



PROGRAM, FINANCE & PERSONNEL COMMITTEE
MEETING MINUTES

DRAFT

7 PM; Thursday, June 2, 2011 - CCRPA Offices, 225 N. Main St., Bristol, CT

1. Call to order, determination of quorum (50% of Committee Membership) the meeting was called to order at approximately 7:02PM by Chairman Stephen Mindera with the following in attendance except as otherwise noted:

Berlin - Bart Bovee	Plainville - James Cassidy - absent
Bristol - Tim Furey - noted absence	Plymouth - Stephen Mindera, Chair
Burlington - Peter McBrien	Southington - Brian Callahan - absent
New Britain - Don Naples - noted absence	ex officio -John Pompei
2. Approval of May 5, 2011, minutes
MOTION: Bart Bovee moved to accept the May 5, 2011 minutes as presented; seconded by Peter McBrien; passed unanimously
3. Recommendation to the Agency Board regarding the FY2011-2012 Budget
MOTION: Peter McBrien moved to recommend to the Agency Board the attached proposed FY 2011-2012 Budget be approved; seconded by Bart Bovee; passed unanimously
4. Authorization to start Planner Abigail St. Peter on June 13 instead of July 1
MOTION: Bart Bovee moved to authorized the Executive Director to hire the new Planner as a regular full- time position starting on Monday, June 13, 2011; seconded by Peter McBrien; passed unanimously
5. Incentive Housing Zone (IHZ) Workforce Housing Grant Program Update
MOTION: Peter McBrien moved to direct CCRPA staff to continue to make itself available to the City of Bristol staff as they consider the completion of Phase II of the City's workforce housing project, but to avoid interjecting itself into the internal affairs of the City in this, and all similar situations; seconded by Bart Bovee; passed unanimously
6. Other - none
7. Adjournment was declared at approximately 7:10PM