



**CCAPA Executive Board
Meeting Minutes of June 1, 2018
Shipman and Goodwin, Hartford, CT**

President Michael Piscitelli called the Executive Board meeting of June 1, 2018 to order.

In attendance: Jeanne Davies, Khara Dodds, John Guskowski, Amanda Kennedy, Abby Kenyon, Rob Phillips, Don Poland, Chris Smith, Dan Tuba, and Alan Weiner. Rebecca Augur, Jon Reiner and Emily Hultquist attended via phone.

Meeting Minutes of February 2, 2018 and April 6, 2018

C. Smith made a motion to approve the meeting minutes of February 2, 2018 and April 6, 2018.

D. Tuba seconded the motion. Vote passed unanimously.

President's Report –M. Piscitelli

M. Piscitelli thanked R. Augur for her efforts on the website conversion. The new website will be launched later this summer. He noted that people have been very receptive to the Start with Planning initiative so far. This will also be discussed at Hot Topics.

NPC18 Report

M. Piscitelli reported 50 planners from Connecticut attended the APA National Conference and there were four Connecticut-based sessions. He noted they were all great and the Hartford Line TOD presentation was outstanding. M. Piscitelli thanked Robinson and Cole for sponsoring the reception again this year. He also mentioned during the Delegate Assembly / APA Advocacy conversation, other chapters commented on the uniqueness of the magazine and CCAPA's work with gubernatorial candidates.

M. Piscitelli said APA's new "Planning Home" initiative addresses the nationwide crisis in affordable housing, particularly in growing tech centers. In addition, APA is working on a policy paper for Social Equity. The Chapter's position on Planning for Equity will be required. M. Piscitelli asked D. Poland to follow up on this.

PDO

The Chapter will need someone to take over professional development responsibilities. M. Piscitelli said he was working on finding a new person to fill this role.

Discussion Topics

APA Foundation

The Board discussed the APA Foundation. M. Piscitelli said a note when out to CCAPA members to donate to the APA Foundation to support recovery work in Puerto Rico. There was a general discussion about the role of planners and CCAPA in disaster recovery. D. Tuba remarked on the importance of planners in disaster areas to assist communities in the permitting process. D. Poland noted often planning comes in later in the process but it is important planning is done before disaster to prepare communities and ensure they are able to manage the recovery process. There was discussion about the Chapter developing capacity to assist with recovery. M. Piscitelli said the APA Foundation has a grant available, applications are due June 18th, and if awarded funding, CCAPA could send a group to Puerto Rico to help communities. D. Poland, J. Davies, and K. Dodds volunteered to pursue this. R. Philips also said he was interested. A call would be arranged with Jen Rodriguez.

Transport Hartford Summit

E. Hultquist said planning is underway for the Transport Summit. She said the goal is to help the general public understand transportation, especially multi-modal transportation, and educate residents about transportation issues. She explained the Center for Latino Progress was awarded funding by the Hartford Foundation and the Transport Summit is part of the funded program. CCAPA is a financial sponsor of the event and sessions are eligible for CM credits. M. Piscitelli said the role of CCAPA members at the summit is important, members will be needed to facilitate round table discussions and present sessions in the format of a CPAT community assistance effort. E. Hultquist said the event is scheduled for November 19th in Hartford. J. Davies asked that any speakers and their bios be sent to her so she can log them in for the CM credits.

Bylaw Amendment

M. Piscitelli said the Chapter is currently working on an amendment to the bylaws. C. Smith explained Chapter Officers would be elected in September and would take over in January. The Board discussed requirements to run for President. Some members questioned if the transition period for the President was adequate or if it could be condensed. There was consensus it is important the President-Elect attend the APA Leadership meeting. C. Smith will draft the amendment and will send out for review and vote by the Board.

Strategic Plan

It was suggested the Chapter review the notes from the retreat and organize it into a framework, which can then be incorporated into the Strategic Plan. E. Hultquist and M. Piscitelli will follow up.

Treasurer's Report

K. Dodds reviewed several highlights including conference travel expenses for the President and PDO were paid out, insurance policies have been renewed, and there were several SNEAPA related expenses. K. Dodds reported \$500 was received from Milone & MacBroom for the

DRAFT

legislative breakfast. She also noted the Chapter is covering some expenses for Constant Contact for SNEAPA. M. Piscitelli said the Chapter received the President's Grant for \$2,000, which should be reflected as a revenue line item.

R. Phillips made a motion to adopt the FY 18 budget report. C. Smith seconded the motion and it passed unanimously.

Committee Updates

Communications

R. Augur said the website transition is moving along, there is a call scheduled for next Tuesday. R. Augur reported the next Planning Magazine issue is coming out soon. She needs a message from the president and from the bench.

Program

J. Davies reported since January, 11 events have been held, the SHPO event went particularly well and is growing in popularity. J. Davies said the Rural Lands Rural Towns event will be held in Brooklyn, CT next week and a reminder will be sent out to planners. The Committee is looking to hold an Art of Planning event in September with a focus on natural resources. J. Davies also requested a list of core partners and asked that the Board direct people to her.

Membership

A. Weiner said membership is steady overall. He noted there have been some changes in membership with planners retiring and other planners moving to new positions. He stated it is important the Chapter is notified of these changes so it can be publicized. It was suggested a section in the magazine cover this. A. Weiner also asked R. Augur about the membership directory on the website. There was a discussion about APA National's directory and how the membership directory would be formatted with the new website.

Government Relations

J. Guskowski said Hot Topics would include an update on the Granny Pod legislation. He also reported they are working with CFHA to discuss increasing affordable housing in Connecticut. An update of fair housing activities will be provided at Hot Topics as well. The Board discussed CCAPA's interaction with the Home Builder's Association as well as the CT Bar Association.

SNEAPA

M. Piscitelli said the SNEAPA Committee is meeting this afternoon. Registration for the conference opens in three to four week. There have been 50 programs submitted to date.

UConn/Planning Education

R. Phillips reported he attended an Alumni Council meeting and discussed the planning program. A critical mass of students is needed to support the program. The role of CCAPA and planners in development of a program was discussed.

DRAFT

Scholarship/Amendment to Guidelines

A. Kenyon reported four applications were received for the Diana Donald Scholarship-Internship Award; Avon, Bloomfield, Hampton, and Norwich submitted applications. The Committee evaluated the applications and found all to be worthy of award. She said the Committee was also consistent in their ranking of each application. She said the Scholarship Committee recommends Hampton receive the award. Hampton's project will develop a proactive regulatory framework for encouraging historically-sensitive mixed-se development in Hampton's village center.

C. Smith moved to approve the Diana Donald Scholarship-Internship Award to Hampton. A. Kennedy seconded the motion and it passed unanimously.

In response to a question, A. Kenyon said Manchester's presentation is scheduled for June 28. All Board members are welcome to attend to event.

Other Business

The Board discussed an upcoming CCM Program. Authors of the Start with Planning policy papers may serve on a panel.

A. Weiner said there was a recent screening of Little Pink House. The Board discussed a potential program for planners.

The Board discussed the Awards criteria and program format. It was decided this will be looked at in the future.

Other items for immediate follow up: preparations for the semi-annual chapter meeting at Hot Topics next week and meet up with the new head of the Home Builders Association.

Adjourn

The meeting was adjourned at 11:15 a.m.