

CCAPA EXECUTIVE BOARD

April 7, 2006

Attendance: Mark Pellegrini, Don Poland, Mike Piscitelli, Marcia Banach, Patrice Carson, Chris Smith, Chris Wood, Bruce Hoben, John Pagini, Jason Vincent and Alan Weiner.

Minutes of the Executive Board meeting of February 3, 2006. Approved (with a correction to the spelling of William Haase), 11 - 0. Motion - Weiner, second - Poland.

New Business

Adoption of CCAPA anti-discrimination policy and anti-sexual harassment policy. Don Poland noted that we received general quotes between \$1,400 - \$1,500 (annual) to purchase liability coverage. However, in order to do this, the Executive Board must adopt an anti-discrimination policy and an anti-sexual harassment policy. Mark will circulate the policies by email and request an e-vote following review. Provided the Executive Board approves the policies, Mark and Don will purchase the coverage.

Report of the Nominating and Elections Committee. Dan Tuba is preparing a report out from the committee. In order to stay on schedule per new bylaws, the Executive Board must adopt the recommended slate (by e-vote) to stay on schedule. On April 15, the slate should be released to the membership, allowing sufficient time for additional nominations.

University Liaison Committee Report. John Pagini reported out the work of this committee. John reported that they reached out beyond the "liaison" position and talked to many people, both academics and professionals. John noted that there is a significant amount of concern about the lack of an accredited planning program in the state. Dr. Cooke at UConn believes all of the undergraduate academic disciplines are in place, but spread throughout the campus. More work would need to be done at the graduate level. He believes any push must come from the outside. The committee also interviewed representatives from CLEAR / NEMO and thought it may be best for the land-use oriented groups to think this out. On the internship side, there may be an immediate role for the chapter via the website. The committee's initial recommendations are to identify a liaison who is not affiliated with a institution and to establish a student-based planning group. Mark Pellegrini noted our focus should be three-fold: (1) identify an institutional structure; (2) look at the degree set-up; and (3) focus on internship opportunities. Chris Wood noted that a bill in the legislature benefiting CLEAR is likely to pass. Chris Smith and Jason Vincent also served on the committee, which will prepare a final report shortly.

Professional Development Officer's Report. John continued to note that the AICP Classroom review will be held tomorrow at CCSU. Approximately 10 candidates are scheduled to attend. Also John continues to add CPDP credits. Don thought it would be good to have a checklist on the website. Patrice requested a 2-3 week lead time in order to announce credit opportunities with CCAPA-sponsored programs.

2006 Regional Conference Report and Work Program. John noted that the call for presentations is due May 6. The committee has visited the Omni. Cesar Pelli is a potential luncheon speaker.

CCAPA Administrative Services. Don noted a working group met to discuss the issue and opportunities. From a maintenance and administrative perspective, financial matters and members services were discussed at length. In addition, there is a strong sense for a point-of-contact (phone, mailing address, etc.). We have an RFP from the Virginia chapter which may provide some guidance. Mark noted that there may be an economy of scale, building upon our existing consultant contracts or perhaps a member who is interested. Mark further that we may be able to prepare a recommendation and present as part of the budget planning for 2006-07.

CCAPA Focus Group Project. Bruce, Mary Ellen, Alan and Mark met to go over the focus group outreach effort. Alan noted that the membership list has been organized by discipline. We know where 400 or so of the 500+ members work. Mark put together some questions and handed them out for discussion / comment. The objective is to hear from the non-participants with the Executive Board expected to lead the discussions. Don asked about the non-members as well, including non-profits, advocates, etc. For now, the consensus is to focus on the member base. The committee will finalize the approach / schedule and is seeking volunteers to lead one or more sessions (breakfast or lunch).

Reports

Treasurer's Report. Bill e-mailed a copy of the April financial report, which indicated a CCAPA account balance of \$12,021.65 and cash reserves of \$3,127.81. Mark requested \$200.00 to co-host a New England reception at the national conference, which was approved 11-0. Motion – Piscitelli, second – Weiner.

Government Relations Committee. Chris Wood noted that the legislative session is wrapping up and the committee is focused on several bills which are moving forward. Of note, HB05290 concerns notice for land use applications and is of some concern. HB05707 concerns a subdivision waiver for affordable housing. HB05713 concerns protection for zoning enforcement officers, however, the language is not satisfactory. Two eminent domain bills are emerging. Tim Hollister believes they may have constitutional flaws. CCAPA has prepared a report. SB00041 is CCAPA's bill correcting the approval process for Plans of C&D. It is on the Senate Calendar. SB0042 is a TOD bill, which moved ahead of a state planning initiative. Chris and Don noted that CCAPA's opinion has been valued throughout the session and even the legislative leadership is checking in.

Program Committee. Patrice reported that the March 24 program (Farmland Preservation) was attended by 50 people, netting approximately \$500.00 to the chapter. Chris Smith and Patrice are looking to organize the legislative wrap-up for June 2. The Executive Board meeting will be moved accordingly. Mark would like to have the program protocol completed (Patrice and Mike) and posted on the web site.

Publicity and Communications Committee. Mark reminded all that the procedure for web updates is for the chairs to go direct to Stephen Shaw with a cc to Marcia. When Marcia is out-of-town, Michelle in the South Windsor office will check the email. Turn-around delays are continuing. Alan requested that we move on the announcement-only list serve. Mark will discuss these concerns with Steve. There was a brief discussion about the newsletter and opportunities to go online with that as well. This may be discussed as part of the focus group meetings or budget planning.

The meeting was adjourned at approximately 11:30 a.m. The next meeting is scheduled for June 2 in Hartford (time TBD, related to Legislative wrap-up program).

Michael Piscitelli, AICP
Secretary