

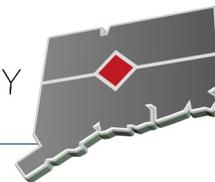
# CENTRAL CONNECTICUT REGIONAL PLANNING AGENCY

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## PROGRAM, FINANCE & PERSONNEL COMMITTEE MEETING MINUTES

7 P.M.; Thursday, April 1, 2010; CCRPA Offices, 225 N. Main St., Bristol, CT

1. Call to order, determination of quorum (50% of Committee Membership)- Stephen Minder, Chair, called the meeting to order at approximately 7:00 PM with the following members in attendance:

Berlin -	Bart Bovee	Plainville -	David Dudek
Bristol -	John Pompei	Plymouth -	Stephen Mindera, Chair
Burlington -	Peter McBrien	Southington -	Joseph Krajewski
New Britain -	Don Naples		

2. March 4, 2010, meeting minutes

MOTION: David Dudek moved to accept the March 4, 2010 meeting minutes as presented; seconded by Peter McBrien; passed unanimously.

3. Funding CPC staff work

Executive Director, Carl Stephani gave an overview of the usage of General Fund monies in relation to staff hours. With the loss of the SGIA grant of approximately \$60,000 the amount of time that can be dedicated to General Fund activities has been greatly reduced which directly effects the amount of time that can be spent on CPC referrals. It was recommended that the PFP discuss this matter with the full Board to jointly discuss various alternative funding levels for supporting zoning/land use referrals.

4. Recommendation to the Agency Board regarding amendment of the Personnel Policy for Health Insurance non-participation rebates

MOTION: Peter McBrien moved to recommend that the Agency Board amend Personnel Policy Section 111A. "Health Insurance" by adding the following language to become effective the first full pay period in July 1, 2010: "Employees who have coverage thru a spouse, and who choose not to enroll in the Agency sponsored health insurance program, may be give an allowance of up to \$2,000 per year (for savings that accrue to the Agency as a result of their non-participation) to be awarded proportionally with the issuance of each paycheck, but not considered 'salary' in relation to annual salary increases."; seconded by Joseph Krajewski; passed unanimously.

5. Draft FY2010-2011 Budget

Executive Director, Carl Stephani reviewed the draft budget drawing attention to the anticipated revenues, which are not expected to change significantly from this year.

6. Other business

Executive Director, Carl Stephani advised the PFP of the Office Manager/Bookkeeper's planned surgery, and asked the PFP to authorize up to two weeks of leave without pay to the Office Manager to allow adequate recovery time after the surgery.

MOTION: David Dudek moved to grant up to two weeks of leave without pay to Office Manager/Bookkeeper Cheri Bouchard-Duquette to be taken in the months of May and June 2010; seconded by Peter McBrien; passed unanimously.

7. Adjournment - was declared at approximately 7:45 PM

Respectfully Submitted: Cheri Bouchard-Duquette, Office Manager