



**REGULAR AGENCY BOARD MEETING MINUTES**

7:30 P.M. Thursday, May 5, 2011 ; CCRPA 225 N. Main St. Ste 304, Bristol, CT  
**DRAFT**

- I. Call to order & roll call (report of excused absences & declaration of quorum - 4 towns) - the meeting was called to order at approximately 7:30PM with the following in attendance except as other wise noted:

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

- II. Welcome new Board Member - James Cassidy, Plainville CEO Representative

- III. Comments from the public regarding items not on the agenda- none

- IV. Action Items

- A. Receive the March 2011 Financial Report and file for Audit

MOTION: Jennifer Bartiss-Earley moved to accept the March 2011 Financial Report and file for Audit; seconded by Dennis Kern; passed unanimously.

- B. Approve April 7, 2011, meeting minutes

MOTION: Stephen Mindera moved to accept the April 7, 2011 meeting minutes as presented; seconded by Bart Bovee; passed unanimously.

- C. Standing Committee Reports

1. Program, Finance, and Personnel (PFP) Committee

- a. Amendments to the Personnel Policy

- (1) Transit Programs Manager Classification Description

MOTION: Tim Furey moved to approve an amendment to the Personnel Policy to revise the Classification description of the Transit Programs Manager as noted on attachment to agenda; seconded by Donald Padlo; passed unanimously.

- (2) Employee Health Insurance

MOTION: Tim Furey moved to amend the Personnel Policy replacing current health insurance coverage language with the following: "Employees and dependents who elect coverage thru Medicare will be provided coverage under a Medicare supplemental plan, and will be held harmless by the Agency up to \$2,000 each annually for out-of-pocket medical expenses which would have been covered by the Agency's regular employee health insurance policy but are not covered by Medicare, nor by their Medicare supplemental coverage," provided that a copy of the memo indicating Tracy Driscoll's opinion regarding the legality of the reimbursement procedure be attached with the PFP Committee meeting minutes; seconded by Stephen Mindera; passed unanimously.

- (3) Change Assistant Planner Title to "Planner"

MOTION: Tim Furey moved to amend the Classification Description for the Assistant Planner to give that position the title of "Planner"; seconded by Donald Padlo; passed unanimously.

- b. Amendments to the FY2010-2011 Budget

MOTION: Stephen Mindera moved to approve the following current year budget changes; an increase to the Paratransit Admin./Contractor revenue to \$1,555,000; a change for the Bristol IHZ revenue to \$20,000; an increase to \$1,465,000 for the Paratransit Contractor expenses; an increase to the Miscellaneous Expenditures line of \$28,400 for the \$19,000 payment to UCONN for the IHZ Bristol Study, along with an adjustment to the Contingency of \$14,000 for a new total of \$143,010; seconded by Dennis Kern; passed unanimously.

2. Comprehensive Plan Committee (CPC) (No action required on referrals if all decisions were unanimous; see CPC agenda for item listings) - Chair Donald Padlo reported that no action is required because all decision items were unanimous.

3. Transportation Improvement Committee

- a. Approval of the Regional Long Range Transportation Plan 2011-2040

MOTION: Donald Padlo moved to approve the Regional Long Range Transportation Plan 2011-2040 as presented; seconded by Stephen Mindera.

Dennis Kern proposed a friendly amendment to the motion to add a comment regarding potential ramp improvements to the Route 9 Christian Lane exit with final language as approved by the TIC Chair; friendly amendment accepted; motion as amended passed unanimously.

b. Approval of the Agency Public Participation Plan

MOTION: Donald Padlo moved to approve the Agency's Public Participation Plan as presented; seconded by Jennifer Bartiss-Earley; passed unanimously.

c. Resolution #20110505: Approval of the Ozone Air Quality Conformity Determination of the 2011 Regional Long Range Transportation Plans, and FY 2010-2013 Transportation Improvement Programs for the Connecticut portion of the New York-Northern New Jersey-Long Island, NY-NJ-CT Ozone Nonattainment Area, and the Greater Connecticut Ozone Nonattainment Area

MOTION: Donald Padlo moved to approve Resolution #2011-0505 Resolution On Ozone Air Quality Conformity Determination; seconded by Stephen Mindera; passed unanimously.

D. Section 5310 ConnDOT Van Funding Application Rankings

MOTION: Tim Furey moved to support the staff recommended priority list for ConnDOT to award this funding; seconded by Donald Padlo; passed unanimously.

E. Bylaws Amendment - Nominating Committee

MOTION: Tim Furey moved to amend Section V.B. of the Agency's Bylaw to read " B) SELECTION - Officers shall be chosen from duly appointed or elected representatives from different municipalities by vote of the Agency Board after nominations from the floor and from the PFP Committee at the annual meeting. No individual can be elected to a given office for more than two consecutive terms. When three or more are nominated for any office, the final two nominees shall be selected by a plurality on the first ballot. The two nominees who receive the greatest number of votes shall be considered nominees for the office and a second vote will then be held": seconded by Stephen Mindera; passed unanimously.

F. Appointment of Jim Cassidy to the PFP Committee

MOTION: Tim Furey moved to approve the appointment of Jim Cassidy to the PFP Committee; seconded by Carl Johnson; passed with Jim Cassidy abstaining.

G. Intergovernmental Agreement with the City of Bristol for the completion of Zoning Ordinance Amendments to create an Incentive Housing Zone (IHZ)

MOTION: Tim Furey moved to authorize the Executive Director to execute an Intergovernmental Agreement with the City of Bristol to prepare Zoning Ordinance language and other documentation for implementation of an Incentive Housing Zone in the City under a \$20,000 grant from the Connecticut Office of Policy and Management; seconded by Donald Padlo; passed unanimously.

V. Executive Director's Report - the Executive Director briefly reported that at it's meeting on April 29, 2011, the State Bond Commission authorized the borrowing of \$1 million "to finance a commuter rail and transportation alternatives analysis study for the I-84 corridor between Hartford and Waterbury pursuant to Section 2© of Public Act 06-136."

VI. Information - no items raised.

VII. Adjournment was declared at approximately 8:20 PM

Respectfully submitted by: Cheri Bouchard-Duquette, Office Manager and Bookkeeper