

**Greater Bridgeport Regional Planning Agency
Regular Board Meeting and Executive Committee Meeting
Wednesday, April 28, 2010 – 6:30 PM
GBRPA Conference Room
525 Water Street
Bridgeport, CT 06604**

Minutes

Members Present:

Bridgeport: Anne Phillips, Vice Chairman, Melville Riley, Carolyn Taylor
Easton: Wallace Williams, Treasurer
Fairfield: Michael Giaquinto, Robert Greenberger, Jill Kelly
Monroe: J. P. Sredzinski
Stratford: Joseph Vecsey, Edward Ward
Trumbull: Guy Rocco

Members Absent:

Bridgeport: Carmen Hatton; Jose Pires
Easton: Peter Neary
Fairfield: None
Monroe: Raymond McPadden
Stratford: Laurie Goodsell, Secretary
Trumbull: Frederick Garrity, Chairman, Anthony Chory

Staff Present:

Mark Nielsen, Executive Director
Linda Colello, Office Manager
Brian Bidolli, Transportation Planner

In the absence of the Chairman, the Vice Chairman opened the meeting at 6:30 PM.
In the absence of Laurie Goodsell, GBRPA Secretary, Mr. Sredzinski was appointed Secretary Pro Tem.

Having no business to come before the Executive Committee, a motion was made by Mrs. Phillips, seconded by Mr. Riley to open and close the meeting. Vote was unanimous.

I. Approval of Meeting Minutes

By motion made by Mrs. Kelly, seconded by Mr. Greenberger, the Agency voted to approve the minutes of the March 24, 2010 Regular and Executive Committee Meeting.

Vote was unanimous.

By motion made by Mrs. Kelly, seconded by Mr. Vecsey, the Agency voted to approve the minutes of the April 15, 2010 Executive Committee Meeting.

Vote was unanimous.

II. Communications and Announcements

1. Financial Report

By motion made by Mr. Sredzinski, seconded by Mr. Riley, the Agency voted to approve the Financial Report for July 1, 2009 – March 31, 2010.

Vote was unanimous.

2. 2011 Operating Budget

Mr. Nielsen distributed and reviewed the GBRPA 2011 Operating Budget. By motion made by Mr. Riley, seconded by Mr. Greenberger, the Agency voted to continue discussion of the budget at the May meeting. Vote was unanimous. The Executive Committee will meet with the Executive Director on May 5, 2010 at 5:00 to discuss the budget.

3. Human Resources Consultant Request for Proposals

Mr. Giaquinto requested a list of clients from HR consultants who performed similar services to that which the Agency is seeking. A committee meeting is scheduled for May 5, 2010 at 5:30 PM to begin discussion and selection of a consultant to perform the update of the Agency Personnel Policy and Procedures.

4. Regional Council of Elected Officials – Update

Mr. Nielsen reported on a meeting he attended in the Town of Monroe the week of April 19, 2010 regarding the conversion of the RPA to a Regional Council of Elected Officials. He expects the Monroe Town Council to adopt the conversion to a RCEO at their June meeting. He informed members that he will be meeting with the Town of Easton next. To date, the Town of Fairfield has approved the RCEO conversion. Mr. Ward requested prior notification of meeting dates in their respective town so that they may be involved.

5. Regional Transportation Work Program Status Report

Mr. Nielsen reviewed.

6. Technology Action Program

Mr. Nielsen reported on the status of a server and off-site data backup system. Mr. Nielsen informed members that four computers were purchased in fiscal year 2009-2010 which were fully or partially charged to the Transportation Planning Program. The state informed Mr. Nielsen that they would not provide reimbursement for any additional equipment purchased in fiscal year 2009-10. For that reason, Mr. Nielsen included a line item for additional equipment in the 2010-2011 Agency budget. Mr. Nielsen also advised members of the possibility of partnering with the Valley Council of Governments to provide off-site storage as a joint venture as well as a centralized system

7. Proposed Amendments to Agency By-Laws

Mrs. Phillips advised members that at the last Executive Committee Meeting the issue of allowing teleconferencing and videoconferencing for meetings was suggested. She also stated that in order to allow teleconferencing and videoconferencing it must be stated in the Agency by-laws. Because the by-laws do not currently address the issue of teleconferencing and videoconferencing they would have to be amended. She further stated that capability will be used only as a back up to ensure a quorum is met to conduct Agency business.

A discussion followed regarding videotaping and webcam options.

Mr. Sredzinski suggested allowing the Executive Committee videoconferencing capabilities to conduct necessary Agency business without the need for the entire Board to be included. Mrs. Phillips said the videoconferencing would be used only in cases of critical situations.

Mr. Williams voiced concern of increased absences with the ability of videoconferencing.

Mr. Rocco suggested amending the By Laws for videoconferencing to include the entire Board and not limit to just the Executive Committee and only to be used to establish a quorum.

By motion made by Mr. Riley, seconded by Mr. Vecsey, the Agency voted to amend the By-laws to include teleconferencing and videoconferencing. Vote was unanimous.

By motion made by Mr. Vecsey, seconded by Mr. Riley to form a committee to establish procedures and requirements for teleconferencing and videoconferencing. Vote was unanimous.

Committee members include: Mrs. Phillips; Mr. Riley; Mr. Sredzinski; Mr. Vecsey and Mr. Ward.

III. Referrals

Westport #277 – Zoning Regulations Amendments: Outdoor Eating Areas

By motion made by Mr. Riley, seconded by Mr. Sredzinski, it was the consensus of the Board that the removal of parking requirements in multiple zones could impact the availability of parking in the surrounding areas. The other changes in the proposed amendment were considered minor and not of regional significance.

Vote was unanimous.

Westport #278 – Proposed Zoning Regulation Amendments Various Sections – Home Based Business

By motion made by Mr. Williams, seconded by Mr. Greenberger, it was the consensus of the Board that allowing the same number of visitors for Home Occupation, Level 1 and 2 may not be consistent with the nature of the uses. The Board expressed concern that since Home Occupation, Level 2 allows for a larger workforce it could attract more visitors. The other changes in the proposed amendment were considered minor and not of regional significance.

Vote was unanimous.

Westport #279 – Zoning Regulations Amendment: Accessory Uses (Section 24): General Business District

By motion made by Mr. Riley, seconded by Mr. Sredzinski, it was the consensus of the Board that the proposed changes are minor and would not cause any regionally significant impacts.

Vote was unanimous.

Westport #280 – Zoning Regulations Amendment: Restaurants and Liquor Establishments

By motion made by Mrs. Taylor, seconded by Mr. Vecsey, it was the consensus of the Board that the proposed changes are minor and would not cause any regionally significant impacts.

Vote was unanimous.

Fairfield #147 – Zoning Regulations Amendment (Section 12.5): Permitted Uses - Neighborhood Designed Business District

By motion made by Mr. Vecsey, seconded by Mr. Greenberger, it was the consensus of the Board to support the proposed amendments. However, the Board voiced concern that the ambiguity of the term “gifts” could force the town to allow certain retail uses that may not be consistent with the overall intent of the regulations. It was suggested that the town consider defining the term “gifts” more explicitly.

Vote was unanimous.

Fairfield #148 – Zoning Regulations Amendments: Flood Protection

By motion made by Mr. Williams, seconded by Mr. Riley it was the consensus of the Board that the changes are minor and not of regional significance.

Vote was unanimous.

Fairfield #149 – Zoning Regulations Amendments (Section 5.2): Design Standards (Residence Districts)

By motion made by Mr. Greenberger, seconded by Mr. Sredzinski, it was the consensus of the Board that the proposed changes are minor and not of regional significance.

Vote was unanimous.

Trumbull #188 – Zoning Regulations Amendments: Flood Protection

By motion made by Mr. Riley, seconded by Mr. Vecsey, it was the consensus of the Board that the proposed changes are minor and not of regional significance.

Vote was unanimous.

Bridgeport #144 – Zone Change: Office Retail Regional to Planned Development District

By motion made by Mr. Greenberger, seconded by Mr. Sredzinski, the Board voted to support the zone change and accepted the staff finding that the proposal is consistent with the city's zoning regulations and master plan and that the GDP demonstrates that the infrastructure surrounding the proposed PDD is sufficient or would be made sufficient to accommodate the proposed long term development. The only comments offered by members related to the need to ensure separation of sanitary and storm sewers in the project area and maintenance of the bulkhead around the peninsula.

Vote was unanimous.

Mr. Nielsen informed members the Agency received a referral on Monday, April 26, 2010 from the City of Shelton regarding distributed wind energy facilities. Although Shelton submitted the referral to the Agency within the thirty day time period, the public hearing will be held prior to the next Agency Board Meeting in May. Also, due to the late arrival of the referral staff was unable to prepare a detailed staff report to hand-out to members. Mr. Nielsen will mail the referral to all members for review and comments. The referral will be on the Executive Committee Meeting agenda on May 5, 2010.

By motion made by Mr. Giaquinto, seconded by Mr. Greenberger the meeting adjourned.

Respectfully submitted,

J. P. Sredzinski, Secretary Pro Tem