



REGULAR AGENCY BOARD MEETING MINUTES

6:15 P.M. Thursday, December 2, 2010 ; Confetti's Restaurant, 393 Farmington Ave. (RT10), Plainville, CT

- I. Call to order & roll call (report of excused absences & declaration of quorum - 4 towns) - the meeting was called to order at approximately 6:20PM with the following members in attendance, except as other wise noted:

	Chief Elected Official Rep.	Planning Commission Rep.	Council Rep. (Towns >50,000)
Berlin	Bart Bovee, absent	Dennis Kern, Vice Chair	
Bristol	John Pompei, Chair	Donald Padlo, excused absent	Tim Furey
Burlington	Peter McBrien	Paul Rachielles	
New Britain	Donald Naples, Secretary	Steven P. Schiller	Craig Diangelo
Plainville*	David Dudek, excused absent	Jennifer Bartiss-Earley	
Plymouth	Stephen Mindera	Carl Johnson, excused absent	
Southington	Brian Callahan	Rudy Cabata, Treas.	Paul Bedard, excused absent

- II. Introduction of new Board Member - Brian Callahan
- III. Service Recognition - David Dudek was not in attendance to accept the award, the Executive Director noted that the award would be delivered to his home
- IV. Comments from the public regarding items not on the agenda - none
- V. Action Items
- A. Receive the October 2010 Financial Report and file for Audit
 MOTION: Steven Schiller moved to accept the October 2010 Financial Report and file for Audit; seconded by Peter McBrien; passed unanimously.
- B. Approve November 4, 2010, meeting minutes
 MOTION: Donald Naples moved to accept the November 4, 2010 meeting minutes as presented; seconded by Steven Schiller; passed unanimously.
- C. Standing Committee Reports
1. Program, Finance, and Personnel (PFP) Committee
 - a. Amendment to the Administrative Policy on Unrestricted Net Assets
 MOTION: Tim Furey moved to amend the Agency's Administrative Policy to include the following new Section II G "Unrestricted Net Assets": "It is desirable to seek to secure and maintain up to 20% of the annual budget as "Unrestricted Net Assets" if unrestricted Net assets should fall below 10% or rise above 20% of the annual budget, a special financial panel will be convened by the Chairman of the Governing Board to recommend what actions should be taken to correct the financial situation;" seconded by Donald Naples; passed unanimously.
 - b. Other - Committee Chair Mindera reported on the discussion at the PFP meeting regarding health care coverage for those employees who choose not to be covered by the Agency's regular health insurance policy, either because they are covered by a spouse's policy, or by Medicare, and the PFP direction given to staff to prepare an amendment that would address that matter for the next meeting.
 2. Comprehensive Plan Committee (CPC) (No action required on referrals if all decisions were unanimous; see CPC agenda for item listings) - no meeting was held.
 3. Transportation Improvement Committee
 - STIP/TIP amendments for Statewide Projects 0170-2771, 0170-2773, 0170-2854, and 0170-2993: Roadway pavement management analysis, replacement or repair of overhead sign supports, Design of traffic signals, and Bridge inspections.

- STIP/TIP amendment for Regional project 0088-0180: I-84 Pavement preservation in New Britain

MOTION: Tim Furey moved to approve the STIP/TIP amendments for Projects 170-2771, 170-2773, 170-2854, 170-2993, and 88-180; seconded by Peter McBrien; passed unanimously.

D. Confirmation of the appointment of Tim Furey and Brian Callahan to the PFP Committee
MOTION: Stephen Mindera moved to confirm the appointments of Brian Callahan and Tim Furey to the PFP Committee; seconded by Peter McBrien; passed unanimously.

E. Agency Representation on the R5EPT Steering Committee
MOTION: Peter McBrien moved to designate Kristin Thomas as the Agency's representative on the DEMHS R5EPT Steering Committee; seconded by Peter McBrien; passed unanimously.

F. FY2009-2010 Annual Report
MOTION: Rudy Cabata moved to approve the updated FY 2009-2010 Annual Report; seconded by Dennis Kern; passed unanimously.

G. Legislative Committee
Tim Furey moved to convene the Board's Legislative Committee including one representative of each town to meet in January 2011m and to direct staff to prepare a list of potential legislative issues for the committee to discuss; seconded by Steven Schiller; passed unanimously.

VI. Information - Tim Malone, a new Regional Planner with the Agency, was briefly introduced.
Adjournment was declared at approximately 6:40PM

Respectfully submitted by: Cheri Bouchard-Duquette