



DRAFT

PROGRAM, FINANCE & PERSONNEL COMMITTEE
MEETING MINUTES

7 PM; Thursday, October 6, 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 7:04PM with the following in attendance except as otherwise noted:

Berlin -	Bart Bovee	Plainville -	James Cassidy- noted absence
Bristol -	John Pompei - absent	Plymouth -	Stephen Mindera, Chair
Burlington -	Peter McBrien	Southington -	James "Rusty" Haigh
New Britain -	Don Naples	ex officio -	John Pompei- absent

2. Approval of September 1, 2011 minutes

MOTION: Bart Bovee moved to accept the September 1, 2011 minutes as presented; seconded by Donald Naples; passed unanimously

3. Recommendation to the Agency Board regarding Amendments to the FY2011-2012 Budget

The Executive Director briefly reviewed the Agency's unrestricted net assets and contingency situation and the unnecessary limitations having both of them imposes upon accomplishing additional work. The proposed budget amendments would eliminate the contingency in the budget, but the unrestricted net assets would continue to serve the purpose of a "rainy day fund." The funds for contingency would be moved to staffing lines and would be used to complete needed projects.

MOTION: Donald Naples moved to recommend that the Agency Board amend the FY 2011-2012 Budget as proposed; seconded by James Haigh; passed unanimously

4. Other - the Executive Director advised that the Agency's Transit Programs Manager had resigned earlier this afternoon and one of the Planners would be administering those programs for the time being.
5. Adjournment was declared at approximately 7:19 PM.