



**REGULAR AGENCY BOARD MEETING MINUTES**

7:30 P.M. Thursday, November 1, 2012 ; CCRPA 225 N. Main St. Ste 304, Bristol, CT

- I. Call to order & roll call (report of informed absences & declaration of quorum - 4 towns) - the meeting was called to order at approximately 7:45PM by Chairman Dennis Kern. The following were in attendance except where otherwise noted:

	Chief Elected Official Rep.	Planning Commission Rep.	Council Rep. (Towns > 50,000)
Berlin	Bart Bovee, informed absence	Dennis Kern, Chair	~
Bristol	John Pompei	Donald Padlo, informed absence	Rosie O'Brien Vojtek
Burlington	Peter McBrien	Paul Rachielles	~
New Britain	Donald Naples, Treasurer	Steven P. Schiller	Marie Lausch
Plainville	James Cassidy	Jennifer Bartiss-Earley - Sec., absent	~
Plymouth	Stephen Mindera	Carl Johnson, absent	~
Southington	John Barry, absent	Rudy Cabata, Vice Chair, informed absence	James "Rusty" Haigh

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

III. Action Items

- A. Approve the October 4, 2012, regular meeting minutes

MOTION: Peter McBrien moved to approve the October 4, 2012 meeting minutes as presented; seconded by Rusty Haigh; passed unanimously

- B. Receive the September Financial Report and file for Audit

MOTION: Steven Schiller moved to accept the September Financial Report and file for Audit; seconded by Peter McBrien; passed unanimously

- C. Committee Reports

1. Program, Finance & Personnel (PFP)

- a. New Employee Handbook

MOTION: Rusty Haigh moved to approve the attached Proposed Employee Handbook (identified as "Final Staff Edited Recommendation" ) effective immediately; seconded by Don Naples; passed unanimously

- b. Other - it was reported that the PFP, serving as the Employee Pension Plan Trustees, authorized moving administration of the two pension plans (Money Purchase and 457) to PASI Incorporated, LLC, of Farmington, CT to enable the employees to enjoy higher producing investment options and lower fees.

2. Comprehensive Plan (CPC) (No action required on referrals if all decisions were unanimous; see CPC agenda for item listings) - The was no quorum. Chairman Dennis Kern reported that the attending members of the CPC discussed the agenda items and didn't find any to be in conflict. Tim Malone then briefly reviewed the following applications with the full Board.

- a. Berlin Zoning Regulation Amendments

MOTION: Stephen Mindera moved to find this proposal not in conflict with any of the Region's Plans; seconded by Peter McBrien; passed unanimously

- b, Cheshire Zoning Regulation Amendments

MOTION: Steven Schiller moved to find this proposal not in conflict with any of the Region's Plans; seconded by Peter McBrien; passed unanimously

c. Southington 1 Zoning Regulation Amendments

MOTION: Paul Rachielles moved to find this proposal not in conflict with any of the Region's Plans; seconded by Stephen Mindera; passed unanimously

d. Southington 2 Zoning Regulation Amendment and Zone Boundary Change

MOTION: Steven Schiller moved to find this proposal not in conflict with any of the Region's Plans; seconded by Stephen Mindera; passed unanimously

D. Letter of Support for Middle Street Dam Removal Project in Bristol

MOTION: Stephen Mindera moved to approve the attached letter of support for this project to be used to promote the project to potential funding organizations; seconded by Rusty Haigh; passed unanimously

E. Parameters for Paratransit Service RFP to be published in early 2014

MOTION: Rusty Haigh moved to direct staff to advertise for proposals to provide paratransit service to the Region in FY 2013-3014 without the option to submit proposals for serving only a portion, or portions, of the Region; passed unanimously

IV. Information - it was noted that the Holiday Dinner meeting on December 6<sup>th</sup> would be held at the Baltic Restaurant in Berlin and that Board members would have to give their dinner selections to Cheri during the month of November.

V. Other Matters - none raised.

VI. Adjournment - was declared at approximately 7:59PM

Respectfully submitted by: Cheri Bouchard-Duquette, Office and Financial Administrator