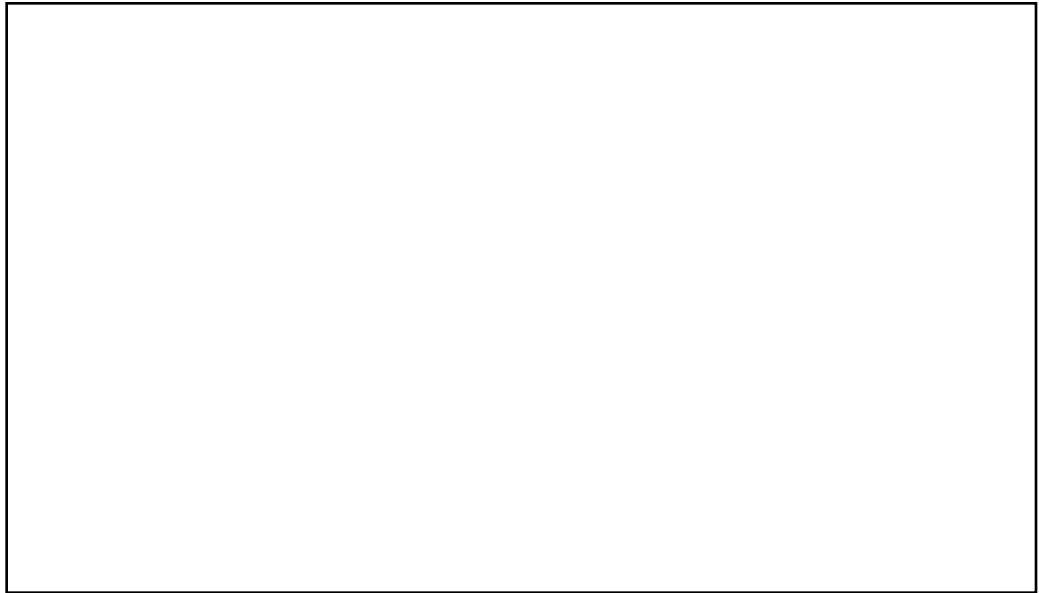
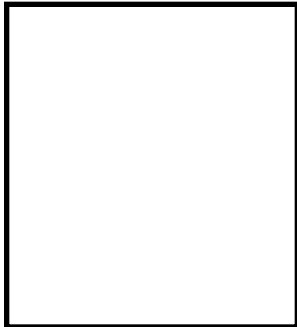


F.R

.P *news*



# KEENE STATE JOINT CONFERENCE



BY FRANK MAZZOLA

*i*t is my pleasure to invite you and members of your organization to the Spring, 2001 joint conference and meeting of the Northern New England and the Southern New England Chapters of the Eastern Region Association of Physical Plant Administrators. The conference will be held at Keene State College in Keene, N.H. on Thursday March 22, and Friday, March 23, 2001. This event will be the first joint chapter meeting in our organization's history! Those of you who haven't visited Keene State College's campus for a

few years are in for a surprise as the campus has experienced tremendous physical change over the past few years, including the Young Student Center, renovations to the Mason Library and the Rhodes Hall Academic Building, which was awarded the AIA-NH 2001 Excellence in Architectural Design Award. You will get to see first hand this new academic building when you attend the educational sessions in these classrooms.

The theme of our conference is "We Make It Happen". This theme will be reflected in several of our workshops that emphasize working as a team - not only within the various trades in the Physical Plant - but also with faculty, staff, community members and outside organizations. The Keynote Speaker

this year will be Dr. Jay Kahn, Vice President for Finance & Planning at Keene State College who will share with us his thoughts about the role of the Facility Manager in helping an institution achieve it's mission. We have over 60 vendors planning to attend, and of course, exceptional food, entertainment and hospitality.

If your institution is in the Northern New England Region and has never sent a representative to a NNECERAP-PA conference, the Chapter would like to extend a special invitation to you. First time attendees may register one person from each institution free of charge (excluding travel and lodging expenses). The Chapter is interested in

CONTINUED ON PAGE 2



# Time Flies!!!

BY DAN GEARAN, PRESIDENT  
NNECERAPPA

JOINT CONFERENCE, FRONT PAGE

getting new institutions to join our very enthusiastic group.

Because of the number of registrants involved in this joint meeting of the Northern and Southern Chapters, it is more important than ever that you return your completed registration form promptly so that we may make necessary arrangements to assure you of a successful conference. We look forward to your visit and the opportunity to rekindle old friendships and to meet new people.

Special Thanks to Brian Wormwood of The University of New England who not only worked very diligently as a member of the Burlington 2000 Committee but went above and beyond with his daily newsletter which was well appreciated by all.

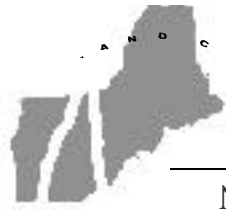
Brian has put a collage together for this edition to show the fun participants had at Burlington 2000. Enjoy the pictures on pages 4 & 7.

Thank You Brian!!!

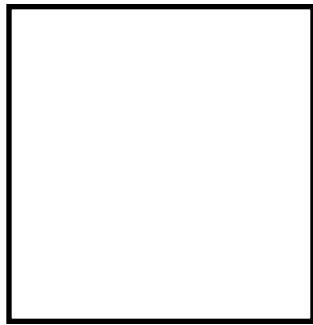
It is hard to believe it has been two years since I became President of the Northern New England Chapter, the elections at the upcoming meeting at Keene State College will be the end of my term. It does seem like a short time ago we were at UNE enjoying a great meeting and I can recall thinking, as a newly elected President should, wow, we have so much to do in the next two years! At the time I agreed to run for this position, I was comfortable in my job at UNE and thought I could focus some time on Chapter Business. As fortune and opportunity would have it, this would soon change and I would start a new job and office at the same time. Well, as I said, it is hard to believe it is two years later and it's time to look at the accomplishments.

I have mentioned in a few speeches that I think the best way to measure the success of our chapter is in the number of educational opportunities that we make available to our members. The Chapter has always done a great job in this area and that continues. In the last two years, we have given almost every scholarship that was available. This has afforded 24 chapter members to attend the APPA Institute. The board has had discussions on how to improve this program in the future. The hope is to go beyond just funding the tuition and also provide assistance with travel and accommodations. Our other source of regular educational opportunity is Chapter meetings. While we have discovered June is not the best time for a Chapter meeting and it has been a while since we have had a "regular" chapter meeting, our chapter meetings remain a great affordable educational opportunity for our members. We have secured locations for Chapter meetings through 2003 to insure this tradition continues. I would have to say our greatest accomplishment of my term has been the Burlington 2000 ERAPPA Meeting. The educational portion of this conference was second to none. I am proud that we were able to show the rest of the region "how we do it"!

I would like to thank the Officers and Board of Directors for their assistance and efforts over the past two years. I would also like to thank the Education Committee for their contributions to the success of the Chapter. The Education Committee has contributed in a number of ways to help make all of our programs successful. Finally, I would like to thank the Membership. This Chapter exists for you, by you. Our members put on our Chapter meetings. Our members put on Burlington 2000! I thank you for making this Chapter successful, a leader in ERAPPA and APPA!



# BURLINGTON FINAL THOUGHTS...



BY DAN GEARAN, PRESIDENT  
NNECERAPPA

**t**hough it was a few months ago, it is still hard to believe Burlington 2000 has come and gone. For those on the Host Committee that planned this great event, it was amazing how the time flew leading up to it. Not just the days and weeks before the conference but the years seemed to pass faster than we ever expected. Yes Years! A small group met 4+ years prior to the event to start to plan and arrange some of the reservations for the meeting. The old saying "time flies when you are having fun" certainly applied to the Host Committee.

When I was involved with the Portland 1992 Host Committee I was amazed by the vast amount of work that had to be done. I was also amazed at how all the work appeared to be done effortlessly. I remember thinking what a unique situation it was that such a big group actively participated, took their assignments and completed them so no one else had to do more than their share. Going into the

Burlington planning I was not sure if that effort could be duplicated. Of course, I should not have been surprised when the effort was not only duplicated but surpassed it in many ways.

As President of the Chapter, I am very proud of the effort that was put forward by all involved and the overall quality of the entire conference that was produced. I would like to thank everyone who helped make this conference a success. There were a number of volunteers who helped out at the conference introducing presenters, assisting vendors, helping set-up... Thanks to these folks for helping out, without you the conference could not have gone as well as it did. I would like to thank the Presenters, the center of this great conference; the educational sessions were some of the best attended that I have seen. I would like to thank our Business Partners; their support is always appreciated. I would like to thank Meg Boera and the UVM conference group for all their support. Finally, I would like to thank the Host Committee:

Tim Pedrotty, Saint Michael's College,  
Host Committee Chair  
Bob Kief, Phillips Exeter Academy  
Bev Gamble, Phillips Exeter Academy  
Don Briselden, Phillips Exeter  
Academy

Ann Goodenow, Bowdoin College  
Anita Bailey, Phillips Exeter Academy  
Rich Wolbach, University of Vermont  
Ann Bunnell, Dartmouth College  
Brian Wormwood, University of New  
England  
Dave Barbour, University of Southern  
Maine  
Norm Cushman, Middlebury College  
Lois Adams, University of Vermont  
Dave Cutler, Saint Michael's College  
Don Safford, Champlain College  
Stan Parker, University of Vermont  
Frank Mazzola, Keene State College  
Linda Ross, Middlebury College  
Gary Parker, formerly of Caselton  
State College  
Dave Early, University of Southern  
Maine  
Gordon Cheeseman, Colby College  
Mae Harrington, Phillips Exeter  
Academy

These fine people gave a huge amount of their time and effort to make Burlington 2000 the success it was. They are a dedicated, hard working group that knows how to accomplish the task at hand and have fun doing it! I thoroughly enjoyed working with them and will miss the regular contact with them that the Host Committee afforded us. I thank you all! n

BY DAN GEARAN, PRESIDENT  
NNECERAPPA

# Joint Meeting?

## What's in it for me?

**O**ften times I am asked what NNECERAPPA is. I usually reply it is an extremely long acronym for... and once I have finished deciphering the name I have to describe what APPA and ERAPPA are... and I am ultimately asked what does the Chapter do that is different than APPA and ERAPPA. Good question. When I start to look at what we do as a Chapter that is different from ERAPPA or APPA, I think it boils down to making educational opportunities available to all staff members of Facilities Management departments in Northern New England. Where else will you find Administrators as well as front line staff attending the same conference? At the region and national levels the focus tends to be more administrative. These conferences tend to require additional travel, which may make it prohibitive for a number of our staff members.

So if you haven't been to a Region or National meeting what are you missing? I often find one of the most rewarding parts of going to any professional organization meeting is networking with fellow Facilities Managers. It is great to have a conversation with someone that has, or has had, some of the exact same problems you have. These opportunities are certainly available at our chapter meetings and what you typically find at region and national meetings is a greater number of these opportunities and a more diverse group. I think the Joint meeting will do just that but at an affordable Chapter meeting. Our colleagues in Southern New England face the same issues we do and are looking for the same answers we are. I am

sure they will appreciate the Northern New England meeting format.

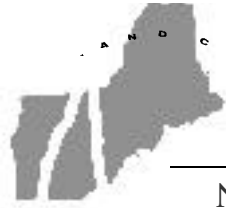
So what is in it for you? Besides the great educational tracks Keene has put together, a wealth of additional information will be there in the form of new people from different institutions that we typically don't have at our Chapter meetings. Take advantage of this opportunity and introduce yourself to some of these folks and see if you can find a solution to that problem you have been having or tell them about the great job you did recently. I think you will find that we all have a lot in common and we can learn a lot from each other. n

**University of Southern Maine**  
Facilities Management  
P.O. Box 9300  
96 Falmouth Street  
Portland, Maine 04103

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***in this issue:***

- Don Safford awarded Emeritus Certificate
- Burlington 2000 Pictorial presentation
- Campus Recycling Conference
- Basic Tools Workshops



## BASIC TOOLS WORKSHOPS



BY ANITA BAILEY,  
CHAPTER EDUCATION COMMITTEE CHAIR

Anyone who knows Brian Wormwood of the University of New England knows that he could figuratively rival any professional circus act in the number of plates that he could keep spinning at one time. He has also been one of the biggest advocates of supervisory training in facilities, through the use of the Basic Tools for Facility Supervisors tapes. For those of you who are unfamiliar with the tapes, they were developed for APPA by Ogden Services Corporation in 1995. The tapes contain seven training modules. Full use of the program can involve quite a time commitment not only for the preparation portion by the trainer, but also for the actual working sessions. But according to Brian, "you cannot afford not to train your people".

With that in mind, Brian has custom arranged the format to work for his facility supervisors. He has run several full sessions for his staff. Brian has even taken his success story on the road at both the APPA and ERAPPA levels through sessions at annual meetings.

There, he described how he has made the training work for UNE Facilities. (Ask his staff how well it works, and they will respond: "It works great!")

In Brian's continuing effort to spread the word on how well your own supervisory staff could benefit from this training, Brian, who is also a member of our Chapter Education Committee, joined forces with fellow committee member Don Briselden of Phillips Exeter Academy. Together, they have decided to take the seven modules and see if they can streamline them into (2) two day sessions that would run several weeks apart (March and May of this year have been suggested). They are in the process of doing the necessary planning that will bring their ideas to fruition. I am scheduled to be in on their first attempts and have to admit that I am very much looking forward to being part of the experiment.

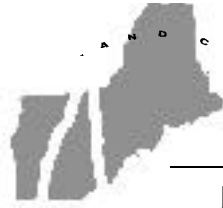
So you can look forward to hearing back from me in a future newsletter article with my assessment of the training. (Careful, here, Don is also my direct supervisor!) And who knows, you may then be reading about them taking their training on the road to an institution near you!

## Yale University to Host Campus Recycling Conference on March 13, 2001

BY ERICA SPIEGEL, SOLID WASTE MANAGEMENT  
SUPERVISOR, UNIVERSITY OF VERMONT

Mark your calendar to attend this regional event. Don't miss this full day dedicated to recycling, waste reduction and waste management issues on campus. Featuring speaker presentations, roundtable discussions, and exhibit hall all at one venue. To get a brochure with details and registration please contact: Luke Miller [lukem@nrc-recycle.org](mailto:lukem@nrc-recycle.org), 703-683-9025 or CJ May [cyril.may@yale.edu](mailto:cyril.may@yale.edu), 203-432-6852

Shortly before the Holidays, a group of NNECERAPPA members from the Burlington, VT area, met for lunch and presented Don Safford, Director of Champlain College and long time member of NNECERAPPA, an Emeritus Certificate. Don will have the best of two worlds with living in Florida during the winter months and in South Hero, VT during the summer months. Our best wishes are extended to him for a restful and fun filled retirement.



## BiAnnual Election of Officers to be held at Keene State!

BY LOIS ADAMS

The Spring joint meeting of Northern New England and Southern New England Chapters of ERAPPA will be held at Keene State College on March 22-23, 2001. The most important item on the agenda will be the biannual election of officers for the Northern New England Chapter. Nominations for open positions are requested to be submitted no later than February 16, 2001. Any Chapter member may propose a name for nomination.

Can anyone be an officer? Yes! Any employee of a member institution is eligible to run for office. Any organization needs new blood to bring fresh ideas and enthusiasm to its activities, and this chapter is no exception. The Northern New England Chapter has been fortunate to have had energetic and hardworking officers and directors, but there are plenty of opportunities for new people to get involved. We know there are many talented people in our membership, and those abilities are needed at the Chapter level if we are going to maintain our position as a leader in ERAPPA.

Chapter Officers (President, Vice President, Secretary/Treasurer) cannot serve in the same position for more than one term, so each of these positions must be filled with a different person. State directors are limited to two terms. The Maine Director, Ann Goodenow, and the New Hampshire Director, Frank Mazzola, are not eligi-

ble for reelection but the Vermont Director, Dave Cutler, is eligible for reelection, if nominated. Dave is currently completing the term for Norm Cushman who filled the Vice President position after Ann Bunnell resigned. The outgoing President automatically moves into the Past-President position.

President Dan Gearan has appointed a Nominating Committee, composed of representatives from each state. Gordon Cheeseman of Colby College will chair the Committee assisted by Don Briselden of Phillips Exeter Academy and Rich Wolbach of the University of Vermont. Nominations for officers and directors should be submitted to me at the University of Vermont, Physical Plant Dept. 284 East Ave., P.O. Box 50501, Burlington, VT. 05405 by February 16, 2001. I will then forward them on to the Nominating Committee for review.

Our Chapter has always been a pacesetter in the Eastern Region of APPA and our Chapter meetings are almost unique in their level of quality and in the participation and support of the members. This election is an opportunity to put our best people in positions where they can continue our tradition of excellence.

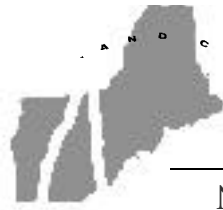
Send in your nominations today!

NNECERAPPA's scholarship recipients for APPA's Institute for Facilities Management held in Pittsburgh, PA in September 2000 were Connie Stevens and Keith Ronalter of Phillips Exeter Academy, Exeter, NH.

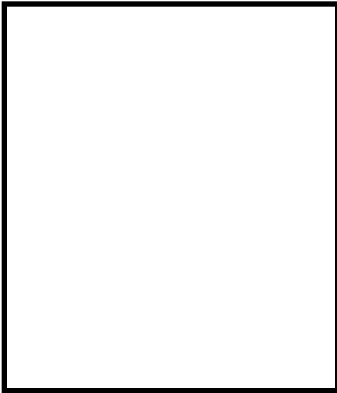
Recipients for the January 2001 Institute held in Newport Beach, CA will be Dale Deblois, Colby College; Anita Higgins, University of Southern Maine; George McPhail, Middlebury College; and Linda Ross, Middlebury College.

In 1984 our Chapter established a scholarship to each APPA Facilities Management Institute in the form of a full tuition payment for up to six persons, two from each state in the Chapter. The Chapter has also established a \_ tuition scholarship to all other APPA Educational Programs, for up to three persons, one from each state in the Chapter. The Scholarship Application Form is found at our website: <http://www.erappa.org/nne/>. It can be forwarded to any of the State Directors or to the Secretary/Treasurer for presentation to the Board of Directors before each semiannual meeting.

ERAPPA also has scholarships available for the APPA Facilities Management Institute. They award six scholarships, four of which are funded by the ERAPPA and the remaining two supported by APPA. The completed application form is mailed to APPA's main office in Virginia.



# MEMBERSHIP Update...



BY DON BRISELDON,  
PHILLIPS EXETER ACADEMY

**B**est wishes to everyone. As we move into this new year, I want to provide a few thoughts about APPA membership and update you on the status of membership within our regions

As we all know, growing and sustaining membership is key to our association's long term health. Consider this fact: APPA's income is derived chiefly from its dues, its educational programs, and its publications. If we do not retain and grow members, APPA cannot sustain the programs and the entire association will be on a downward spiral.

I can report that the concerns about the decreased membership has given way to optimism as our membership actions are taking effect. The intensive efforts made by APPA, the membership committee, and involved

APPA members have paid off. There has been a marked recovery in the association's membership. This recovery shows well in the Eastern Region where the region's membership has risen from a low of 1370 members in 1997 to 1462 as of the end of November. That fits within an overall APPA growth of 2.3% in institution and a 14% in business partner membership.

We intend to keep this trend going. Significant additional support is being provided by APPA and ERAPPA. Dina Murray, the APPA's Director of Membership, is working hard to develop the membership statistics, contact lists and recruitment information so that we can support the regional and chapter membership. Her efforts are being supported locally by the APPA membership committee and the ERPPA membership task force.

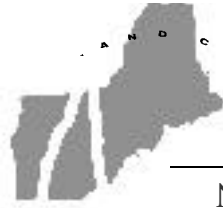
Well, with that as a summary, the question you may ask is: "How can I help". Our membership success will result from our work at the local level by contacting people you know at colleges, universities, and K-12 schools and inviting them to our chapter and regional meetings. Not only do we need institution members, we also need to increase the number of associate members (the people who work with you in your department) and business partners. Reach out to one of your colleagues and invite them to your next meeting. Hopefully, with this renewed effort, and the assistance of all of our members, we

will continue to see the positive growth in the Chapter, ERAPPA and APPA. Here are a few of the Tips on Recruiting that you may consider.

- , Continue to stress personal contact.
- , Expand new member programs.
- , Stress recruiting articles in the regional and chapter newsletters.
- , Provide APPA recruiting material to Chapter membership.
- , Let Dina, Bob Bertram or me know about potential members
- , Send membership change information (moves, adds, deletes) to Dina.
- , Reach out to potential members on a local level.
- , Stress the resources that are available by association with APPA.

In December, Bob Bertram, from Stonehill College, replaced me as the ERAPPA membership committee representative. Being part of the committee and representing the region and the chapter has been enjoyable. Thank you for your help. I hope to continue supporting membership growth through the Chapter.

Please contact Bob Bertram (508-565-1361), or me (603-777-4442) if we can assist you in getting membership information to potential members. Dina Murray, APPA's director of membership, will follow up with the Eastern Region's membership packets to potential members. You can reach Dina at (703) 684-1446 or [dina@appa.org](mailto:dina@appa.org).



# APPA: A WORLD OF ONLINE RESOURCES

BY JAN CONAT & DON BRISELDON  
PHILLIPS EXETER ACADEMY

Where is **APPA** on your horizon? Is it an organization that comes to mind once or twice a year when you attend the chapter meetings? Or, is it a daily source of information and assistance?

**APPA** and all of its resources are as close as your fingers; just a keystroke away. So click on and take a look at the **APPA** web-site [www.appa.org](http://www.appa.org) and you will see what **YOUR GLOBAL PARTNER IN LEARNING** has to offer. There really is a world of resources at your fingertips. Here are some of the resources that await you.

Enter the **APPA** website by typing in [www.appa.org](http://www.appa.org)

TOP O' THE PAGE: Here are the headliner links.

About **APPA** – Find out who APPA is, what they stand for and who their members are.

Education – View the facilities calendar and all upcoming events.

Institute for Facilities Management - Scottsdale, AZ  
- September 2001

**APPA** Annual Meeting, July 22-24 - Montreal

Professional Leadership Center

Membership: Essential information to recruit new members.

News – Read **APPA's** top stories hot off the press. Also you can find the 2001 member directory here.

Resources – A link to the bookstore and helpful publications.

Job Express – Looking for the perfect job? Or, look-

ing for the perfect candidate for a job opening you have? Look here.

K-12: Essential information for those in the K-12 facilities.

**APPA'S CORE COMPETENCIES:** Click into information in the following four areas:

General Administration  
Maintenance & Operations  
Energy & Utilities  
Planning, Design & Construction

**AT THE SIDE BAR:** Shortcuts to the following helpful items:

Buyer's Guide – Listing of APPA's business partners and detail about the products/services they provide.

Toolbox – Under the toolbox are the following items:

- A calendar of events
- Facilities EDU – Visit websites for different Facilities departments around the country. Get info on campus happenings, ongoing construction and campus directories.
- Member directory – become a member or update your own member info.
- Staff contact info – under this heading you can view the **APPA's** board of directors or locate your own regional rep.

**APPA** Award Winners 2000 – Listing of individuals and universities who achieved recognition for their excellence in 2000.

2000 Annual Report – View the annual report and a message from the president.

**APPA** 2000: Conference Proceedings – View the conference agenda and speakers list.