



REGULAR AGENCY BOARD MEETING MINUTES

7:30 P.M. Thursday, June 7, 2012 ; CCRPA 225 N. Main St. Ste 304, Bristol, CT

- I. Call to order & roll call (report of noted absences & declaration of quorum - 4 towns) the meeting was called to order by Chairman John Pompei at approximately 7:30PM with the following members in attendance except where otherwise 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	Rosie O'Brien Vojtek
Burlington	Peter McBrien	Paul Rachielles	~
New Britain	Donald Naples, Secretary	Steven P. Schiller	Marie Lausch
Plainville	James Cassidy	Jennifer Bartiss-Earley	~
Plymouth	Stephen Mindera	Carl Johnson	~
Southington	John Barry, informed absence	Rudy Cabata, Treas.	James "Rusty" Haigh

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

III. Action Items

- A. Approve the May 3, 2012, meeting minutes

MOTION: Stephen Mindera moved to approved the May 3, 2012 meeting minutes as presented; seconded by Peter McBrien; passed with Dennis Kern obtaining.

- B. Receive the April 2012 Financial Report and file for Audit

MOTION: Donald Padlo moved to accept the April 2012 Financial Report and file for Audit as presented; seconded by Stephen Mindera; passed unanimously

- C. Committee Reports

1. Program, Finance & Personnel (PFP)

- a. FY2012-2013 Annual Budget

MOTION: Dennis Kern moved to approve the FY 2012-2013 Annual Budget; seconded by Donald Naples; passed unanimously

- b. Personnel Policy Amendments - Classification Descriptions

MOTION: Steven Schiller moved approval of changes to the Personnel Policy: 1. Deletion of the Senior Planner and Transit Programs Manager classification descriptions. 2. Addition of classification descriptions for the Deputy Director, Associate Planner, and Paratransit Coordinator. 3. Change in title for the Office Manager/Bookkeeper to Office and Finance Administrator; seconded by Dennis Kern; passed unanimously

- c. Board Officer Nominations for FY2012-2013

Chairman John Pompei opened the floor for nominations for the FY 2012-2013 Board officers. Hearing none he accepted the following motion:

MOTION: Dennis Kern moved to approve the following Board officers for the FY2012-2013, effective July 1, 2012: Chair - Dennis Kern (Berlin), Vice Chair - Rudy Cabata (Southington), Treasurer - Donald Naples (New Britain) and Secretary - Jennifer Bartiss Earley (Plainville); seconded by Peter McBrien; passed unanimously

2. Comprehensive Plan (CPC) (No action required on referrals if all decisions were unanimous; see CPC agenda for item listings) - CPC Chair, Donald Padlo reported that all referrals were voted on unanimously and no action

was required

3. Transportation Improvement Committee (TIC)
 - a. ***STIP/TIP amendment to approve statewide project 170-3163 (Underwater inspection of bridges)***
 - b. ***STIP/TIP amendment to approve Berlin project 7-185 (Replacement of Bridge carrying Farmington Avenue over Mattabessett River)***
 - c. ***STIP/TIP amendment to approve Berlin project 7-186 (Berlin Land Trust-Chamberlin Highway Vista)***
 - d. ***STIP/TIP amendment for new Statewide project 400-xxxx (replacement of CT Transit bus fareboxes)***

TIC Chairman, Donald Padlo, reported that there was not a quorum at the May 31, 2012, scheduled TIC meeting, but that the TIC members present indicated that the items to be considered were non-controversial and should be approved by the Agency Board. Mr. Grayson Wright, transportation liaison from ConnDot allowed for one motion and vote for the four items together:

MOTION: Donald Padlo moved to approve the noted STIP/TIP amendments as listed; seconded by Steven Schiller; passed with Dennis Kern recusing himself because of a potential conflict of interest with item “c”.

- D. Memorandum of Understanding for the administrative functions and responsibilities of Department of Emergency Management and Homeland Security (DEMHS) Region 5 under the FFY2011 Homeland Security REPT grant program
MOTION: Donald Padlo moved to approve the MOU with the LHCEO and authorize staff to execute the document on behalf of the Agency; seconded by Stephen Mindera; passed unanimously
- E. Berlin Open Space Grant Application Letter of Support
MOTION: Stephen Mindera moved to authorize the Executive Director to send a letter of support to the Berlin Town Manager for the Town of Berlin’s Connecticut Watershed and Open Space Program Grant application to purchase the “ Chotkowski properties” as described in the staff memorandum; seconded by Peter McBrien; passed with Dennis Kern recusing himself for a potential conflict of interest.
- F. Pledge to Support the Widespread Deployment of Electric Vehicles in the Northeast of the Georgetown Climate Center, Washington, D.C.
MOTION: Stephen Mindera moved to authorize the Executive Director to sign the Pledge of Support for the Widespread Deployment of electric Vehicles in the Northeast of the Georgetown Climate Center, Washington, D.C.; seconded by Donald Naples; passed unanimously
- IV. Executive Director’s Report - Agency Bylaws and “Advised Absences” - It was decided by consensus to consider an “Informed Absence” taking place when a Board Member makes the Agency aware of their non-attendance at a meeting prior to the meeting, however this absence with still count towards the “three absences in a row” policy.
- V. Adjournment was declared at approximately 8:02PM

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