



50th anniversary meeting!

BURLINGTON

CELEBRATE THE PAST 2000
CREATE THE FUTURE

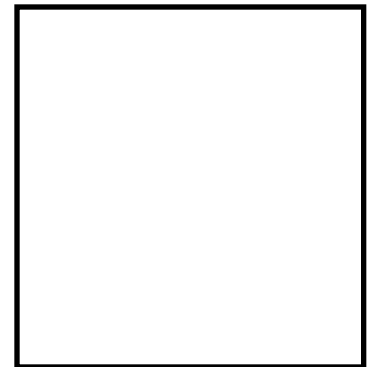
*i*f you have not made your reservations yet for ERAPPA's annual meeting in Burlington, VT., better do it right away! On Sunday, October 8, through Wednesday, October 11, 2000, the 50th annual meeting of the Eastern Region of APPA will convene at the Burlington Sheraton Hotel and Conference Center. The Host Committee from the Northern New England Chapter promises that this event will be the most memorable ever!!

The program theme, "**Celebrate the Past, Create the Future**" will recognize our organization's rich history while maintaining a sharp eye on what the future holds for us as professionals in this millennium.

The education program emphasizes the them through a balanced listing of educational opportunities from technical sessions to management and

motivation presentations. Integrated within the overall conference is a sub-theme and special program titled: "**The Future of the Facilities Management Professional.**" The special program and the overall educational program will commence with a "Call to Action" keynote presentation on Monday morning. The special program will continue with presentations by NACUBO and APPA on topics on leadership, as well as a 90-minute forum presentation by a panel of three to four presidents from local colleges and universities. The overall education program will conclude on Wednesday with a three-hour presentation by the Covey Institute.

Ah, but annual meetings are not just about rigorous intellectual pursuits. Our program will feature high quality in its entertainment as well. Two of the most impressive and important



by Frank Mazzola

attractions in New England will serve as venues for the evening portions of our meeting. On Sunday night, a dinner cruise aboard the M/S Ethan Allen on beautiful Lake Champlain will provide a perfect backdrop for meeting old and new colleagues. On Monday evening attendees will be treated to tours and dinner at the nationally regarded Shelburne Farm Museum, which hosts one of the best collections of folk art in the country. As

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APPA Pacesetter Award *Don Briselden wins*

by Frank Mazzola, New Hampshire Director



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always, spouse and guest activities will be available.

The ERAPPA 2000 meeting will have it all; the famous New England foliage, outstanding educational programs, enticing entertainment, and best of all, great fellowship with hundreds of our friends and colleagues.

Look for registration information in the mail soon. For more information visit our website.

<http://www.errapa.org/erappa2000>

Remember, make your hotel reservations now! Hotels in New England fill up fast in the fall! n

Volunteers are needed for the Burlington 2000 meeting! See *Burlington 2000 Request for Volunteers*, page 3, for contact information.

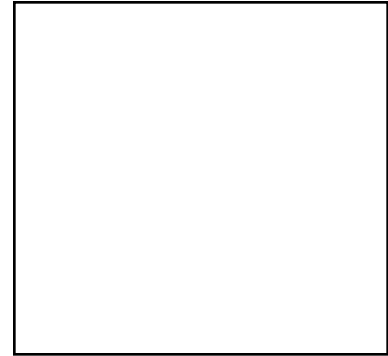
don Briselden, Director of Facilities Management at Philips Exeter Academy in Exeter, NH was awarded the APPAPacesetter Award at the recent APPA Meeting in Fort Worth, Texas.

The Pacesetter Award was established to recognize individuals who have made a significant contribution to APPA at the international, regional and chapter level.

Don's contributions to APPA are numerous; amongst them are:

- Don has served as the ERAPPA Representative to the APPAK-12 Task Force.
- Don serves as the ERAPPA Representative to the APPA Membership Committee.
- Don served as Education Committee Chair for the Eastern Region's 1992 and 2000 Annual Meetings.
- Don has served as Vice President for two years and President for two years of the Northern New England Chapter of ERAPPA.
- Don serves on the APPA Strategic Assessment Model (SAM) Task Force.
- Don was an Instructor of the APPA Facilities Institute for over ten years, and served as Dean of the APPA Institute during its restructuring of the program to its revised four-part format.

In addition to this long list of service accomplishments, many in the



Northern New England Chapter point to Don as instrumental in their participation in APPA programs and goals.

I am proud to be part of the Eastern Region and to have so many friends and colleagues in APPA. Many thanks for thinking of me.

In accepting the Pacesetter Award, Don thanked his friends and colleagues who supported his nomination, particularly those from the Northern New England Chapter. "The word Association in the APPA title is highly appropriate. It is that association with APPA people at the national, regional and chapter level, that is so special and which makes me want to participate in the various committees and events.... I am proud to be part of the Eastern Region and to have so many friends and colleagues in APPA. Many thanks for thinking of me." n



request for volunteers



PHILLIPS EXETER ACADEMY'S PROACTIVE ROLE WITH NATURAL RESOURCE MANAGEMENT PLAN

by *Dennis Huber*, Supervisor of Grounds

Burlington 2000, the Fiftieth Annual ERAPPAMeeting is quickly approaching. Our Host Committee has put together an excellent educational and extracurricular program. The invitation brochure has been mailed and you can view it at:

www.erappa.org/erappa2000/2000html

This review will reinforce just what an excellent educational experience the Northern New England Chapter has put together for ERAPPA.

I'm writing to personally invite you and members of your staff to be sure to join us here in Burlington October 8 - 11, 2000. I would also like to ask you for your help at the annual meeting. The core Host Committee made up of twenty-five facilities personnel from twelve different colleges and universities need additional help once the conference gets under way here in Burlington. If you or members of your staff would volunteer to help during the conference it would greatly aid the chapter in truly presenting an excellent annual meeting.

If you can volunteer please E-mail your name and when you will be available to assist with the meeting.

Thank you in advance and I'm looking forward to seeing you in Burlington.

Tim Pedrotty
CoChairperson, Burlington 2000
Director of Physical Plant
Saint Michael's College

New Hampshire is facing a continued decline of grassland habitat due to land conversion for development, loss of farms, and other factors. Grasslands presently occupy less than 10% of New Hampshire's landscape. This has resulted in a decline of the bird species that utilize this valuable habitat. Phillips Exeter Academy has undertaken a pro-active role in developing a natural resources management plan addressing the natural resources of its forests and fields. This plan includes selective forest thinning, cutting of clear patches to enhance wildlife development, and the improvement of running and hiking trails. Additional initiatives are now underway.

A new area of approximately 10 acres in size, north of the Old Benedetto farm, has been cleared of overtaking shrubs and young trees. This area will be maintained in tall grass, which will provide habitat for certain bird species. While we are mainly hoping to attract the Bobolink, other species that may use the area include: Eastern Meadowlark, Vesper Sparrow, Savannah Sparrow, Grasshopper Sparrow, and Henslow's Sparrow (listed as an endangered species in New Hampshire). Ring-necked Pheasant, and American Woodcock

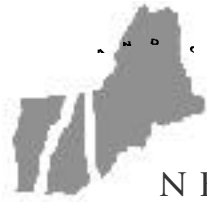
should also benefit. This area will be mowed only late in the season after nesting species have matured and moved on. The progression of this area should be interesting.

We are planning the establishment of wildlife patch cuts in combination with a limited forest thinning west of the Colby Farm Field toward Great Meadows. This project should be completed by the end of the summer. We will be watching for increased wildlife activity in these areas.

Thinning of the pine stand south of the stadium will be completed this summer. The work will be accomplished with a small track driven machine. This should provide a good comparison with the adjacent area completed last year with horses.

Efforts are ongoing to permanently protect certain parcels of academy land through conservation easements. This has been a challenging and informative process.

If you have questions or have information that you wish to share please contact me at 603-777-4436.



BURLINGTON 2000

Field of Dreams Strategy

TARGETS K-12 PROFESSIONAL MEMBERSHIP

I recently had the pleasure of attending the annual APPA meeting in Fort Worth, Texas, as in 106 degrees in the afternoon and a cool 80 degrees at night. Yes, in spite of the heat, it was fun and satisfying. While there, I was able to participate in updating people about our Burlington 2000 meeting and be part of the Membership Committee discussions. Also, Ed Smith and I provided a presentation to the membership on the status of the K-12 Task Force. There were overlapping elements of each session that just came together.

Ed is the Director of Facilities at the University of Rhode Island and is also the chairperson of the K-12 Task Force. We brought everyone up-to-date as to progress regarding the three objectives (Education, Networking and Information Sharing) and reviewed the following goals;

- F Develop an education program that is targeted to meet the needs of the K-12 community.
- F Establish a K-12 web-site presence on APPA's web-site that will include; resource contacts, tools, performance indicators, and best practices information.
- F Develop membership marketing information geared toward the K-12 committee with a presence at the APPA international, regional, chapter and/or state levels.

The membership discussions tied in nicely with positive support for developing K-12 membership through the APPA regions. Good recognition was given to the need to implement the K-12 Task Force "Field of Dreams" strategy. In short, APPA has the resources and education opportunities that appeal to all facilities professionals within higher education and K-12. Once people are aware of those resources, they are more likely to become members. In other words, make people aware of the APPA opportunities and resources and they will join. APPA has take positive actions to make membership more appealing to all facilities professionals. That is good progress.

How does the above connect to the upcoming Burlington 2000 meeting? Well, in several ways. The education program contains many opportunities that will appeal to a wide range of facilities managers, including K-12 potential members. Ed Smith will also provide a leadership and organization challenges presentation with a focus toward K-12 and small college facilities managers.

In closing let me encourage each reader to be aware of the tie-in between the educational opportunities, at such events as the Burlington 2000 meeting, the opportunity to reach out to a broader population of facilities

professionals, and the potential for increasing membership by encouraging and welcoming new participants. Membership growth needs to come from all segments of our profession.

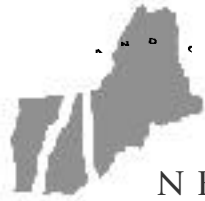
Invite the facilities manager of your local school district or a private school in your area to the Burlington 2000 meeting...

Here is how you can assist this continuing initiative at the chapter level. Invite the facilities manager of your local school district or a private school in your area to the Burlington 2000 meeting; October 8-11, 2000 at the Burlington Sheraton Hotel and Conference Center, Burlington, VT. Please see the NNECERAPPA website for details.

I am sure that such a reach out call would be much appreciated. You can make a difference! Your call also provides an opportunity to send along information about APPA.

Please call me if I can assist, at 603-777-4442. n

Don Briseldon,
Philips Exeter Academy



NNECERAPPA SPRING 2001 *A True Collaboration...*

Anita Bailey, Education Committee Chair

The buzz is all around us now as we wait in anticipation of our upcoming fall ERAPPA 2000 Annual Meeting in Burlington, VT. Some of us are already starting to work behind the scenes to plan our upcoming spring chapter meeting. It is time to mark your calendars for a March 15 to 16, 2001 meeting that will take on a completely new format. We are excited to announce that the next chapter meeting will be a joint meeting with the Southern New England Chapter, to be held at Stonehill College in Easton, MA. Bob Bertram, who many of you know from when he was an active member of our chapter, is now the Director of Buildings and Grounds at Stonehill.

To make the upcoming meeting a true collaboration, Bob and others in his chapter will plan for all of the site-specific items, while the NNECERAPPA Board Members, Education Committee, and others will be responsible for the development of the educational program. Our chapter will also lend assistance in other areas, as needed. This joint meeting will provide a great opportunity to expand on our networking opportunities.

The Education Committee is currently looking for additional chapter involvement in the educational program planning process, and would like help from one or two schools in each of our chapter states to work with us to develop the program. This is a great opportunity for a smaller school to become involved that may otherwise feel overwhelmed at the idea of hosting a meeting solo. If you have not hosted for some time, look at this as a chance to lend support.

If you have ideas for current program topics, or would like to be involved in planning, please contact me by telephone: (603) 777-4434, or e-mail abailey@exeter.edu.

APPA SCHOLARSHIP PROGRAM POLICIES & GUIDELINES

1. The APPA Scholarship Program was established “in order to stimulate further development in the field of facilities management and to advance the purposes of the Association.” according to APPA Bylaws.
2. Only persons **presently employed full-time** in the field of facilities management at an APPA member institution are eligible.
3. Scholarship recipients will be selected by the **regional organizations** and will be awarded by the Educational Programs Committee on an individual basis. (Most regions also offer their own Institute scholarships. *See regional criteria for additional scholarship requirements.*)
4. The **amount** of a scholarship grant will be at the discretion of the **Educational Programs Committee**. Normally, scholarships will be granted to cover registration fees at APPA’s Institute for Facilities Management.
5. **One registration scholarship per region** for each APPA Institute has been authorized by the APPA Board of Directors.
6. Preference will be given to persons who plan to pursue or continue a career in facilities management and who display high motivation and leadership ability.
7. Scholarships will normally be granted to an individual only *once*.
8. Send your completed and endorsed application to the APPA office, address:

APPA Office

1643 Prince Street
Alexandria, Virginia 22314-2818

703-684-1446; Fax: 703-549-2772

E-mail: andria@appa.org

Applications will be distributed to each region. Each region will then make their selections at the regional meeting.



The Institute for Facilities Management

vision, leadership, knowledge

The Association of Higher Education Facilities Officers (Reprint from Brochure)

The Institute for Facilities Management is designed with two goals in mind:

To provide a superior education to mid-level facilities managers in the core areas of facilities management, and to instill in them the vision and leadership abilities they need to responsibly guide their institution's facilities programs.

The Institute offers a diverse range of classes that provide both the in-depth technical knowledge and the broad-based visionary skills that today's facilities professional needs in order to succeed.

The Institute is offered twice a year in various cities across the country. The program begins on Sunday afternoon and adjourns Thursday evening.

Institute curriculum consists of two sections:

1. *Core classes* from the attendees selected area of emphasis:

General Admin. & Management
Operations & Maintenance
Energy & Utilities
Facilities Planning, Design, & Construction.

2. *Elective classes* selected by the attendee in any area.

The program offers four tracks:

General Administration & Management

Learn the skills you need to manage the operations and personnel of a facilities department. You will learn to develop leadership skills and to think beyond daily operations and understand the role of facilities in the education mission of the institution. The GA&M program offers core courses including leadership skills, resource and financial management, business management, decision making, information management, communication skills, ethics, motivational skills and employee relations.

Operation & Maintenance

Study the current methods and practices used in delivering facilities maintenance and grounds care services. The curriculum provides an overview of maintenance management techniques, principles of building systems maintenance, grounds and custodial services, contracting issues and plant renewal programs. Elective courses investigate specific maintenance issues such as roof systems, mechanical/electrical systems, recycling, fire and life safety, emergency preparedness and customer relations.

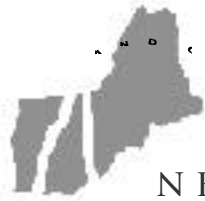
Energy & Utilities

Gain a structured, comprehensive overview of all major utilities services found in a school's physical infrastruc-

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Why You Should Attend

- F First offered in 1982, the Institute is a proven, respected program attended by more than 1,000 attendees every year.
- F Comprehensive curriculum gives you the knowledge to handle nearly every facilities need.
- F Institute instructors are experienced facilities professionals with many years in the field.
- F Small class sizes ensure you get the individual attention you need.
- F Focus on management skills gives you the tools to move up in your career.
- F Program size gives you great opportunities for making professional contacts.
- F Broad selection of electives lets you tailor the curriculum to your specific interests.
- F Both educational institutions and corporate property management companies recognize the quality of the Institute and regularly send their staff.



From The President's Desk

by Dan Gearan, Chapter President

As announced in our last newsletter Ann Bunnel has accepted a job outside the Facilities Management arena and has stepped down from the Chapters Board of Directors. This left us with a vacancy for the Vice President position. I am happy to announce that I have nominated and the Board has unanimously approved Norm Cushman from Middlebury College as our new Vice President. Norm was our Vermont Director and will be vacating that position. I am also happy to announce that that I have nominated and the Board has unanimously approved Dave Cutler from Saint Michael's College as our new Vermont Director. Dave is the Chair of our Subscribing Membership Committee and Chair of the Business Partner Sub-committee for the Burlington 2000 Host Committee. We welcome Dave to the Board and congratulate Norm and Dave on the new positions.

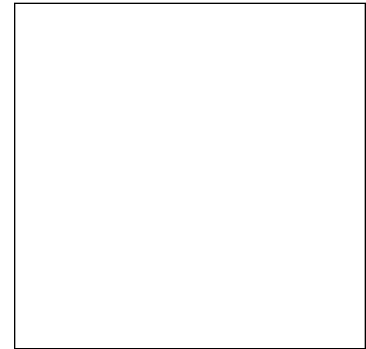
NNECERAPPA AT BURLINGTON 2000

You might have heard by now the Chapter will be hosting the 50th annual ERAPPA meeting October 8-11, 2000 in Burlington. This meeting will also serve as our Fall Chapter Meeting. Typically, we would not schedule any Chapter business at an ERAPPA meeting. With the cancellation of the Spring Farmington Meeting and our next meeting being the joint meeting with the New Southern New England

Chapter, we felt it would be good to have a Northern New England gathering at the Burlington Meeting. The current plan is to have a social hour on Saturday evening before the conference. This will allow us to socialize with our fellow Chapter members and have a very brief update on Chapter business. Look for additional information at the hotel.

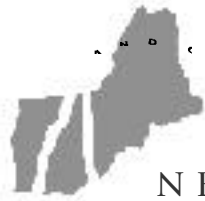
FUTURE MEETINGS

The next Chapter meetings are sure to be a little different than we are use to but in most ways the same. Our fall meeting will be the Burlington 2000 ERAPPA conference. While the scale of this meeting is slightly larger than our chapter meetings, the format is recognizable. Great Educational tracks, Business Partner area, and social events are all part of our chapter meetings as well regional meetings. The Spring meeting will be a Joint meeting with the Southern New England Chapter. Southern New England typically holds one-day meetings with no Business Partner participation. With Bob Bertram's assistance, we will be conducting this meeting in a Northern New England format. It will be exciting to see a different location and meet some new folks from Southern New England. After the spring meeting we will be returning to more traditional meetings starting with next falls meeting at Keene State College. Here is a



schedule of our currently scheduled meetings:

<u>DATE</u>	<u>HOST & STATE</u>
<i>Fall 2000</i>	ERAPPA Burlington, VT
<i>Spring 2001</i>	Joint meeting w/SNEAPPA, MA
<i>Fall 2001</i>	Keene State College, NH
<i>Spring 2002</i>	Bowdoin College, ME
<i>Fall 2002</i>	Colby College, ME (first choice)
<i>Spring 2003</i>	Middlebury College, VT
<i>Fall 2003</i>	(Not scheduled)
<i>Spring 2004</i>	Phillips Exeter Academy NH



vision, leadership, knowledge

The Facilities Management Institute *continued from page 6*

ture. Major topics include utilities distribution issues, electrical heating, chilled water, information systems, water and sewer systems, and central power plants. This program is designed to give you a balance of technical and managerial topics and is tailored to those who have little background in these areas.

Planning, Design & Construction

You will gain a better understanding of the process, procedures, industry prac-

tices, and emerging trends in the design and construction industry and their relevance within an educational environment. Successful campus planning, design and construction efforts require the active involvement of a variety of professionals from different areas. PD&C courses are designed to teach attendees to be more effective project team participants.

To see a full list of courses within each program, visit www.Appa.org Attendees

must select one track when they register and are free to choose their afternoon elective classes from any topic area.

Upon completing the week-long session, attendees receive a certificate of completion for their core area of study.

Upon completing the full program attendees are awarded a plaque recognizing them as full graduates of The Institute. n

University of Southern Maine

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