

Official Notice

2011 Boston Region MPO Municipal Election Procedures

On Wednesday October 26, 2011, elections will be held for eight (8) of the twelve (12) total local municipal seats on the Boston Region Metropolitan Planning Organization (MPO). The election will be convened at the MAPC Fall Council meeting, which will be held at the Cambridge Marriott, Two Cambridge Center, 50 Broadway, Cambridge MA 02142, adjacent to the Kendall Square MBTA Red Line station, 8:30 – 11:30 AM. At that time eight (8) municipalities will be elected to the MPO by the chief elected officials of the 101 municipalities which constitute the Boston metropolitan region. Pursuant to the Memorandum of Understanding, approved on July 7, 2011 detailing the restructuring of the MPO, the Metropolitan Area Planning Council (MAPC) and the MBTA Advisory Board (Advisory Board) will administer the election of the municipal representatives to the MPO.

New MPO Structure

The new MPO will be made up of twenty two (22) seats, which include:

Massachusetts Department of Transportation (MassDOT) with three seats appointed by the Secretary of Transportation, at least one of which is from its Highway Division;
Massachusetts Bay Transit Authority (MBTA);
Massachusetts Port Authority (Massport);
Metropolitan Area Planning Council (MAPC);
MBTA Advisory Board;
Regional Transportation Advisory Council (RTAC);
City of Boston with two MPO seats;
Eight (8) elected municipalities, one seat each from the eight MAPC sub-regions;
Two (2) cities filling at-large seats;
Two (2) towns filling at-large seats.

MPO Seats Up For Election

One (1) from the North Shore Task Force sub-region
One (1) from the North Suburban sub-region
One (1) from the South West Advisory Planning Committee (SWAP) sub-region
One (1) from the Three Rivers Interlocal Council (TRIC) sub-region
Two (2) at-large town seats
Two (2) at-large city seats

Terms of election on the new MPO are for three years, however adjusting to the new membership will call for a few anomalies in the terms for several of the elected municipalities. For the 2011 elections, the city and the town running for an at-large seat that receive the most votes will serve an additional (fourth) year on the MPO. The North Suburban and TRIC representatives will also serve a fourth year. These communities will serve an additional year in order to stagger the MPO elections in future years so that there are four (4) municipal seats up for election each year.

Nomination Process

Nominees for the elected municipal seats shall be the chief elected official of the municipality. In cities, this is the Mayor or, if the city does not have the office of Mayor, then the Chairman of the Council, with the exception of Plan E cities (Cambridge) in which case it shall be the City Manager. In towns, the chief elected official is the Chairman of the Board of Selectmen. The MPO will accept the Chairman's nomination regardless if the full Board of Selectman has not voted it.

A nominee for an open municipal seat must receive five nominations made by any chief elected official from the Boston region. A chief elected official may nominate his or her municipality and that nomination shall count as one of the five nominations needed to place a municipality on the ballot.

Each chief elected official may only sign nomination papers for one municipality per sub-region for the four open sub-regional seats, and one nomination paper for each of the at-large seats (two cities and two towns). Nomination papers must be filed by 5 PM on Friday September 23, 2011 with the Executive Director of the Metropolitan Area Planning Council (MAPC) who will coordinate the certification of the nominations with the Executive Director of the Advisory Board.

Nomination papers shall include a statement of candidacy (250 word limit) of the community.

Nominations papers are due on Friday, September 23, 2011 to MAPC by 5:00 PM and must be filed in person or by mail at MAPC, 60 Temple Place, 6th Floor, Boston, MA 02111, Attn: MPO Elections. Faxes or emails will not be accepted.

Voting Process

Each of the 101 communities may vote for one (1) municipality from each of the four (4) open sub-regional seats, one (1) town for each of the two (2) open at-large town seats, and one (1) city for each of the two (2) open at-large city seats, for a total of eight (8) votes that each of the 101 municipalities may cast.

MAPC Sub-regions

Attached for your reference is a list and map of towns and cities by sub-region. (Attachment A). Because Bedford (Minuteman Advisory Group on Interlocal Coordination), Somerville (Inner Core Committee), Framingham (Metro West Regional Collaborative), and Braintree (South Shore Coalition) already serve on the MPO until at least 2012, only communities from the North Suburban Planning Council, North Shore Task Force, South West Advisory Planning Committee, and Three Rivers Interlocal Council can run for the open sub-regional seats. However, any municipality not currently serving on the MPO may run for one of the two open at-large town seats and two at-large city seats.

Ballot

A ballot will be prepared by MAPC and the Advisory Board based on the certification of nomination papers for the communities. The ballot shall contain a list of the nominated municipalities. Candidate communities shall appear on the ballot in an order drawn by lot by designated officers of MAPC and the Advisory Board. The subregion of each of the communities, as well as the communities running for at-large seats, shall be identified on the ballot. A candidates' booklet shall be issued that shall contain the statement of candidacy of the communities. The list of communities shall appear in the booklet in the same order that they appear on the ballot. In the second mailing, MAPC and the Advisory Board will include an absentee ballot and instructions for how municipalities can cast their vote.

Opportunities for Discussion with Representatives of the Candidate Communities

The Metropolitan Area Planning Council and the MBTA Advisory Board shall provide appropriate opportunities for the electorate to meet representatives of candidate communities and discuss issues. In 2011, this will be accomplished by holding a Candidates Night approximately two weeks before the MPO election. The date, time, and location of the Candidates Night will follow in a second mailing.

Election

The election will be held at MAPC's Fall Council Meeting on Wednesday October 26, 2011 at the Cambridge Marriott, Two Cambridge Center, 50 Broadway, Cambridge MA 02142, adjacent to the Kendall Square MBTA Red Line station, 8:30 – 11:30 AM. On that day, the designated officers of

MAPC and the Advisory Board shall supervise the election to the municipal seats. Ballots shall be cast by the chief elected official of the community (as defined by the rules for nominees), or that person's designee. Designees shall present a letter signed by the chief elected official to the designated officers of MAPC and of the Advisory Board 30 minutes prior to the convening of the election on election day. This letter will appoint the designee and confirm his or her authority to cast the community's ballot. Such a designation shall be delivered in person or by mail. Designees may represent only one community in the election. The designation may require the designee to vote for specific individuals or may vest discretion in the designee.

If the chief elected official is unable to attend the election and does not designate another individual to attend, an absentee ballot may be filed. Such an absentee ballot must be filed by 5 PM on Tuesday October 25, 2011 with the Metropolitan Area Planning Council, 60 Temple Place, Boston, MA 02111. **No faxes will be accepted.** This ballot is valid for any election (e.g. run off election in case of a tie) held on the day of the MPO election for which the candidates selected on the ballot are still eligible to receive votes.

The eight municipalities that receive the most votes, from the 101 cities and towns in the region, for the open seats for which they are running, shall be elected to a three-year term. The exception, for the 2011 elections, is that the city and the town running for an at-large seat that receive the most votes will serve an additional (fourth) year on the MPO.

The seats are held by the municipality and the chief elected official (or their official designee) shall represent the municipality throughout the municipality's term of office.

The designated officers of MAPC and of the Advisory Board shall certify the results of the election to the chairman of the MPO by 12 noon on Friday October 28, 2011.

MAPC Sub-regions

SUBREGION	COMMUNITIES
North Shore Task Force	Beverly, Danvers, Essex, Gloucester, Hamilton, Ipswich, Manchester-by-the-Sea, Marblehead, Middleton, Nahant, Peabody, Rockport, Salem, Swampscott, Topsfield, Wenham
North Suburban Planning Council	Burlington, Lynnfield, North Reading, Reading, Stoneham, Wakefield, Wilmington, Winchester, Woburn
Minuteman Advisory Group Interlocal Coordination (MAGIC)	Acton, Bedford, Bolton, Boxborough, Carlisle, Concord, Hudson, Lexington, Littleton, Lincoln, Maynard, Stow, Sudbury
MetroWest Regional Collaborative	Ashland, Framingham, Holliston, Marlborough, Natick, Southborough, Wayland, Wellesley, Weston
South West Advisory Planning Committee (SWAP)	Bellingham, Dover, Franklin, Hopkinton, Medway, Milford, Millis, Norfolk, Sherborn, Wrentham
Three Rivers (TRIC)	Canton, Dedham, Dover, Foxborough, Medfield, Milton, Needham, Norwood, Randolph, Sharon, Stoughton, Walpole, Westwood
South Shore Coalition	Braintree, Cohasset, Duxbury, Hanover, Hingham, Holbrook, Hull, Marshfield, Norwell, Pembroke, Rockland, Scituate, Weymouth
Inner Core	Arlington, Belmont, Boston, Brookline, Cambridge, Chelsea, Everett, Lynn, Malden, Medford, Melrose, Milton, Newton, Quincy, Revere, Saugus, Somerville, Waltham, Watertown, Winthrop

Metropolitan Area Planning Council 101 Cities and Towns

Cities

Beverly	Lynn	Revere
Boston	Malden	Salem
Braintree	Marlborough	Somerville
Cambridge	Medford	Waltham
Chelsea	Melrose	Watertown*
Everett	Newton	Weymouth
Franklin*	Peabody	Woburn
Gloucester	Quincy	

**MAPC Legal Counsel has rendered an opinion that Franklin and Watertown are defined as cities for the purpose of the MPO Election.*

Towns

Acton	Hopkinton	Randolph
Arlington	Hudson	Reading
Ashland	Hull	Rockland
Bedford	Ipswich	Rockport
Bellingham	Lexington	Saugus
Belmont	Lincoln	Scituate
Bolton	Littleton	Sharon
Boxborough	Lynnfield	Sherborn
Brookline	Manchester	Southborough
Burlington	Marblehead	Stoneham
Canton	Marshfield	Stoughton
Carlisle	Maynard	Stow
Cohasset	Medfield	Sudbury
Concord	Medway	Swampscott
Danvers	Middleton	Topsfield
Dedham	Milford	Wakefield
Dover	Millis	Walpole
Duxbury	Milton	Wayland
Essex	Nahant	Wellesley
Foxborough	Natick	Wenham
Framingham	Needham	Weston
Hamilton	Norfolk	Westwood
Hanover	North Reading	Wilmington
Hingham	Norwell	Winchester
Holbrook	Norwood	Winthrop
Holliston	Pembroke	Wrentham

Overview of MPO Member Responsibilities

Background:

The Metropolitan Planning Organization is established as a required part of the transportation planning process under federal law. It is responsible for planning and programming financial resources for a multi-modal transportation system for the Boston region. The MPO was established in 1973. In 2011 the MPO Memorandum of Understanding (MOU) was updated to reflect the new Massachusetts Department of Transportation (MassDOT) and the new MPO membership.

The Boston MPO Memorandum of Understanding (MOU) that details the governing structure and process of the MPO can be viewed at www.bostonmpo.org/mou

Specific Responsibilities:

The MPO must prepare and approve several plans and programs on an annual basis. These include:

- The Unified Planning Work Program (UPWP), which programs funds for transportation planning programs in the region;
- The Transportation Improvement Program (TIP), which programs federal, state, and local funding for surface transportation projects (highway and transit).

The MPO also prepares and approves several other plans and programs as necessary. These include:

- The Regional Transportation Plan (RTP), which provides a 25-year plan for the Region's transportation needs and priorities and;
- The conformity of all surface transportation plans and programs with applicable federal laws (including air quality, and the Americans with Disabilities Act).

MPO Meetings:

Meetings are held as needed to accomplish the MPO's business. There are approximately two MPO related meetings a month that are held in Boston, during the day, at the state transportation building. Four of these meeting will be held quarterly outside of Boston. These meetings typically occur at 10am on the first and third Thursday of the month, and last approximately three hours. The MPO has the authority to establish necessary committees to accomplish its responsibilities. Recent experience suggests that the municipal members of the MPO or their designees attend at least two meetings per month to accomplish the work of the committees.