

Somerville Transportation Equity Partnership

Annual Meeting of the Steering Committee and Members

Date: April 28, 2010

Attendees: Ellin Reisner, Wig Zamore, Karen Molloy, Andrea Yakovakis, Steve Mulder, Naomi Slagowski, Mike Capuano, Ken Krause, Katjana Ballantyne, Liz Fong, Elizabeth Murphy, Lynn McWood, Mike Richardson.

Quorum Present? Yes

VOTES:

Officers:

President – Ellin Reisner

Treasurer – Andrea Yakovakis

Secretary – Liz Fong

PROCEEDINGS:

Introductions and announcements

Updates

- Financial status report
- Other updates

Action Items

- Voting of officers, paying of dues
- Community Corridor Project Charrette outreach
- Land use/design for maintenance facility
- Preparation for ArtBeat

ANNOUNCEMENTS:

- National Institute of Environmental Health Conference
 - Ellin and Doug Brugge attended a conference in North Carolina to talk about the study being done on near-highway air quality.
 - A similar study is being done in California with air pollution caused by ports. The group working in that area are holding a conference and soliciting things that people would be interested in seeing at the conference. Ellin will send out a flyer when she gets it. If someone is interested in attending this conference, STEP might be able to help with this.
- Metropolitan Planning Organization
 - It is election time at the MPO, and Somerville's seat could be re-elected to another town.
- Air pollution
 - There have been a lot of stories in the news lately about air pollution. It seems like this is really getting into the mainstream consciousness.
- Financial status report
 - Jack Gonsalves met with STEP officers over the weekend to talk about finances. Now that we are a 501(c)(3) there are a some things we need to be sure to do for tax reasons. Jack was very helpful and gave us a lot of good advice.

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- Andrea gave a report of expenses and payments from 2009. She will also email this.
- We paid dues.
- New Federal Transit Funding Guidelines
 - The new guidelines favor livability, and the Community Path would make the Green Line be a good case for funding because of improved livability.

Action Items

- Steering Committee/Board of Directors/Other official business
 - As a tax exempt organization, we might need to be more formal in our steering committee organization. It is more normal to have officers and a board of directors. We have so far been serving as the officers being the board.
 - This will need to be sent out as a written proposal, and we can vote at the next meeting.
 - We will need to update the bylaws to reflect having a board.
 - STEP has a 501(c)(4) designation, but now that we have a 501(c)(3), we probably don't need to keep them both active anymore.
 - As a 501(c)(3), the treasurer (or accountant) needs to write checks, but secretary signs them. Ellin would not like to sign them since she is involved with the studies that provide us funds.
- Maintenance facility land use and design
 - The maintenance facility will not be part of the CCP charrette process.
 - The final recommendation for the maintenance facility configuration was supposed to be released a couple of weeks ago, but it is not yet.
 - Before the next meeting, think about who we would like to work with on this land use and design, and prepare for outreach to those professionals.
- ArtBeat – July 17th
 - Karen will coordinate ArtBeat, and will send in the application by June 4th.
 - The theme is Water this year.
 - The time line needs to be updated, and Steve will work on that. If anyone has anything they would like to see on the time line let him know.
 - Karen will send out a document with the brochure for any comments and changes to be done.

Project Reports

- HUD study
 - The city got a HUD grant to study the impact of HEPA indoor air filters on air quality near the highway.
 - Mystic Housing Project will be the test area, and STEP and Mystic Housing Tenants Association are community partners.
- Community Corridor Project charrettes
 - STEP has agreed to fund the custodians at the hall, and a light dinner.
 - The charrettes are a place to bring designers together with community members to work on station design and land use surrounding future stations.
 - EPA is paying for a consultant to be at the charrettes.
 - We need to do outreach to design professionals that we know to see who could help with this process.

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- Typically, a charrette will have design professionals do work up front to present to stakeholders. In this case, the professionals will most likely help facilitate and incorporate what community members are interested in. The consultant EPA is providing will have the technical background information that people might need. It will be better if the professionals can meet before the process begins.
- The format will be: two hour intro meeting (May 21st, Friday evening), then a four hour work meeting (May 21st, Saturday afternoon), followed by a two hour follow-up.
- We should have a fund prepared for design professionals to do follow-up work on station and land use design if things come up in the charrettes that need more time and effort.
- The main goals of these charrettes are to make sure people in the neighborhoods know what is going on with the Green Line Extension, and then to get input from the community on station and land use design, and with the help of professionals, submit the idea to MassDOT.
- We need the professionals to help people know what is feasible.
- A similar thing has been done surrounding Lechmere station, so maybe they could present an overview of what they did.
- We need community facilitators for the groups. If you are interested email Ellin.
- Publicity: talk to people you know, facebook, list servs, flyers, notice or articles in papers, TV shows, our web sites.

Next meeting: Monday, May 17th at the VNA Community Room.