



CCAPA Executive Board
Meeting Minutes of April 6, 2018
Shipman and Goodwin, Hartford, CT

President Michael Piscitelli called the Executive Board meeting of April 6, 2018 to order.

In attendance: John Guszkowski, Khara Dodds, Dan Tuba, Alan Weiner, Patrice Carson, Chris Smith, Susan Westa; John Reiner and Rebecca Augur (via phone).

Minutes

Adoption of the minutes of February 2, 2018 was tabled.

President's Report

M. Piscitelli thanked everyone for their hard work on the gubernatorial meetings and the Start with Planning discussion. He also thanked Milone and MacBroom for their sponsorship of the legislative breakfast. He noted ten elected officials attended the breakfast.

M. Piscitelli thanked E. Hultquist for taking on the strategic planning requirement for the Chapter Performance criteria and is making progress. CCAPA is deficient on two of the required criteria, the other being the annual election cycle.

M. Piscitelli handed out a copy of CCAPA's application for a Chapter Council President's grant in the amount of \$2,000, which was approved by the CPC. The grant will support the Start with Planning program and technical training sessions. He said a motion is required to approve acceptance of the grant. A. Weiner made a motion to accept the Chapter Council President's grant award. P. Carson seconded the motion and it passed unanimously, 9-0.

M. Piscitelli noted Stamford is applying to APA for recognition under their Great Places in America program. He said it would be great if Connecticut was recognized. Applications are due at the end of April. D. Tuba said we should make an effort to submit one application from each county. He suggested we consider collaborating with CEDAS.

Treasurer's Report

K. Dodds reported during this period, the chapter gained \$1,810 in revenue from conference and workshop fees and \$6,043 in APA membership dues. She noted on the expense side, \$1,272 was spent on speakers for the February and March skill-building sessions; \$691 for the CCAPA magazine for the legislative breakfast; \$455 was paid to the accountant for filing the taxes; and \$200 went towards the AICP manuals. D. Tuba inquired about the balances in the

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banking accounts which are reported on the statements which are approximately \$26,000 in the CD and \$60,000 in the checking account.

Discussion Topics

Legislative Breakfast

J. Guskowski gave an overview of the outcome of the breakfast. He said there was good attendance from planners and elected officials. He provided thoughts for the next breakfast such as conducting more personal outreach, getting elected officials there on time, and perhaps holding the breakfast in conjunction with the CCAPA Awards program. S. Westa commented the Chapter tried holding the breakfast with the awards program before and it didn't yield any better results. The Board discussed ways to improve the breakfast and how to get a better turnout.

Bylaws Amendments

There was a discussion on amending the bylaws in regards to language about chapter performance criteria and the election cycle. In regards to the election of officers, M. Piscitelli said the current cycle would run until January 1, 2020 in order to make it consistent with the 'annual cycle' that APA requires. C. Smith is working on the language.

Committee Updates

Communications

R. Augur provided an update on the website conversion. She said the URL will change and reviewed the options, noting Connecticut.planning.org is a likely domain. The Board discussed the domain change. It was decided the Communications Committee should have the ability to change the domain at such time as deemed appropriate but to withhold the domain change until alternatives could be explored.

C. Smith moved the motion. P. Carson seconded and the vote passed unanimously, 9-0.

R. Augur said the Chapter will now be able to use APA's model for employment postings. There was general discussion regarding the employment postings and whether or not such postings should be free of charge.

D. Tuba moved to keep the employment posting at no charge. J. Guskowski seconded the motion and it passed unanimously, 9-0.

A. Weiner asked how the membership directory will be presented on the new website. R. Augur said that we would still have a PDF version for the directory on the website on a regional basis.

Program

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M. Piscitelli presented a gift for S. Westa on behalf of the Board and thanked her for her dedication and service to the organization.

S. Westa reported the skill-building sessions have been successful. She reported 25 people are registered for the third skill-building session for April 6, 2018.

In terms of a replacement for her position, S. Westa suggested that a possible alternative to the filling of the PDO position would be to split the roll like Massachusetts does. She said the CM component of the roll is very important.

S. Westa reported that Hot Topics is coming up on June 8, 2018. It will be held at Goodwin College in an auditorium. She said the Chapter will save approximately \$1,000 on the cost by having it at Goodwin College. The agenda will include a legal update, CCAPA Chapter Meeting, legislative segment, lunch, possible FOI update, possible disability discussion, and the program will end with ethics.

Membership

A. Weiner reported membership overall is steady. M. Piscitelli asked A. Weiner to take a look at members that are in APA Divisions.

Government Relations

J. Guskowski reported Section 8-2 Fair Housing is being restructured, making it a necessity for municipalities to meet their affordable housing goals. He also reported he is going to try to arrange a meeting with candidates Harris and Griebel. There appears to be interest in the State Office of Planning for better coordination. He also noted the Committee is working on communicating with our membership about what's happening during the legislative session.

SNEAPA

M. Piscitelli reported the SNEAPA Committee is in need of session submittals from Connecticut. At SNEAPA, he said we should highlight Start with Planning. D. Tuba said sessions should encourage participation and should avoid a "show and tell" which seems to be the typical style. E. Hultquist said she is working on coordinating the mobile workshop with UConn.

Other Business

M. Piscitelli said the Diana Donald Scholarship Internship Program applications are due May 4, 2018. R. Phillips, K. Dodds, and A. Kenyon will be reviewing the applications. The current award recipient, Manchester, expects to complete their program in early summer.

The Board discussed streamlining notice requirements under 8-7d and dealing with variances in the shoreline area. Judge Berger will be speaking at the CT Bar event on June 19. The board also discussed the new movie, Little Pink House. This could be a future CCAPA event and/or social function.

Adjourn

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The meeting was adjourned at 10:55 a.m.