



**CCAPA Executive Board
Meeting Minutes of October 4, 2019
CRCOG, Hartford, CT**

President Michael Piscitelli called the Executive Board meeting of October 4, 2019 to order.

In attendance: Rebecca Augur, Patrice Carson, Khara Dodds, John Guskowski, Emily Hultquist, Amanda Kennedy, Abby Kenyon, Rob Phillips, Steve Sadlowski, Chris Smith, Demian Sorrentino, and Alan Weiner.

Adoption of the Minutes of the August 2, 2019

J. Guskowski made a motion to approve the minutes of August 2, 2019. P. Carson seconded the motion. Vote passed (12-0-0).

President's Report and Discussion Topics

Leadership Transition

M. Piscitelli provided an update of the leadership transition, noting R. Augur attended an APA policy event in Washington DC, A. Kennedy will be taking over for R. Augur as Chair of the Communications Committee, and J. Montesano is joining the Government Relations Committee. A. Weiner announced he will be stepping down as Membership Committee Chair but will be assisting with the transition to a new Chair. The Board thanked him for his dedication and service to the Chapter.

Fall Events / Programs / Community Planning Month

As for Community Planning Month, the month will be kicked off with an event in Bridgeport. This follows a successful Art of Planning event held in Bloomfield with presentations from planners in Canton, Wethersfield, and Windsor Locks as well as Dwight Merriam's presentation on housing. It was also reported the Yard Goats event at the end of the summer was well attended.

Fall Policy Conference

It was reported there are four policy guides in the pipeline from APA National, two are almost complete. One of the policy guides is on equitable growth. A subcommittee will be created to work through this and it is estimated it will take about 18 months. The plenary session focused on foresight, looking ahead to the 2020's with particular emphasis on climate change, income inequality, and artificial intelligence/automation.

M. Piscitelli also noted APA National has come out with new branding materials. The new tag line is "Making great communities for all." The Chapter will have to update all templates accordingly.

SNEAPA Update

SNEAPA will be held on October 17th and 18th in Springfield. Registration is open through October 11th. The evening reception will be held at the Museum of Springfield History, the Chapter breakfast will be Friday morning from 8 to 9:15 AM, and Catherine Tumber is the keynote speaker. It was noted there will be no programming during the lunch hour to allow networking opportunities. The Conference Committee would like to recognize Dan Tuba during one of the lunches. D. Sorrentino and A. Weiner will discuss further. M. Piscitelli will distribute the presentation for the Chapter Meeting and Board members were asked to update their slides and return to M. Piscitelli. There was discussion about the exercise during the Chapter breakfast. Suggestions included a focus on a planning school and critical skills planners need. Challenges for planning in small towns was also an idea as well as equity/inclusion. R. Augur and E. Hultquist will discuss the exercise further.

Treasurer's Report

K. Dodds reported the fiscal year ended on September 30th. Highlights include \$3,000 was received in registration fees for Hot Topics and \$3,000 from sponsors, advertising revenue also came in \$1,000 over what was budgeted. Overall the fiscal year ended at 78% of what was budgeted for revenue and 68% of what was budgeted for expenses.

P. Carson made a motion to adopt the final Fiscal Year 2019 budget. R. Phillips seconded the motion. Vote passed (12-0-0).

The Fiscal Year 2020 budget proposes \$53,455 in revenue. It was noted the legal monitoring line item decreased by \$750 from last year, which reflects an ethics fee which is required every other year. This fee was paid last year so it will not apply this year. The Board discussed the Sponsorship, Start with Planning, and Consulting line items. The Start with Planning line was reduced slightly and the Sponsorship line was increased. This brought the total revenue to \$54,705. It was noted \$54,705 is projected for expenses.

P. Carson made a motion to approve the FY 2020 budget as discussed. C. Smith seconded the motion. Vote passed (12-0-0).

Committee Updates

Communications

A. Kennedy now has full access to the Chapter's Facebook account. She is working to figure out a social media strategy and process. A meeting is scheduled with J. Davies to discuss coordination between the Program and Communications Committees to streamline notifications.

The next issue of the magazine will come out in early January. The issue will likely cover the Chapter awards. Other future magazine topics may include the sharing economy, small town planning, and agriculture in Connecticut.

A. Kennedy plans to send out a Mail Chimp blast to solicit volunteers to help with Communications. She is also looking to expand some of the content areas on the website.

Membership

As mentioned above, Alan Weiner will assist with the transition to new chair.

Government Relations

J. Guskowski distributed a list of legislative topics for the upcoming session. It was noted it is a short session so the focus will be on proposing small statutory fixes. C. Smith is working on drafting language regarding 8-7d and special permit issues.

A meeting was held with the Deputy Commissioner of the Department of Housing to discuss legislative proposals and affordable housing plan requirements. The Department is working to create guidelines for affordable housing plans. They may be partnering with other Departments and organizations to assist.

UConn / Planning Education

E. Hultquist reported there was a meeting in September to discuss a graduate level planning program in Connecticut and an event is tentatively planned for January or early 2020. It appears there is momentum for a certificate program at UConn as part of the Urban Studies program, which will be a way to establish demand for an accredited program. A geography professor at CCSU is also part of the discussion to create a program. Moving forward, there was a discussion about holding a forum to get folks from PAB and other urban planning programs together to talk about the impact of a planning program on a region and states. The PAB could also speak to what is needed to establish a program. It was agreed it would be helpful to encourage the APA Ambassador Program in 2020, which introduces planning to the younger grades. E. Hultquist also mentioned putting out a press release to update the membership on progress. E. Hultquist will be setting up a meeting with the CT Consortium for Independent Colleges and Universities to discuss further.

Program / PDO

Five planners took the AICP test and three people passed. It was noted 20 people attended the preparation class.

Scholarship

Two grants were awarded this year, one to Bridgeport and one to East Hampton. The paperwork has been distributed to them for sign off. A. Kenyon is waiting to hear back from Bridgeport and will follow up.

Other Business

The Board discussed the Special Chapter Awards. The Board will consider this and may make a recommendation to the Awards Committee.

E. Hultquist noted the Chapter Development Plan should be on the Chapter's website.

The Board discussed funds that were received in memory of Dan Tuba. Given Dan's extensive involvement and commitment to SNEAPA over the years, it was decided student scholarships should be awarded to SNEAPA. An email notification will be sent out regarding the availability of scholarships.

Adjourn

The meeting was adjourned at 11:52 a.m.