



**7:30 P.M. REGULAR AGENCY BOARD MEETING MINUTES**  
**Thursday, September 5, 2013 ; 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 7:36PM by Chairman Dennis Kern. The following members were in attendance except where noted:

	Chief Elected Official Rep.	Planning Commission Rep.	Council Rep. (Towns >25,000)
Berlin	Bart Bovee	Dennis Kern, Chair	~
Bristol	John Pompei, Absent	Donald Padlo	Rosie O'Brien Vojtek
Burlington	Peter McBrien	Paul Rachielles	~
New Britain	Donald Naples, Treasurer	Steven Schiller, Informed Absence	Marie Lausch
Plainville	James Cassidy, Informed Absence	Jennifer Bartiss-Earley - Sec.	~
Plymouth	Stephen Mindera	Carl Johnson	~
Southington	John Barry	Rudy Cabata, Vice Chair	James "Rusty" Haigh

- II. Comments from the public regarding items not on the agenda - none. In attendance were State Representative Christopher A. Wright, and Mr. Mark DeVoe - AICP, Plainville Director of the Department of Planning and Economic Development
- III. New Staff Member Introduction - Christian Meyer, Planning Aide; Mr. Meyer briefly described his training, education, experience and personal background.
- IV. Action Items
- A. Approve the June 6, 2013, regular meeting minutes  
 MOTION: Donald Padlo moved to accept the June 6, 2013 meeting minutes as presented; seconded by Peter McBrien; passed unanimously
- B. Receive and file the May, June, and July, 2013, Financial Reports for Audit  
 MOTION: Stephen Mindera moved to receive and file the May, June, and July 2013 Financial Reports for Audit; seconded by Rusty Haigh; passed unanimously
- C. Committee Reports
1. Program, Finance & Personnel (PFP)
- a. Municipal dues for FY2014-2015  
 MOTION: Bart Bovee moved to approve the FY2014-2015 municipal dues amounts as noted in the Table attached to the staff memorandum; seconded by Donald Padlo; passed unanimously
- b. FY2013-2014 Agency Budget Amendment incorporating additional \$125,000 SGIA funding and making other minor changes  
 MOTION: Rusty Haigh moved to approve the changes to the FY 2013-2014 budget presented in the Budget Detail Sheets attached to the staff memorandum; seconded by Peter McBrien; passed unanimously
- c. Office Space - Fourth Lease Amendment  
 MOTION: Peter McBrien moved to authorize the Executive Director to execute the attached 4<sup>th</sup> Lease Amendment to add 386 square feet of office space to the suite, and to approve re-modeling cost reimbursements to Carpenter Companies of up to \$3,694; seconded by Rusty Haigh; passed unanimously
- d. Establishment of an Agency Supportive 501c3 Non-Profit Corporation  
 MOTION: Peter McBrien moved to authorize the Executive Director to initiate creation of a 501C3 nonprofit corporation to support the Agency's work as described in the memo dated September 5, 2013 - Formation of a supportive 501C3 non-profit corporation, with the Agency Board as its board of directors, and to seek tax-exempt status for the corporation from the IRS; seconded by Rusty Haigh; passed unanimously
- e. Other - none

2. Comprehensive Plan (CPC) (No action required on referrals if all decisions were unanimous; see CPC agenda for item listings)- Chairman Donald Padlo reported that all decisions were unanimous and no action is required by the Agency Board

3. Transportation

a. Approval of TC Bylaws Amendment

MOTION: Donald Padlo moved to adopt the amendment to the TC bylaws as outline in the memo dated September 5, 2013 - Transportation Committee (TC) Bylaws Amendment; seconded by Stephen Mindera; passed unanimously

b. Bus Stop Sign Purchases funded by Municipal Contributions - this information item was briefly described by staff

D. Ratification of appointment of Standing Committee members and chairs

MOTION: Donald Padlo moved to confirm the Chairman's appointments of the Standing Committee members and Chairs for FY 2013-2014 as noted: Berlin- Bart Bovee PFP, Dennis Kern CPC, Bristol - John Pompei PFP and Donald Padlo, Chair CPC, Burlington - Peter McBrien PFP and Paul Rachielles CPC, New Britain - Donald Naples PFP and Steven Schiller CPC, Plainville - James Cassidy PFP and Jennifer Bartiss-Earley CPC, Plymouth - Stephen Mindera, Chairman PFP and Carl Johnson CPC, Southington - Rusty Haigh PFP and Rudy Cabata CPC; seconded by Peter McBrien; passed unanimously

E. Legislative Advocacy

The Executive Director briefly described the history of the development of two memoranda on the composition of the governing boards of councils of government and presented a memorandum advising the Board that the Chief Elected Officials of the Region had asked that they be permitted to direct the efforts related to these, and similar issues, such as the determination as to which RPO, if any, the CCRPA should seek to consolidate with. A motion was made by Stephen Mindera to approve the staff recommendation regarding these matters which was seconded by Rusty Haigh. There was some discussion about whether the Board wanted to go on record as relinquishing their authority to act in relation to these issues and the maker of the motion, and the second, both asked to have their motion withdrawn.

1. Allow non-elected officials to represent municipalities on COG Boards - not discussed, as requested by the Region's Chief Elected Officials

2. Allow proportional representation on COG governing boards - not discussed, as requested by the Region's Chief Elected Officials

F. State-mandated RPO/MPO Reorganization - - not discussed, as requested by the Region's Chief Elected Officials

V. Other Business - The Executive Director asked that the Board add consideration of two letters of support to the agenda.

MOTION: Stephan Mindera moved to add consideration of an endorsement of a "Candidate Bulletin," regarding state transportation funding, and support of S.411, the "Short Line Railroad Rehabilitation and Investment Act of 2013" to the agenda; seconded by Peter McBrien; passed unanimously

MOTION: Stephen Mindera moved to have the Agency listed as a sponsor of the "Candidate Bulletin," seconded by Donald Padlo; passed unanimously.

MOTION: Donald Padlo moved to authorize the Executive Director to send letters of support for the "Short Line Railroad Rehabilitation and Investment Act of 2013" ; seconded by Peter McBrien; passed unanimously

VI. Adjournment was declared at approximately 8:55PM

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