



PROGRAM, FINANCE & PERSONNEL COMMITTEE  
MEETING MINUTES

7 PM; Thursday, November 7, 2013  
 CCRPA Offices, 225 N. Main St., Bristol, CT

1. Call to order (report of informed absences & declaration of quorum - 51% of members) - Chairman Stephen Mindera call the meeting to order at approximately 7:00PM with the following members in attendance unless as otherwise noted:
 

Berlin -	Bart Bovee	Plainville -	James Cassidy, Informed Absence
Bristol -	John Pompei, Informed Absence	Plymouth -	Stephen Mindera, Chair
Burlington -	Peter McBrien	Southington -	James "Rusty" Haigh
New Britain -	Don Naples		
  
2. October 3, 2013, meeting minutes  
 MOTION: Bart Bovee moved to accept the October 3, 2012 meeting minutes as presented; seconded by Rusty Haigh; passed with Don Naples abstaining
  
3. Recommendations to the Agency Board
  - a. FY2013-2014 Agency Budget Amendment to accept new grant funding, position reclassifications, and salary adjustments  
 MOTION: Peter McBrien moved to recommend that the Agency Board approve proposed amendments to the FY 2013-2014 Agency Budget Amendment #2 incorporating new grants, and the title and salary changes outlined in the Memorandum with attachments; seconded by Bart Bovee; passed unanimously
  
  - b. Memorandum of Agreement to provide Technical assistance to the Litchfield Hills CEO for updating the Litchfield Hills Hazard Mitigation Plan  
 MOTION: Don Naples moved to recommend that the Agency Board authorize the Executive Director to sign the memorandum of agreement with the Litchfield Hills Council of Elected Officials; seconded by Peter McBrien; passed unanimously
  
4. Other Business - none
  
5. Adjournment was declared at approximately 7:20PM