**TransTalk** – Mayer purchased Adobe Acrobat Professional for the Met Section. (He submitted a copy of his credit card receipt to Bill for reimbursement.) The CD can be used to install the software on a second computer. For now, Mayer will hold onto the CD until a second Met Section user is selected.

**E-mailing for Paul Eng-Wong** –Ed Bolden stated that members can send an e-mail to fellow employees in support of Paul in his run for International Vice President. Ed asked that anyone contemplating this contact him, as he is planning a mailing for his firm. Voting opens on July 9.

**PDH Fee Policy (Evening Session)** – A question regarding the fee to be charged for those attending the evening technical session, but not eating a meal, was raised. Following a motion by Bill McMEnamin, seconded by Gordon Meth and a unanimous approval, the fee was set at \$20.

The meeting concluded at 3:05 pm, following a motion to adjourn by Ray DiBiase, a second by Bill McMEnamin, and a unanimous approval.

Respectfully submitted,

Raymond DiBiase