



CENTRAL CONNECTICUT REGIONAL PLANNING AGENCY

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PROGRAM, FINANCE & PERSONNEL COMMITTEE
MEETING MINUTES

6 PM; Thursday, December 5, 2013

Baltic Restaurant, 237 New Britain Road, Berlin, CT

1. Call to order (report of informed absences & declaration of quorum - 51% of members) - the meeting was called to order by Chairman Steven Mindera at approximately 6:00PM with the following in attendance unless otherwise noted:

Berlin -	Bart Bovee, informed absence	Plainville -	James Cassidy
Bristol -	John Pompei	Plymouth -	Stephen Mindera, Chair
Burlington -	Peter McBrien	Southington -	James "Rusty" Haigh
New Britain -	Don Naples	<u>ex officio</u> -	Dennis Kern (with RPC)
2. November 7, 2013, meeting minutes
MOTION: Rusty Haigh moved to approve the November 7, 2013 meeting minutes as presented, seconded by Don Naples, passed unanimously
3. Recommendations to the Agency Board
 - a. Accept the FY2012-2013 Annual Audit - The Agency Board's Auditor, Michael Maletta gave the Committee an overview of the Audit Report advising that all was in very good order.
MOTION: Rusty Haigh moved to recommend that the Agency Board accept the Fiscal Year 2012-2013 draft as presented: seconded by John Pompei, passed unanimously
 - b. Approve documents related to Urban Oaks Organic Farm, Incorporated:
 - i. Authorize staff to execute a CERT 132 Tax Exempt Permit Form for the purchase and registration of a 2007 GMC W4500 14' Box Truck;
 - ii. Approve a vehicle lease agreement for the truck;
 - iii. Approve a lease agreement for a variety of food management equipment itemsMOTION: John Pompei moved to recommend that the Agency Board approve the proposed documents related to the Urban Oaks Organic Farm: seconded by Rusty Haigh; passed unanimously
4. Other Business - none raised.
5. Adjournment was declared at approximately 6:15PM