



**CENTRAL CONNECTICUT REGIONAL PLANNING AGENCY (CCRPA) AND
 METROPOLITAN PLANNING ORGANIZATION (CCMPO)
 GOVERNING BOARD REGULAR MEETING MINUTES
 NOVEMBER 18, 2014**

- I. Call to order - Chairman Robert E. Lee called the meeting to order at approximately 12:05 PM
- II. Pledge of Allegiance
- III. Report of informed absences (quorum - 4 towns) All members were in attendance, except as noted below, along with: Mike Maletta, CCRPA Auditor; Paul O'Brien, Region Vice President of First Transit; Shedrick Robinson, General Manager of First Transit, Central Connecticut Region; Grayson Wright, ConnDOT; Pauline Yoder, Special Projects Manager of CRCOG; and Michael, Plainville intern; Carl Stephani, Francis Pickering, Tim Malone, and Kristin Hadjstylianos of CCRPA staff.

| Town | Chief Elected Official, or Proxy | | |
|-------------|---|-------------|-------------------------------------|
| Berlin | Denise McNair, Town Manager - absent | Plainville | Robert E. Lee, Town Manager (Chair) |
| Bristol | Ken Cockayne, Mayor (Secretary) | Plymouth | David Merchant, Mayor - absent |
| Burlington | T. Shafer, First Selectman - left at 12:40 PM | Southington | Garry Brumback, Town Manager |
| New Britain | John Healey, arrived 12:10 PM | | |

- IV. Comments from the public on items not on the agenda - none presented
- V. Action Items
 - A. Approval of the October 14, 2014, meeting minutes
 MOTION: Garry Brumback moved to accept the October 14, 2014, meeting minutes as presented; seconded by Ted Shafer; passed unanimously.
 - B. Receipt of the October 2014 Financial Report for filing for Audit
 MOTION: Ted Shafer moved to receive and file the October 2014 Financial Report for Audit; seconded by Garry Brumback; passed unanimously.
 - C. Acceptance of the FY2013-2014 Audit Report - Mike Maletta, Auditor
 Mr. Maletta reviewed the draft Report and advised the Board that it was a "clean" audit. The Board Chair asked that a paragraph be added to page 20 describing which councils of governments the towns were moving to. The Executive Director recommended approving the document as the Final Audit for FY2013-2014.
 MOTION: Ken Cockayne moved to accept the FY2013-2014 Audit Report as the final audit for the period with a paragraph to be added on page 20 describing which Councils of Governments the seven towns were moving to; seconded by Garry Brumback; passed unanimously.
 - D. Central Connecticut Metropolitan Planning Organization (CCMPO) Bylaws
 The Executive Director explained that the CCRPA and the CCMPO over the past forty or so years have operated under the same Bylaws, but that, now that the CCRPA was dissolving, the CCMPO needed its own Bylaws. Chairman Lee suggested that the last paragraph under Article III regarding missed meetings be removed.
 MOTION: Ken Cockayne moved to accept the Central Connecticut Metropolitan Planning Organization (CCMPO) Bylaws with the change suggested by the Chairman in Article III; seconded by Garry Brumback; passed unanimously.
 - E. CCMPO Transportation Committee Bylaws Amendments
 MOTION: Garry Brumback moved to accept the CCMPO Transportation Committee Bylaws Amendments as presented; seconded by Ken Cockayne; passed unanimously.
 - F. Memorandum of Agreement with CRCOG for completion of the Regional Hazard Mitigation Plan Update
 MOTION: Ken Cockayne moved to accept the Memorandum of Agreement with CRCOG for completion of the Regional Hazard Mitigation Plan Update as presented; seconded by Garry Brumback; passed unanimously.
 - G. Farmington Canal Heritage Trail Project - Plainville "Gap"

By consensus, the Board agreed that staff would submit two applications to ConnDOT to use PL funds for studies. The first priority would be for closure of the FCHT in Plainville and Southington; the second for a transportation study of the Burlington town center.

- H. Agency Final Close-Down Procedures - The draft procedural schedule prepared by the Executive Director was briefly reviewed and it was noted that they envisioned the Executive Director and the part-time temporary Bookkeeper continuing to work on closing down the organization through the month of January.

VI. Information

A. Paratransit Services Contract

1. Current Service Issues - Representatives from First Transit discussed ongoing issues with the service. The Board asked First Transit work to improve these issues and attend the next meeting for an update. The Board will decide if the improvements meet the minimum standards as highlighted in the contract, or whether penalties should be imposed.
2. Transition to New Host - The Board asked that Vicki Shotland, Executive Director of GHTD, be invited to the December meeting to discuss the transition.

- B. Bristol Middle Street Dam Removal Project (Bristol) - Transition to the City of Bristol
It was noted that the City of Bristol would accept the lead for following through with this project, and that details relating to the transition are in the in process of being worked out.

C. Central Connecticut Economic Development District (CCEDD) - Transition to New Britain Chamber of Commerce

Staff reported that the New Britain Chamber had offered to serve to host the CCEDD after December 31st and that the Central Connecticut Economic Development Alliance did not object to that change. It was noted that CCRPA staff had been advised by New Britain Chamber of Commerce staff that Tim Stewart, the Chamber's Executive Director, had discussed the matter with Jim Albert, Executive Director of the Bristol Chamber, and that Mr. Albert did not object [on Wednesday after the meeting Mr. Albert advised that, as far as he was concerned, no such discussion had ever taken place].

MOTION: Ken Cockayne moved to support re-assignment of the CCEDD to the New Britain Chamber; seconded by John Healey; passed unanimously.

- D. Other - no other information items presented.

VII. Adjournment was declared at approximately 1:10 PM.

Respectfully Submitted,
Kristin Hadjstylianos, Associate Planner

cc: Municipal Planners; Auditor; T. Maziarz & G. Wright, ConnDOT; D. Morley CT OPM; E. Powell & K. Shooshan-Stoller U.S. FHWA; N. Garcia, U.S. FTA; R. Lynn, NWHCOG; R. Dunne, Valley COG, S. Gold COGCNV; L. Wray, CRCOG