



**NEW ENGLAND SECTION
INSTITUTE OF TRANSPORTATION ENGINEERS
ESTABLISHED 1947**



2005 DIRECTORY



Prepared by:
NEITE
Public Relations Committee



Prepared for:
New England Section of the Institute of Transportation Engineers



www.neite.org

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New England Institute of Transportation Engineers

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FOREWORD

Dear NEITE Members:

It is with great pleasure that I present the 2005 New England Section ITE Directory, which was last prepared as a Draft in December 2004 and before that, in 1994. This Directory updates the information in the 1994 version and provides additional information as appropriate.

The Directory will be made available on the NEITE website and in hard copy form. From now on the electronic version of the Directory will be updated regularly.

I wish to thank Mr. Joseph Balskus and the Public Relations Committee for their efforts in compiling the updated information and preparing the Directory as well as the Executive Board and other Committee Chairpersons who provided assistance.

Very truly yours,

Kenneth Petraglia, P.E., PTOE
NEITE President

HISTORY OF NEW ENGLAND SECTION ITE

The establishment of the New England Section of ITE was announced during the business session of the 18th Annual Meeting of the Institute held in Detroit, Michigan, on October 1-4, 1947. The creation of the Western States, Midwest, and Florida Sections was also announced at that time. Prior to this, the structure of the Institute consisted of the New York, Michigan, and Washington (D.C.) Sections.

Much of the initiative to organize the New England Section came from traffic engineers in the New Haven and Hartford areas of Connecticut who had attended some of the New York Section meetings and were informally included in what was then called the New York Metropolitan Section. As the interested Connecticut group became larger, however, the desire to become a separate Section grew stronger. The Institute's first student chapter was organized by the Bureau of Highway Traffic at Yale University in October, 1947 and its members were eager to attend professional meetings of local and state traffic engineers.

The first meeting of the New England Section was on October 22, 1947. This, and subsequent meetings were held in New Haven, Connecticut until November 9, 1949, when a joint meeting with the Highway Planning Officials of the North Atlantic states was held in East Hartford, Connecticut.

Since that time, and with increasing Section membership in Massachusetts and New England States to the north and east, the locations of New England Section meetings have been distributed throughout the New England Area. In recent years, NEITE membership has grown to over 700 members across New England, with over 300 in Massachusetts and 130 in Connecticut making up the bulk of the membership.

Since the inception of the NEITE, the Section has had over 60 Presidents, several of whom have gone on to hold the office of National (or International as it is now known) President of ITE. Many of the earlier NEITE Presidents have since passed on to the "Big Intersection in the Sky".

In the past, the Executive Board of the NEITE consisted of four Directors, one Secretary-Treasurer, one Vice-President and a President. Effective January 1995, the Executive Board was changed to include four Directors, one Secretary, one Treasurer, one Vice President and one President. Fall elections are held each year and the elected officers assume their duties between January and December.

There are four dinner meetings held each year (April, June, September and December) and at least five Executive Board meetings held to discuss business associated with Section, District and National activities along with Committee reports. The Annual Dinner Dance (former Ladies Night and Valentine's Day Dance) was established in the late 1960's and was once the Section's annual social function and provided a celebratory setting to honor recipients of the awards. This social function format was last held in 1991 at the Mystic Hilton in Mystic,

Connecticut. Subsequent to the last social function, the format was changed to the current annual meeting format held the first Monday in December in Rhode Island.

The membership and demographics of the Section has grown and based on these numbers the Section has 6 District delegates out of a possible 15 delegates provided for in the District 1 Charter. District 1 includes New England, New York, and parts of New Jersey. The District 1 Area includes three sections: New England, New York Upstate, and Metropolitan Section of New York/ New Jersey. The gender distribution of the Section is now more than ever diversified with men and women professionals.

The 80's and 90's produced more student involvement and the formation of State Chapters. Officially designated student chapters include University of Massachusetts at Amherst, University of Massachusetts at Lowell, Northeastern University and University of Rhode Island. The University of Connecticut at Storrs student chapter has been dormant with plans to resurrect the chapter in the coming year. The former Ginger Group was renamed the Young Professionals Group in the late 90's, becoming a strong voice at the NEITE meetings and very much involved with the technical programs offered.

The State of Maine produced the first ITE State Chapter, followed by Connecticut, Massachusetts, Vermont and New Hampshire. Rhode Island is now in the process of forming a Chapter.

Credit for this summary of the NEITE history is owed to John Thompson, P.E.

2005 NEITE EXECUTIVE BOARD

Position	Name	Telephone	Email
President	Kenneth Petraglia	(617) 357-7755	kpetragl@hdrinc.com
Vice President	Neil Boudreau	(617) 973-8211	Neil.Boudreau@state.ma.us
Secretary	Joseph Segale	(802) 383-0118	jsegale@rsginc.com
Treasurer	John Mirabito	(781) 221-1126	jmirabito@fstinc.com
Past President	Kevin Hooper	(207) 878-5790	khooper@maine.rr.com
Director	Joseph Molinaro III	(617) 828-2875	jmolinaro@vhb.com
Director	Joe Lowry	(603) 644-5200	jlowry@louisberger.com
Director	Fayssal Husseini	(617) 242-9222	Fhusseini@ekmail.com
Director	Julie Annino	(860) 594-2730	Julie.annino@po.state.ct.us
Immediate Past President	Kevin Hooper	(207) 878-5790	Khooper1@maine.rr.com

STATE AND STUDENT CHAPTERS

Chapter	President	Telephone	Email
Maine	Kevin Hooper	(207) 878-5790	<u>khooper1@maine.rr.com</u>
Connecticut	Carla Tillery	(203) 281-3533	<u>ctillery@fhiplan.com</u>
Massachusetts	Jim Terlizzi	(978) 374-0519	<u>JTerlizzi@mvpc.org</u>
Vermont	Roger Dickinson	(802) 878-4550	<u>roger@LDengineering.com</u>
New Hampshire	Kevin R. Dandrade	(978) 794-1792	<u>kdandrade@tecmass.com</u>
UMass/Amherst	Michelle Langone	(617) 974-7095	<u>mlangone@engin.umass.edu</u>
Northeastern	Peter Furth	(617) 373-3447	<u>Pfurth@coe.neu.edu</u>

DISTRICT 1 – EXECUTIVE COMMITTEE

Position	Name	Telephone	Email
Chairman	Rodney Emery	(617) 242-9222	<u>remery@ekmail.com</u>
Vice Chairman	Lynn LaMunyon	(732) 577-9888	<u>llamunyo@schoordepalma.com</u>
Sec./Treasurer	Michael Schauer	(518) 431-4125	<u>Michael.schauer@fhwa.dot.gov</u>
Administrator	Alan Gonseth	(212) 427-8368	<u>gonseth@engineer.com</u>
International Director	Kim Hazavartian	(603) 226-4013	<u>keh@tepllc.com</u>
Immediate Past Chairman	Paula Benway	(585) 475-6006	<u>pfbcps@rit.edu</u>

COMMITTEE DESCRIPTIONS

Awards

The Chairperson of the Awards Committee is to be appointed by the President and will in turn select six members (one from each state) to serve on the Committee. Each Committee member is to serve non-concurrent three-year terms. Each year two of the members should be replaced with new members from the states losing their representation.

The Chairperson will vote only to break a tie. He will report the results of the Committee's work directly to the President. The following are general guidelines for selecting award recipients:

Distinguished Service Award

The Distinguished Service Award is intended to recognize outstanding service and contributions by a Section member to the activities and welfare of NEITE.

The Committee shall consider only members of entities of NEITE who have demonstrated an outstanding record of service to the Section. The Committee may consider a former member of NEITE for his/her service while as a Section member. More than one award can be made to deserving members. Committee members, in making recommendations for DSA, shall prepare written recommendations which cite the nominee's accomplishments. The Chairman shall circulate these materials for Committee review prior to a Committee vote.

Transportation Engineer of the Year Award

The Transportation Engineer of the Year Award is intended to recognize outstanding technical proficiency by a member of NEITE. The Committee shall consider only members that have displayed exceptional technical accomplishments in the form of written articles or reports, or development of a new concept and/or theory related to transportation engineering or major transportation project.

Transportation Leadership Award

The Transportation Leadership Award is intended to recognize an individual who is not a member of ITE who has made a major contribution to the transportation field. The Committee shall only consider potential candidates that have demonstrated a dedicated effort to major transportation projects in an effort to improve the movement of people and goods.

Young Professionals Group Award

The Young Professionals Group Award is given to a deserving individual who has been a member of the Section/profession for five years or less.

Charter/By-Laws

This Committee is responsible for evaluating the present Charter and By-Laws and advising the Board regarding requested or required changes in the Charter and By-Laws.

Chronicle/NEITE Newsletter

The New England Section publishes a newsletter called the *New England Chronicle* approximately four times annually. The *Chronicle* contains advance notices of Section meetings, news of interest to transportation engineers in New England, reports from the NEITE Executive Board, advertisements of employment opportunities, news of members and a directory of suppliers and consultants active throughout New England.

All interested parties are invited to submit feature articles or editorial comments. Inquiries and submissions should be addressed to the Editor.

Continuing Education

The Continuing Education Committee provides educational opportunities for the Section members through training courses and seminars. Working with the Program Committee, and the state and student chapters, the committee develops an annual training program designed to provide exposure to a variety of topics and meet the expressed desires of the membership.

Goals and Objectives

The Goals and Objectives Committee shall be chaired by the Vice President and its Committee members should include two Senior Directors and the Chairperson of the Technical Committee. The Committee is to identify the direction of the Section for the upcoming year through a list of goals to be accomplished by the Board. The Vice President shall prepare a Draft Goals and Objectives by the September meeting, for the forthcoming year.

Industrial Support

The Industrial Support Committee is charged with serving as a sounding board for various vendors and consulting firms of the Section, securing ads for the "Professional Services Directory" of the *Chronicle*, and serving as a liaison between the Section and all of the industry affiliates that are associated and involved with the Section activities such as meetings.

When the New England Section hosts the District 1 Meeting, the Industrial Support Group may assist the Chairman with equipment displays, a portion of the technical program and some of the social functions.

Legislative Liaison

The legislative liaison committee serves as connection to the legislative issues that are constantly being viewed by the States and Municipalities within the Section. The Committee shall invite representatives from each State within the Section. The Committee Chairman shall invite selected members from each State to become a member of the Committee. The Chairman shall be an advocate for transportation policy in each State in the Section.

Membership

The Membership Committee is responsible for promoting ITE membership among transportation professionals in the New England States and for maintaining a current list of Section members and their addresses.

The Membership Committee will assist any New England Section member, or potential member, with questions or problems concerning ITE memberships. The Membership Committee works closely with the Secretary and Treasurer to share membership lists and lists of delinquent members. The Membership Committee shall try to organize a visit to all student chapters in the Section.

Nominating

The President appoints this three-member Committee, including its Chair. Members should serve no longer than three years and each year at least two members should be replaced. The Committee is encouraged to seek nominees for Director from amongst the Committee Chairpersons.

Program

The Program Committee is responsible for assisting with the arrangements for Section meetings. Usually a local host coordinates the meeting arrangements and arranges the technical program. The Program Committee will assist the local host and provide technical program assistance. The Committee is also responsible for long-range planning of meetings, locations, and programs, excluding the District I Annual Meeting.

Public Relations

This Committee is responsible for the dissemination of technical material to both the general public and Section membership through the use of technical bulletins and audio visual presentations. The Committee is also responsible for preparing the updates to the Section Directory on an annual basis. The Committee shall work with

local media for Section meetings to increase the visibility of the transportation profession. The Committee shall coordinate with the meeting organizers to provide additional media and visibility to the meeting. This includes notifying ITE International of the planned Section meetings.

Technical

The primary objective of the Technical Committee is to encourage membership participation in the technical activities of the New England Section. This is accomplished via various channels, one of which traditionally has been through membership participation on technical projects.

The Board or Committee may identify one or more technical projects to pursue. The Committee Chair or membership may suggest additional topics for investigation. The Board should give direction to the Technical Committee when necessary.

The Committee will prepare research findings, technical project conclusions or interim results available in published form. Dissemination of the material produced will typically occur through issues of the *Chronicle*, online, by separate mailing or be presented at Section events. Following is a list of activities appropriate for the Technical Committee:

- Conduct field validation of MOE's for Intersections.
- Coordinate with other Committees to bring their new perspective to technical issues.
- Prepare technical reports/memorandum for presentation at ITE conferences and Section meetings.
- Develop guidelines for Section governmental agencies.
- Evaluate new technologies for the transportation industry.

Scholarship

This committee oversees the award process for the Thomas E. Desjardins Memorial Scholarship and the fundraising/financial aspects of the scholarship fund. Preference for this award is given to a college junior or senior student(s) of high moral character and with high academic achievement who also has involvement in extracurricular activities. However, individuals other than college junior and senior students may be selected. Applicants should demonstrate a strong commitment to the discipline of Transportation Engineering in their coursework and outside activities. The scholarship award shall be for a single academic year, with applications due in September and the award granted in December at the Section Annual Meeting. There shall be no restriction as to the location of residence and high school attendance, but the recipient must be a student at an accredited Civil Engineering school in one of the New England States. Funds are raised through donations and an annual golf tournament.

The funds for the Scholarship Committee shall be managed by the Board with the Committee Chairman appointed by the Board on an annual basis.

Young Professionals Group

The Young Professionals Group (YPG) consists of Section members with less than five years of professional experience. The YPG provides a forum for members to take a leadership role in a Section committee that can lead to a rewarding experience and a sense of accomplishment at the early stage of an ITE career. Meetings should be held regularly that provide an opportunity for development of a program, and to provide a social atmosphere for the Group. Occasionally, the Group should invite more experienced ITE members to make presentations and to encourage interaction with the general membership. Following is a list of activities appropriate for the YPG:

- Assist the Membership Committee by attracting more professionals into the transportation industry in general and into ITE specifically.
- Coordinate with the Technical Committee to bring their new perspective to technical issues, and to help YPG members in turn gain insight into difficult transportation issues.
- Address issues as requested by the Board.
- Initiate independent projects, such as tours of transportation facilities.
- Bring recommendations to the Board for educational needs and ideas to promote membership.

Web Site

The Section established a website in the fall of 2000. The volunteer Web Coordinator will design and maintain the Section's website and provide assistance to state and student Chapters as necessary. The Executive Board, Chapter leadership and membership shall assist the Web Coordinator by providing content for the site, such as meeting notices, news, annual election information and contact information. Further, the Web Coordinator assists the Board with electronic mailings of Section news and events. The Section Treasurer ensures that all web hosting costs are paid in full every January. Currently the Section hosts websites for the New Hampshire, Connecticut and Vermont Chapters.

Historian

The Section Historian is responsible for preserving and maintaining records and memorabilia associated with the Section's history, including issues of the *New England Chronicle*. The Historian will prepare a history of the Section on request of the Board.

Past Presidents Council

This group consists of all past presidents of the New England Section. Its Chairperson is selected by the council and represents the Council with full voting rights on the Section's Executive Board. In addition, the Council often acts as an advisory group to the Section's Board, and undertakes special projects at the Board's Request.

COMMITTEE CHAIRPERSONS

Committee	Chair	Telephone	Email
Awards	David Debaie	(603) 644-0888	ddebaie@vhb.com
Charter/By-Laws	Diane Morabito	(207) 582-4526	cge.dwm@ime.net
Newsletter	Kien Ho	(781) 255-1982	KHo@BETA-Inc.com
Continuing Education	Joe Lowry	(603) 644-5200	jlowry@louisberger.com
Goals/Objectives	Neil Boudreau	(617) 973-8211	neil.boudreau@state.ma.us
Industrial Support	Bill McNamara	(401) 231-6780	billmc@oceanstatesignal.com
Legislative Liaison	Gus Driessen	(617) 896-4300	gdriessen@bscgroup.com
Membership	Paul Nauyokas	(617) 924-1770	pnauyokas@vhb.com
Nominating	Bill Lyons	(617) 489-3838	blyons@trafsol.com
Program	Jeffrey Dirk	(978) 474-8800	jdirk@rdva.com
Public Relations	Joe Balskus	(203) 374-3748	jbalskus@fando.com
Technical	Ken Petraglia	(617) 443-9400	kpetragl@hdrinc.com
Scholarship	Rod Emery	(617) 242-9222	remery@ekmail.com
Young Professionals	Nick Fomenko	(617) 338-0063	nfomenko@inei.com
Website	Andrea Quenneville	(978) 454-1766	webmaster@neite.org
Historian	John Thompson	(203) 294-2035	thomper924@comcast.net
Past Presidents Council	Frank Tramontozzi	(781) 221-188	ftramontozzi@fstinc.com

Professional Development Hours

New England Institute of **Transportation Engineers (NEITE)** **Policy on Professional Development Hours (PDH)**

Whereas: In accordance with the Professional Traffic Operations Certification Board's requirements, "The Institute has set up the Professional Competency Record Keeping System as a tool for transportation professionals to keep track of credits earned. Units of activities entered in a log will be converted into Professional Development Hours (PDH). The log created by the ITE Professional Competency Record Keeping System conforms to the guidelines set forth by the National Council of Examiners for Engineering and Surveying (NCEES)."

Whereas: "The board of licensure or certification has final authority with respect to approval of courses, credit, PDH value for courses, and other methods of earning credit.

1. Credit for college or community college approved courses will be based upon course credit established by the college.
2. Credit for qualifying seminars and workshops will be based on one PDH unit for each hour of attendance. Attendance at qualifying programs presented at professional and/or technical society meetings will earn PDH units for the actual time of each program.
3. Credit determination for publications and patents is the responsibility of the licensee (subject to review as required by the board).
4. Credit for active participation in professional and technical societies (limited to 2 PDH per organization) requires that the individual serve as an officer and/or actively participate in a committee of the organization. PDH credits are not earned until the end of each year of service is completed.
5. Continuing Professional Development – Renewal application will include evidence in a form acceptable to the CERTIFICATION BOARD that the applicant has engaged in Professional Development Hours (PDH) of activities during the past certification period which should meet the following criteria:
 - a) The subject matter of the activity will be professional level traffic operations engineering.
 - b) The activity will be educational in nature and have the clear purpose and objective of maintaining, improving or expanding professional skills and knowledge. The study should relate primarily to technical competence in:
 - (i) Traffic operations analysis;
 - (ii) Operational effects of geometric designs;
 - (iii) Traffic safety;

- (iv) Traffic control devices;
 - (v) Traffic engineering studies; or
 - (vi) Social, environmental and institutional issues in traffic operations practice.
- c) The activity will be in addition to activities of the certificate holder's normal work assignment.
- d) For each educational activity meeting the above criteria:
- (i) ONE PDH will be credited for each nominal contact hour at a course, seminar or conference.
 - (ii) TEN PDH will be credited for each Continuing Education Unit (CEU) meeting requirements of the International Association for Continuing Education and Training (IACET).
 - (iii) THIRTY PDH will be credited for obtaining one academic quarter-hour credit in a course offered by a college or university.
 - (iv) FORTY PDH will be credited for obtaining one academic semester-hour credit in a course offered by a college or university.
 - (v) TWICE the PDH listed above will be credited for the preparation and initial presentation (and possible associated publication) of a traffic operations engineering subject in an educational activity meeting the above criteria. This credit is subject to condition (c.) above.
- e) TEN PDH will be credited for active participation in the preparation and initial publication of a professional paper, article or book meeting the above criteria which is not eligible for credit under (d) (v).
- f) TWO PDH will be credited for serving as an officer or an active committee participant in a professional or technical society that meets the requirements of (a). This credit is limited to two PDH per year.
- g) PDH must be earned during the immediate past certification period and may not be carried forward.
- h) The applicant for renewal will self-certify that the number of PDH claimed and the activities they are based on meet the above criteria.”

Whereas: NEITE encourages all of its members to continually upgrade their professional credentials;

The NEITE Executive Board hereby adopts the following policy on the provision of *Professional Development Hours* at its sponsored professional development activities.

- 1) It is up to each individual PDH recipient to keep track of his or her PDH totals resulting from NEITE activities.
- 2) To assist NEITE PDH recipients in keeping track of their PDH totals, it is recommended that, as ITE members, they utilize the *Professional Competency Record Keeping System* available at the national ITE.org website accessible through the 'Members Only' log-in.
- 3) NEITE will provide certificates for technical courses or presentations providing 4 or more hours of technical training/education in accordance with a template that has been developed. The template provides the following information:
 - the name of the person who has earned the PDH's,
 - the number of PDH hours earned,
 - the title of the course, committee, or committee technical product
 - the course instructor or technical presenter, (typed and signed),
 - The date of the course, presentation, or Committee service period.
- 4) For all technical courses and presentations involving NEITE PDH credits, a large '*NEITE PROFESSIONAL DEVELOPMENT HOURS (PDH) SIGN-IN*' placard and sign-in sheet will be placed at the meeting registration sign-in table. The sign-in sheet will be maintained and become the official record of the Section on meeting/course PDH's granted. *Each original PDH sign-in sheet will be provided to the Secretary of the Section, with a copy to the hosting Chapter. At the Secretary's option, the sign-in sheet may be posted in PDF format on the NEITE.org website following each meeting or once a year at the end of the Secretary's term of office.* The Section Secretary will retain PDH sign-in sheets for a minimum of 5 years, at which time they may be destroyed.
- 5) The Chapter or entity hosting the meeting or course will provide each *New England Section PDH sign-in sheet*. The PDH sign-in sheet will include the following information:
 - Institute of Transportation Engineers New England Section PDH SIGN-IN (title)
 - The Course or Presentation Title
 - The Name(s) of the Instructor or Presenter of the Course
 - The Date of the Course or Presentation.
 - The number of PDH's associated with the Course or Presentation.

- Columns will be provided for members who receive PDH's to provide the following information:
 - Printed Name (required, typed of pre-registrants)
 - Signature (required)
 - Organization (optional)
 - Telephone (optional)
 - e-mail (optional)

- 6) The *NEITE Program Chair* will be responsible for issuing PDH certificates for joint NEITE/Chapter Technical Programs that exceed four or more contact hours.

- 7) The *NEITE Continuing Education Chair* will be responsible for issuing PDH certificates for courses offered by the Section for courses that exceed four or more contact hours.

- 8) The *NEITE Technical Committee Chair* will be responsible for identifying PDH recipients on the basis of the year's work in December of the calendar year. Active Technical Committee members will earn PDH's per the following formula:
 - Two PDH's for being active on the Committee (i.e., attend 1 or more meetings or conduct field data collection).
 - Ten PDH's for work towards a published paper *as long as* the Committee member is listed on the acknowledgements/author's page *and* the Committee member certifies he or she worked at least 10 direct hours on the publication (honor system).

- 9) *NEITE PDH Certificates* will be presented only to *pre-registered attendees* at meetings and courses that entail 4 or more hours. Attendees who sign in on the day of the meeting will still have the PDH's as part of the official NEITE Section record.

- 10) NEITE officers and Committee Chairs and active participant(s) in the Committee will earn their allotted PDH's for such service (refer to Subsection (d) (ii)) at the end of their current term.

- 11) The Executive Board recommends that all members strive to obtain an average of 15 PDH's annually.

Thomas E. Desjardins Memorial Scholarship

Award Information

The Thomas E. Desjardins Memorial Scholarship is given to a college junior or senior student(s) of high moral character and with high academic achievement who also has involvement in extracurricular activities. However, individuals other than college junior and senior students may be selected, so all qualified engineering students, including those in graduate programs, are encouraged to apply. Applicants should demonstrate a strong commitment to the discipline of Transportation Engineering in their coursework and outside activities. The scholarship award shall be for a single academic year. There shall be no restriction as to the location of residence and high school attendance, but the recipient must be a student at an accredited Civil Engineering school in one of the New England States.

About Thomas E. Desjardins

The Thomas E. Desjardins Memorial Scholarship was established in December 1999 by the Executive Board in memory of Thomas' life in the profession. Tom was an active member of the Section and was particularly involved in the Young Professionals Group. His spirit and dedication extended to all aspects of his life. Tom loved his family, his friends, and engineering, and truly lived life to the fullest. His competitive spirit and sportsmanship were evident in his approach to most everything: Tom always wanted to be the best. Tom was from Westminster, Massachusetts.

Annual Golf Tournament

Golf was one of Tom's avocations. The New England Section felt that hosting an annual golf tournament was the most fitting way to pay tribute to him while helping to build the scholarship fund. The tournament is held annually in May and attracts nearly 100 golfers. Funds are also raised through donations.

Scholarship Applications

Applications for the annual scholarship are available for download at the NEITE website. The annual submittal deadline is August 1. The scholarship will be presented in September.

The process includes a standard two-page form. In addition, a faculty member at an accredited Civil Engineering school in New England, or a Member or Affiliate Member of the New England Section of ITE, must sign the application form.

ANNUAL SECTION AWARDS

ANNUAL SECTION AWARD RECIPIENTS

DISTINGUISHED SERVICE AWARD

1974 Harvey B. Boutwell
1975 Stanley T. Siegel
1976 Robert E. Rudolph
1977 Earl H. Flynn
1978 William R. McGrath
1979 John P. Cavallero
1980 Frank M. D'Addabbo
1981 William P. McNamara
1982 Richard A. Luetlich
1983 Dennis M. O'Malley
1984 John Thompson
1985 Robert Shaw
1986 Fred Hesketh / Richard Marshall
1987 Allan Davis/Paul Schmidt
1988 Robert Blasi / Doug McCobb
1989 Bruce Campbell
1990 C. Edwin Brewer / Robert A. DeSanto
1991 Lauren M. Preston
1992 Bruce A. Hillson
1993 John Kennedy
1994 Joseph Herr / Earle Munroe
1995 David J. DeBaie / Frank J. Romeo
1996 Doug Prentiss / Mike Burke
1997 Frank Tramontozzi / Paul Smith
1998 Thomas Gorill
1999 Kim Hazarvartian
2000 Paul Nauyokas
2001 Rodney C. Emery
2002 Jack Gillon
2003 Neil Boudreau
2004 Diane Morabito

TRANSPORTATION ENGINEER OF THE YEAR

1972 Thomas G. Harlow
1973 Bruce Campbell
1974 Richard A. Leuttich
1975 John P. Cavallero
1976 Herb Levinson
1977 John L. Barker
1978 Robert M. Johnson
1979 Frank M. D'Addabbo
1980 Robert Drummond
1981 Albert L. Godfrey
1982 Richard G. Marshall
1983 Robert W. Gubala
1984 Rich Hangen
1985 Joseph Oppenlander
1986 Raymond S. Niedowski
1987 Frank Lindh
1988 Richard Dimino
1989 Daniel F. Beagan
1990 Thomas F. Humphrey
1991 Walter J. Freeman
1992 Louis G. Neudorff
1993 George Casper
1994 Robert Shea
1995 Joseph Herr
1996 Doug McCobb
1997 John Kennedy
1998 Kevin Hooper
1999 David Scott
2000 Robert Shaw
2001 Kenneth Petraglia
2002 Amy Gamble
2003 Chuck Sterling
2004 William Bent

TRANSPORTATION LEADERSHIP

- 1989 John Clements, New Hampshire
- 1990 J. Williams Burns, Connecticut
- 1991 Frederick Salvucci, Massachusetts
- 1992 Dana Conners, Maine
- 1993 Emil Frankel, Connecticut
- 1994 Dante E. Boffi, Rhode Island
- 1995 Charles P. O'Leary, New Hampshire
- 1996 Paul Annarummo, Rhode Island
- 1997 Robert Albee, Massachusetts
- 1998 Glenn Gershaneck, Vermont
- 1999 Beverly Scott, Rhode Island
- 2000 James F. Sullivan, Connecticut
- 2001 William D. Anker, Rhode Island
- 2002 John G. Melrose, Maine
- 2003 Jim Capaldi, Rhode Island
- 2004 Arthur Gruhn

YOUNG PROFESSIONALS GROUP

- 1998 Joseph Molinaro, III
- 1999 James Winn
- 2002 Andrea Downs Quenneville
- 2003 Raghuram Dharmarju
- 2004 Michael Wasielewski

THOMAS E. DESJARDINS MEMORIAL SCHOLARSHIP

- 2000 Michael Knodler, Jr. from UMass Amherst
- 2001 Jeff Gaeta from Northeastern University
- 2002 Michelle Langone from Northeastern University
- 2003 Emily Knapp from Northeastern University

NEITE PAST PRESIDENTS

1947-1949	Earle Osterhoudt
1949-1950	Edmund Ricker - Past International President
1950-1951	Robert G. Mitchell
1951-1952	Peter Hale
1952-1953	F. Houston Wynn
1953-1954	Robert Williston
1954-1955	Earl Flynn
1955-1956	Fred Hurd - Past International President
1956-1957	David Johnson
1957-1958	Roger Chandler
1958-1959	Wallace Grove
1959-1960	Matthew Gove
1960-1961	William McGrath - Past International President
1961-1962	Bernard Twombly
1962-1963	Burton Rudy
1963-1964	Philip Mancini
1964-1965	Joseph Galeota
1966	Edward Mogren
1967	Rocco Mancini
1968	Thomas Barlow
1969	Frank D'Addabbo
1970	Harvey Boutwell
1971	Stanley Siegel
1972	Frederick Hesketh
1973	Robert Rudolph
1974	Richard Luettich
1975	Robert Johnson
1976	Milton Moritz

1977	John Cavallero
1978	Albert Godfrey
1979	Lauren Preston
1980	Richard Marshall
1981	Michael Burke
1982	Allan Davis
1983	C. Edwin Brewer
1984	Paul Schmidt
1985	Robert Blasi
1986	Douglas F. McCobb
1987	Robert B. Shaw
1988	Robert A. DeSanto
1989	Bruce A. Hillson
1990	James G. Bubaris
1991	John J. Kennedy
1992	Douglas C. Prentiss
1993	Joseph R. Herr
1994	Robert P. Jurasin
1995	Paul H. Smith
1996	Frank A. Tramontozzi
1997	Thomas L. Gorrill
1998	Kim Eric Hazarvartian
1999	William McDonough
2000	Rodney C. Emery
2001	Diane W. Morabito
2002	Gary L. Hebert
2003	William F. Lyons Jr. (called to active military duty during term)
2003	John T. Gillon (served remainder of 2003 term)
2004	Kevin G. Hooper

MEMBERSHIP APPLICATIONS

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PLEASE PRINT THIS APPLICATION

Complete all information and send it, along with the processing fee to: Institute of Transportation Engineers,
1099 14th Street, NW, Suite 300 West, Washington, DC 20005-3438; Phone +1 202.289.0222; Fax +1 202.289.7722.

ite membership application

Minimum requirements for ITE Voting Membership: you must have an undergraduate or graduate degree in a transportation related field from a school of recognized standing and you must be active in transportation or traffic engineering work, **OR** if you do not have an undergraduate or graduate degree in a transportation related field, you must have five years of professional experience in transportation or traffic engineering work.

Minimum requirements for ITE Non-Voting Membership: you must be engaged in traffic or transportation engineering work **OR** you must be employed in a related field and contribute to the work of or assist transportation professionals **OR** you must be employed in commerce or industry with an interest in the transportation profession.

ITE has several grades of membership. You will be granted the appropriate grade based on your education and experience. We may ask for additional information if we cannot determine your eligibility for membership from the information provided.

We look forward to welcoming you to ITE!

Work Address

Name (First/Middle Initial/Last) Mr. Ms. Mrs.

Job Title Firm/Agency

Address

City State Zip code Country

Business Phone () Ext. Business Fax ()

E-mail Address Date of Birth (Mo. /Day/Year)

Home Address (Please complete only if you wish to have your ITE mail sent here):

Address

City State Zip Code Country

Professional Registration

A.I.C.P. E.I.T. P.E. P.Eng. Other (Please describe)

Educational Background

Date earned or expected* (Mo/Year) Degree earned or expected* (Mo/Year) Name of College/University Major ITE use only

*If no degree was received, indicate percentage of work completed toward degree.

Date earned or expected* (Mo/Year)	Degree earned or expected* (Mo/Year)	Name of College/University	Major	ITE use only

Important: Applicants who are not applying as students must attach a chronological resume or complete the employment information on the reverse side.

Certification: I hereby apply for ITE Membership, and I certify that the information I have provided above and any supplemental information which I may provide in support of this application is true and correct. If my membership application is accepted, I agree to abide by the ITE Constitution and Canons of Ethics.

Signature _____ Date _____

employment information

If you do not attach a chronological resume please complete this section. Start with your current position and work back. Do not list schooling or work during summers between undergraduate semesters.

1

Job Title _____ Firm/Agency _____

Business Address _____

Supervisor _____ Dates Employed (Start Date/End Date) _____

Job Description _____

2

Job Title _____ Firm/Agency _____

Business Address _____

Supervisor _____ Dates Employed (Start Date/End Date) _____

Job Description _____

3

Job Title _____ Firm/Agency _____

Business Address _____

Supervisor _____ Dates Employed (Start Date/End Date) _____

Job Description _____

4

Job Title _____ Firm/Agency _____

Business Address _____

Supervisor _____ Dates Employed (Start Date/End Date) _____

Job Description _____

SECTION CHARTER

ARTICLE I - PREAMBLE

Section 1.1 - As authorized by the Constitution of the INSTITUTE OF TRANSPORTATION ENGINEERS, hereinafter referred to as the Institute, District One, hereinafter referred to as the District, as recorded in the minutes of the District Board meeting on January 28, 1986, and as approved by the Board of Direction of the Institute as recorded in the minutes of its meeting on August 14, 1987, and as amended by the mail ballot of the District Board on December 9, 1994 and by the Board of Direction of the Institute as recorded in the minutes of its meeting on January 21, 1995, grants this Charter for the New England Section of the Institute, hereinafter referred to as the Section.

Section 1.2 - This Charter shall be effective upon Institute approval and shall remain in effect, including any amendments until rescinded by the District Board.

Section 1.3 - This Charter shall, on the date it becomes effective, supersede any previous charter or constitution of a Section enrolling members from the designated area and shall annul any by-laws of such a Section which may be in conflict with it.

ARTICLE II - AREA AND PURPOSE

Section 2.1 - The area designated as that of this Section shall be the States of Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont or as the area shall be established from time to time by the District Board or as the area shall be established from time to time as an outcome of amendments to the area designated as the District by the Board of Direction of the Institute, as described in the attachment(s) hereto.

Section 2.2 - To assist in advancing the purposes shown below, this Section shall be exclusively administered and operated to receive, administer, and expend funds for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986.

The purpose of this Section shall include:

- 1) advance the objectives of the Institute;
- 2) foster closer association of Institute members;
- 3) encourage members to prepare or discuss papers;
- 4) prepare suggestions on matters of policy to the Board of Direction of the Institute;

- 5) consider local transportation and traffic engineering problems;
- 6) cooperate with other local engineering groups on matters of common interest;
- 7) present the transportation and traffic engineering point of view consistent with established Institute policies; and,
- 8) encourage the introduction of transportation and traffic engineering courses in colleges, universities and technical schools in the Section.

Section 2.3 - Notwithstanding any other provisions of this Charter, the Section is organized exclusively for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under Internal Revenue Code 501(c)(3) or corresponding provisions of any subsequent Federal tax laws.

Section 2.4 - No part of the net earnings of this Section shall inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except reasonable compensation may be paid for services rendered to or for the organization), and no member, trustee, director, officer of the organization or any private individual shall be entitled to share in the distribution of any of the organization's assets on dissolution of the organization.

Section 2.5 - No substantial part of the activities of the Section shall be carrying on propaganda, or otherwise attempting to influence legislation [except as otherwise provided by the Internal Revenue Code 501(h)] and it does not participate in, or intervene in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.

Section 2.6 - In the event of dissolution, all of the remaining assets and property of the Section shall after payment of necessary expenses thereof be distributed to such organizations as shall qualify under Section 501(c)(3) of the Internal Revenue Code of 1986.

Section 2.7 - In any taxable year in which the organization is a private foundation as described in Internal Revenue Code 509(a), the organization shall distribute its income for said period at such time and manner as not to subject it to tax under Internal Revenue Code 4942, and the organization shall not (a) engage in any act of self-dealing as defined in Internal Revenue Code 4941(d); (b) retain any excess business holdings as defined in Internal Revenue Code 4943(c); (c) make any investments in such a manner as to subject the organization to tax under Internal Revenue Code 4944; or (d) make any taxable expenditures as defined in Internal Revenue Code 4945(d) or corresponding provisions of any subsequent Federal tax law.

ARTICLE III - MEMBERSHIP

Section 3.1 - Any Institute member who resides within the Section, and who is in good standing with the District, shall be a member of the Section.

Section 3.2 - Any Institute member may become a member of the Section, without residing in the Section area, upon approval of the Section Executive Board and upon payment of Section fees and dues.

Section 3.3 - The Section may adopt one or more types of Section affiliation for persons who are either:

- 1) not eligible to be voting members of the Institute but who are accumulating experience toward Institute membership;
- 2) in sub-professional work in transportation or traffic engineering;
- 3) students in a recognized engineering school;
- 4) professionally engaged in related field; or
- 5) in a position to work with and assist transportation or traffic engineers by virtue of official positions or commercial employment.

Section 3.4 - All persons who are affiliated with the Section as provided in Section 3.3 shall be clearly identified as "Section Affiliates" and not as members of the Section. The Section Executive Board shall submit the names and addresses of all "Section Affiliates" to the Institute prior to February 1 of each year.

Section 3.5 - The Section by-laws shall establish the manner in which persons may apply for or be invited into Section membership or affiliation as well as the manner in which such membership or affiliation may be terminated; but, no restrictions on Section membership shall be placed on any voting member of the Institute other than those stated in Section 3.1 or 3.2.

Section 3.6 - Members of the Section shall be entitled to the privileges of the Section specified in the Section by-laws. Student members of the Institute and Institute Affiliate members may not vote or hold elective office in the Section. Section affiliates shall be entitled to the privileges of the Section and may vote and/or hold elective office in the Section as specifically provided in the Section by-laws.

ARTICLE IV - GOVERNMENT

Section 4.1 - The government of the Section shall be vested in Elective Officers and Directors, who shall constitute an Executive Board. The Section by-laws shall specify the Elective Officers and Directors of the Section provided that the Elective Officers shall include a president, at least one vice president, a secretary and a treasurer or a secretary-treasurer.

Section 4.2 - The Executive Board of the Section shall manage the affairs of the Section in conformity with the provisions of this Charter, the by-laws of the Section, the policies of the Institute, and the policies of the Board of Direction of the Institute.

Section 4.3 - The Section shall adopt by-laws setting forth the structure of the Executive Board and providing the manner of nominating, electing or appointing Elective Officers and Directors of the Section and specifying their terms of office.

Section 4.4 - The Section shall also adopt by-laws to govern appointment of committees, number and times of meetings, assessment of fees and dues, method of amending by-laws and such other matters as the Section may desire, provided such by-laws do not conflict with this Charter, the District Charter, the Constitution of the Institute, the policies of the Institute or the policies of the Board of Direction of the Institute.

Section 4.5 - The by-laws of the Section may be adopted, and amended after adoption, only if the proposition is submitted in writing to all voting members of the Section at least thirty days in advance of the date on which action is proposed. Adoption and amendment shall require an affirmative two-thirds vote of those voting. Section by-laws shall be filed with the District Board and the Institute within thirty days after adoption or amendment, and shall take effect upon being filed with the District Board.

Section 4.6 - At any time the District Board may annul any part of the Section by-laws which it considers to be contrary to the Section Charter, the District Charter, the Constitution of the Institute or the best interests of the District or the Institute, by giving notice in writing to the Section Executive Board.

Section 4.7 - The Section Executive Board may charter subsections to meet specific needs within its boundaries upon written request of at least five members of the Section residing in the proposed subsection area. Subsections shall adopt by-laws that are not inconsistent with the subsection Charter or the Section Charter. Subsection by-laws shall be filed with the Section Executive Board, the District and the Institute within thirty days of adoption or amendment and shall take effect upon being filed with the Section Executive Board. The Section Executive Board may rescind a subsection Charter by giving notice in writing to the subsection.

ARTICLE V - RELATION OF SECTION TO DISTRICT AND INSTITUTE

Section 5.1 - The Section shall not speak for the District or the Institute unless authorized in the particular matter by the District Board or the Board of Direction of the Institute, respectively.

Section 5.2 - The Section shall not identify itself with national groups or organizations but may identify itself with local or area-wide groups or organizations.

Section 5.3 - Names and addresses of Elective Officers and Directors of the Section and the dates on which the term of each begins and expires shall be reported in writing by the Section Executive Board to the District Board, to the District Director(s), and to the Institute within 30 days after election or appointment.

Section 5.4 - The Section Executive Board shall submit a written annual report to the District Board prior to January 15 of each year. The report shall include a summary of the Section's activities for the previous year.

Section 5.5 - The District and the Institute will not be responsible for debts contracted by the Section. The Institute will not give financial assistance to the Section. The District shall remit to the Section that portion, specified in the District by-laws, of the District dues and fees of resident Section members (as described in Section 3.1), collected by the Institute and remitted to the District. No dues or fees will be required to be paid by the Section to the Institute or the District.

ARTICLE VI - AMENDMENT OF CHARTER

Section 6.1 - The District Board may amend or rescind this Charter. The Section Executive Board will be notified in writing by the District Board of any proposed amendment to, or rescission of, this Charter so that the Section may have an opportunity for a hearing before the District Board concerning the proposed amendment or rescission. An amendment, with or without change, shall be submitted by the District Board to the Board of Direction of the Institute for approval. Rescission or the approved amendment shall become effective on the date determined by the District Board.

Section 6.2 - The Section Executive Board may petition the District Board to amend this Charter. The District Board shall meet and act on the petition within six months of its receipt. If the petition is approved, the District Board shall then petition the Board of Direction of the Institute for approval of the proposed amendment. The Board of Direction of the Institute shall act on this petition in the same manner as provided for amending the District Charter. Amendments to the Section Charter initiated by petition from the Section Executive Board shall become effective upon approval by the Board of Direction of the Institute.

SUBSCRIBED FOR THE DISTRICT BOARD OF DISTRICT 1 OF THE INSTITUTE OF
TRANSPORTATION ENGINEERS

Frank Dolan, Secretary/Treasurer
August 14, 1987

Thomas J. Soyk, Secretary/Treasurer
January 24, 1995

Institute of Transportation Engineers

New England Section By Laws –

As Amended December 6, 1999

ARTICLE I – MEMBERSHIP

Section 1.1 - Any Institute member who resides within the area designated for the Section, and who is in good standing with the District, shall be a member of the Section. Throughout these By-Laws, the term "Resides" refers to the individual's preferred Institute mailing address, either home or place of business.

Section 1.2 - Any Institute member may join the Section without residing in the Section area, by obtaining approval of the Section Executive Board and upon payment of Section fees and dues.

Section 1.3 - Persons who fall into one or more of the following classifications may be affiliated with the Section as Section Affiliates;

- (a) Persons engaged in transportation or traffic engineering work who lack sufficient experience for Institute membership or who are in the process of applying for such membership;
- (b) Persons engaged in sub-professional transportation or traffic engineering work;
- (c) Students registered in a recognized engineering school;
- (d) Professionals engaged in related fields;
- (e) Persons who come into frequent contact with transportation or traffic engineers and who thus have an interest in the profession and are in a position to work with and assist transportation and traffic engineers by virtue of official positions or commercial employment.

Section 1.4 - All members who reside within the Section Area and Section Affiliates, shall be entitled to all the privileges of the Section except that student members may not vote or hold elective office in the Section. Section members who do not reside within the Section Area shall be entitled to all the privileges of the Section, except that they may not hold elective office in the Section.

Section 1.5 - All applications for Section Affiliate except by students shall include as reference the names of not less than three persons to whom the candidate is personally known, at least two of whom shall be Institute members. If not an Institute member, the other shall be of recognized engineering reputation. All applications for Section Affiliate by a student shall be certified by a faculty member at the engineering school attended by the applicant.

Section 1.6 - The Section Membership Committee shall process applications for Section Affiliate, including securing confidential reports from the applicant's references as required. The Section Membership Committee shall forward the application, the applicant's experience record and the confidential reports of the references together with its own recommendations to the Section Executive Board for final action.

Section 1.7 - At least thirty days prior to final action by the Section Executive Board, the members of the Section shall be notified of the name, address and occupation of each applicant for the Section Affiliate either by mail or by publication in the Section Chronicle.

Section 1.8 - Election of Section Affiliates shall be by vote of the Section Executive Board. An affirmative vote by a majority of those attending shall be required for election.

Section 1.9 - The total number of Section Affiliates shall not exceed 50% of the total number of Section members. Section Affiliates shall at all times be designated as Section Affiliates only.

Section 1.10 - The Section Executive Board may, in special circumstances, designate a present or former Section member as a Distinguished Member. Recommendations for Distinguished Member may be made by any member of the Section. Individuals must have the following qualifications to be considered for Distinguished Member of the Section:

- (a) Retirement from full-time practice of transportation or traffic engineering: and,
- (b) Have provided distinguished service and significant contributions to the Section over a period of years.
- (c) A Distinguished Member shall be entitled to all the privileges of the Section and will be relieved of all dues and fees of the Section.

ARTICLE II - RESIGNATION AND EXPULSION

Section 2.1 - A Section Affiliate may resign from the Section by written communication to the Section Executive Board. If Section dues have been paid, the Board shall accept the resignation in good standing.

Section 2.2 - Any Section member or Section Affiliate whose Section dues are more than one year in arrears shall be dropped from Section membership by the Section Executive Board, and the unpaid dues, but not more than the total of two years dues, shall become an obligation to be paid before the delinquent can be restored to good standing in the Section.

Section 2.3 - Any Section member whose Institute membership has been forfeited shall also forfeit membership in the Section, and will be reinstated to membership in the Section only if reinstated to membership in the Institute. Any Section member who is placed on inactive status by the Institute Board of Direction shall also be placed on inactive status by the Section Executive Board.

Section 2.4 - Any Section Affiliate who, by reason of any change in occupation or profession, except by retirement, shall cease to be in contact regularly and frequently with transportation or traffic engineers or the transportation and traffic engineering profession shall forfeit affiliation with the Section without prejudice.

Section 2.5 - The Section Membership Committee shall periodically review the qualifications of Section Affiliates. Upon meeting minimum qualifications for Institute membership the Section Affiliate shall be encouraged to apply for such membership. Any such Affiliate who fails to apply for Institute membership shall be reported to the Section Executive Board who shall investigate and determine if membership should be terminated and dropped from the Section.

Section 2.6 - Any Section Affiliate who advertises, uses, or attempts to use identification with the Section in any manner whatsoever with intent to derive personal gain there from shall forfeit affiliation with the Section.

Section 2.7 - The Section Executive Board shall consider the expulsion of any Section Affiliate (a) upon information coming to its notice, or (b) upon the written request of five or more members, or (c) upon recommendation of the Section Membership Committee that, for the cause set forth, a person identified as a Section Affiliate be expelled. The Section Executive Board shall thereupon follow the procedure set forth in Art. II. Sec. 18 of the Institute Constitution. In the event such a charge is brought against a member of an Affiliate of the Institute, the Section Executive Board shall immediately refer the matter to the Institute Board of Direction.

ARTICLE III - DUES AND ASSESSMENTS

Section 3.1 - No Section dues shall be collected from Institute members residing in the Section area except those collected by Institute Headquarters for the District dues. Honorary, Distinguished and Student members shall not be liable for Section dues. Dues for Section Affiliates and Section members not residing in the Section area shall be established by the Section Executive Board.

Section 3.2 - Annual dues shall be payable at the beginning of the fiscal year, which shall be January 1 of each year and must be paid by June 30. Dues of Section Affiliates and Section members not residing in the Section area shall be payable on election, with dues pro-rated to the number of full quarters remaining in the fiscal year.

Section 3.3 - Special assessments may be made by the affirmative vote of two-thirds of those voting at any regular meeting or on a mail ballot.

ARTICLE IV - NOMINATION AND ELECTION OF OFFICERS AND DIRECTORS

Section 4.1 - Officers of the Section shall include: a President, a Vice President, a Secretary and a Treasurer. The Section Executive Board shall consist of the Officers, four Directors, the immediate Past President and the Chairman of the Past Presidents Council. All members of the Section Executive Board shall reside in the Section Area. Officers and Directors shall be elected annually to assume office on January 1. The terms of Directors shall be for two years and shall be staggered. The terms of Officers shall be one year.

Section 4.2 - No member shall occupy the same elective office for more than two consecutive terms.

Section 4.3 - In the event of a vacancy occurring in the office of President, the unexpired term shall be filled by the Vice-President. In the event of a vacancy occurring in any other elective office, the Section Executive Board shall elect a member to fill the unexpired term.

Section 4.4 - Except for the office of Vice President, the Nominating Committee shall nominate one or more qualified candidates for each Director and for each Officer. The Nominating Committee shall nominate at least two qualified candidates for the office of Vice President. Written consent to hold office must be received from each person nominated. The Nominating Committee shall transmit its list of nominees to the Secretary not later than September 16.

Section 4.5 - Not later than October 1 of each year, the Secretary shall send to the members of the Section a list of the candidates nominated by the Nominating Committee. Additional nominations for Director or Officer may be made by petition, signed by not less than five members. Each such petition shall be accompanied by the written consent of the nominee to run for the stated office, and must be received by the Secretary not later than the third Monday of October. A member may not be a Candidate for more than one office.

Section 4.6 - Not later than November 1, the Secretary shall send to all voting members a ballot, listing the candidates nominated for Officers and Directors. Ballots shall be returned to the Secretary and shall be tallied at the Annual Meeting by three tellers appointed by the President. The candidate receiving the highest number of votes for each office shall be declared elected. In case of a tie vote, the outgoing Section Executive Board shall select one of the candidates.

ARTICLE V – MEETINGS

Section 5.1 - Regular meetings of the Section shall be held as determined by the Section Executive Board, but not less than four meetings a year shall be held. The Section Executive Board may call a special meeting when conditions justify. No action affecting the Section shall be taken at any special meeting, however, unless at least fourteen days written notice has been sent to all members.

Section 5.2 - The Annual Meeting of the Section shall be held between November 12 and December 20. A report of the financial condition of the Section shall be made by the Treasurer at the Annual Meeting.

Section 5.3 - Installation ceremonies of officers shall be held at the first meeting after the Annual Meeting.

Section 5.4 - Chapter meetings may be held at any time or jointly but not in conflict with Section meetings.

ARTICLE VI – GOVERNMENT

Section 6.1 - The majority of the Section Executive Board shall constitute a quorum.

Section 6.2 - The President shall preside at meetings of the Section and of the Section Executive Board. However, when the President is unable to do so, the Vice-President shall preside at meetings and discharge the duties of the President.

Section 6.3 - The President shall be an ex-officio member of all committees, except the Nominating Committee.

Section 6.4 - The President shall appoint annually a Nominating Committee, composed of three Section members, not later than June 1.

Section 6.5 - The President shall appoint (with the exception of the Past Presidents Council) Standing Committees, District Board Representatives, and such special committees as may be desirable, with the approval of the Section Executive Board. Standing committees shall include but not be limited to: Membership, Program and Young Professionals Group. District Board Representatives and Standing Committee members shall be named by the first Section Executive Board meeting following January 1.

Section 6.6 - The Past Presidents Council shall consist of all living New England Section Past Presidents. This Council shall consider and advise on policy questions concerning the Section and the Institute. Prior to the Annual Meeting of the Section, the Past Presidents of the Section shall elect one of its members to be its Chairman.

ARTICLE VII - VOTING AND VOTING ELIGIBILITY

Section 7.1 - Voting for Officers and Directors, for amendments to these By-Laws, for petitions to amend the Charter, and for other matters which affect the relationship of the Section to the District or Institute shall be by secret ballot.

Section 7.2 - When such a secret ballot is required, ballots shall be sent to voters, accompanied by a blank envelope and an envelope addressed to the Secretary. Those qualified to vote shall indicate their selections on the ballot, seal it in the blank envelope, and insert that envelope in the one addressed to the Secretary. The voter shall sign the back of the addressed envelope. Before the ballots are canvassed, the names on the outside of the envelopes shall be checked against a list of eligible voters and the blank envelopes containing ballots cast by eligible voters separated from all others.

Section 7.3 - Any member whose Section dues are more than six months in arrears shall be ineligible to vote.

ARTICLE VIII – AMENDMENTS

Section 8.1 - Proposals to amend these By-Laws or to petition amendments to the Charter may be made by resolution of the Section Executive Board or by written petition signed by at least five (5) voting members.

Section 8.2 - Proposed amendments to these By-Laws shall be submitted by letter to the membership qualified to vote and shall be on the order of business of the next regular meeting occurring not less than thirty days subsequently. Such amendments may be amended by majority vote of those voting members attending the meeting in any manner pertinent to the original amendment. The amendments, as originally proposed or as amended at this meeting, shall be submitted as prescribed in Article VII, Section 7.2 of these By-Laws within fifteen days of the meeting and canvassed within thirty days following such submission by three tellers appointed by the President.

Section 8.3 - An affirmative vote of two-thirds of all ballots cast shall be necessary for the adoption of any amendments to the By-Laws, for petitions to amend the Section Charter, and for other matters which affect the relationship of the Section to the District or the Institute.

Section 8.4 - Amendments to the By-Laws so adopted shall take effect upon being filed with the District Board.

ARTICLE IX - ESTABLISHMENT OF A THOMAS E. DESJARDINS MEMORIAL SCHOLARSHIP FUND

Section 9.1 - Creation and Purpose

The *Thomas E. Desjardins Memorial Scholarship Fund (the Fund)* is hereby created by the New England Section ITE under its Charter, as allowed under Article II, Area and Purpose, Section 2.2, as follows:

encourage the introduction of transportation and traffic engineering courses in colleges, universities and technical schools in the Section.

Section 9.1a - The Fund is not for profit and its purpose and objectives are as follows:

(a) The Fund shall be maintained through voluntary contributions by members of the New England Section of the Institute of Transportation Engineers, and private corporations, individuals, or other legal entities who may wish to participate in it. Fund revenues are to be placed in a trust account maintained separately from other accounts of the New England Section of the Institute of Transportation Engineers.

(b) Investments thereof, designated by the Section's Treasurer, shall be in a secure, low-risk trust account (e.g., a certificate of deposit or a separate checking account), as deemed appropriate by the Section's Board of Directors. The Section's Treasurer shall account for all income producing funds coming into the trust account. Net returns from such investments shall be available for use as part of the scholarship fund. Any sums received as interest or other income from the trust account not expended during each scholastic year, which shall be designated as engaging July 1 of each calendar year, shall become part of the available trust account fund for the next year.

(c) It is preferred that award of the scholarship funds for an academic year be given to a college junior and senior student(s) of high moral character and with high academic achievement who also have involvement in extracurricular activities. However, individuals other than college junior and senior students may be selected. Recipients must be enrolled in an accredited Civil Engineering Program. It is preferred, but not mandatory, that the anticipated course of study of the scholarship recipients be Transportation Engineering. The scholarship award shall be for a single academic year. There shall be no restriction as to the choice of college or university attended, or of the location of residence and high school attendance of the recipients. Preference, however, will be given to students attending universities within the geographic area of the New England Section.

Section 9.2 - Fund Officers and Identification of a Fund Chairman

Section 9.2a - The duly elected New England Section Executive Board (the Board) shall be the Fund Officers and shall bear responsibility for overseeing the collection and disbursement of the Fund. The Board shall promulgate such forms for application and make such rules, regulations, and requirements as seem desirable to implement the Fund.

Section 9.2b - The Board shall do all things as may be necessary or convenient to attain the purposes herein set out under applicable statutes and laws.

Section 9.2c - The Board shall annually appoint a Fund Chairman who will typically, though not necessarily, be a member of the Board. It will be the responsibility of the Fund Chairman to organize annual Fund raising activities to obtain contributions to the Fund and, if necessary, organize Fund subcommittee meetings to assist the Board in implementing the Fund's goals and objectives.

Section 9.3 - Annual Fund Meetings

Section 9.3a - The status of the **Thomas E. Desjardins Memorial Scholarship Fund** shall be discussed at an Annual Fund Meeting during each calendar year. The date of each Annual Fund Meeting shall be set by the Board and shall be concurrent with a New England Section meeting (e.g., concurrent with the Joint Massachusetts/Section meeting). The purpose of the Annual Fund Meeting shall be 1) to hear from the Fund Chairman as to the amount of the scholarship award, 2) to receive a status report of the Fund's income/expenses from the Board's Treasurer, and 3) to nominate and approve the recipient(s) of the Thomas E. Desjardins Memorial Scholarship. Other meetings may be held at the discretion of the Board or the Fund Chairman. The Board or the Fund Chairman may designate the place for any special meetings.

Section 9.3b - In the absence of specified rules, Robert Rules of Order, Newly Revised, shall prevail at Special Fund Meetings.

Section 9.4 - Scholarship Fund Annual Report and Reporting Responsibilities

Section 9.4a - The Fund Chairman appointed under Section 9.2c shall submit a written Annual Report to the District Board prior to January 1st of each year. The report shall include a summary of Fund-related activities for the previous year. The Board Treasurer shall be responsible for investing and reporting on the Fund's income and expenses in the Annual Report. The Treasurer report on the Fund's income and expenses shall be prepared for presentation at the Annual Meeting.

Section 9.4b - A listing of Fund contributors shall be published in the Scholarship Fund Annual Report, as cited under Section 9.4a of this bylaw.

**SUBSCRIBED FOR THE DISTRICT BOARD OF DISTRICT 1 OF THE INSTITUTE OF
TRANSPORTATION ENGINEERS**

Paul Nayoukas, Secretary

Diane Morabito, Treasurer

Thomas J. Soyk, Secretary/Treasurer

January 24, 1995

Frank Dolan, Secretary/Treasurer

August 14, 1987