

**Greater Bridgeport Regional Planning Agency
Regular Board Meeting
August 26, 2009 - 6:30 PM
Greater Bridgeport Regional Planning Agency Conference Room
525 Water Street
Bridgeport, CT 06604**

Minutes

Members Present:

Bridgeport: Anne Phillips, Vice Chairman
Easton: Peter Neary, Wallace Williams, Treasurer
Fairfield: Michael Giaquinto, Doug Jones, Jill Kelly
Monroe: Raymond McPadden, J.P. Sredzinski
Stratford: Laurie Goodsell, Secretary, Joseph Vecsey, Edward Ward
Trumbull: Frederick Garrity, Chairman, Guy Rocco

Members Absent:

Bridgeport: Carolyn Taylor, Melville Riley
Easton: None
Fairfield: None
Monroe: None
Stratford: None
Trumbull: Anthony Chory

Staff Present: Mark Nielsen, Executive Director
Linda Colello, Office Manager

The Chairman called the Executive Committee Meeting to order at 6:35 PM. Having no business before the Executive Committee, by motion made by Mr. McPadden, seconded by Mrs. Phillips, the meeting adjourned.

The Chairman welcomed new member Mr. Joseph Vecsey, representing the Town of Stratford

I. **Approval of Meeting Minutes**

By motion made by Mrs. Kelly, seconded by Mrs. Phillips, the Agency voted to approve the minutes of the July 22, 2009 Regular Meeting.

3 members abstained: Laurie Goodsell, J. P. Sredzinski, Joseph Vecsey

The motion carried.

II. Communications and Announcements

1. Financial Report

Mr. Nielsen presented the financial statements for the period July 1, 2009 through July 31, 2009. By motion made by Mrs. Phillips, seconded by Mr. Vecsey, the financial statements were approved.

The motion carried.

2. Regional Transportation Work Program Schedule and Preliminary Milestones

Mr. Nielsen updated members on the status of on-going tasks regarding the Agency's Transportation Planning Program. A discussion period followed.

3. American Recovery and Reinvestment Act - Regional Projects

Mr. Nielsen reviewed the funding for the recommended transportation improvement projects to member towns under the American Recovery and Reinvestment Act.

Mr. Nielsen reminded members that projects funded under the ARRA must be "shovel-ready". If a town receives funds for a project that is not ready to begin construction, it is possible they may forfeit the funding. In addition, if a town feels they cannot complete the project within the agreed timeframe, the MPO could meet and reallocate the funds to another town in the Greater Bridgeport Region. Mr. Nielsen has been working closely with the towns to maintain realistic timeframes.

4. Proposed Cleaning of Office

Mr. Nielsen presented a proposal from Suburban Contract Cleaning to perform major cleaning services in the office. The proposal includes stripping and waxing the tile floor areas as well as shampooing all carpeting. The cost for this service is \$950.00. By motion made by Mrs. Kelly, seconded by Mr. Ward, the Agency voted to approve the office cleaning.

The motion carried.

III. Report of the Personnel Policy Committee

Mrs. Phillips reported on the Personnel Policy Committee meeting held on August 19, 2009. The Committee's initial review of the Agency's current policy determined the need to separate categories and topics. Mr. Neary suggested hiring an independent contractor because the current policy is

complicated and should be divided into three separate documents, employee handbook, operations and policies. He also voiced concern of unfunded liabilities.

The Chairman suggested simplifying the process and start with a breakdown of categories and address the unfunded sick leave benefit first.

Mr. Rocco requested job descriptions for all employees.

The Chairman also requested the Executive Director and Office Manager to solicit short-term disability plan costs and options.

IV. **Westport #269 - Sections 44-2-2 State and Federal Agency Reports**
Text Amendment #600P&Z Application #09-075

By motion made by Mr. Sredzinski, seconded by Mr. Giaquinto the Agency voted to support the proposed zoning regulation amendment because it is not of regional significance.

2 members voted against the motion - Mrs. Phillips and Mr. Ward
1 members abstained - Mr. McPadden

The motion carried.

Mr. Nielsen announced the hiring of Brian Bidolli as the Agency's Transportation Planner. Mr. Bidolli will begin employment on September 8, 2009.

Mr. Ward raised the question of sharing emergency generators within the Region