

**Meeting Minutes**  
**CCAPA Executive Committee Regular Meeting**  
**Shipman & Goodwin – October 3, 2008**

**Members Present:** Mary Ellen Kowalewski, Patrice Carson, Marcia Banach, Robert Phillips, Chris Smith, Dan Tuba, Donald Poland, John Pagini, Chris Wood, Mary F. Savage

Chapter President Don Poland called the meeting to order at 9:30 a.m. and announced that Mary Ellen Kowalewski was resigning after 10 years of service to the Board. Mr. Poland thanked Ms. Kowalewski for her years of service and advised her that the Executive Committee (EC) may still be calling on her expertise for other ventures in the future.

**I. Adoption of Minutes - Tabled**

**II. New Business**

- a. Legislative Topics and Policies: Mr. Wood said that as the new session begins there are a number of matters of interest to planners as follows:
- The conversation regarding the State Plan of Conservation and Development mapping update process as it relates to infrastructure extensions continues. This is a matter for the government relations committee to stay involved in.
  - There is a recent court decision which created new case law, *Lord Family Partnership vs. Windsor*. The Town required any subdivision with more than 30 lots to also obtain special permit approval. The Court overturned this requirement as it was blending planning and zoning powers together.
  - There is a new requirement for posting minutes online very shortly after meetings. This will likely have an impact on some towns with regards to implementing the Freedom of Information Act. CCAPA may want to take a legislative position on this item.
  - The Connecticut General Statutes have specific wording regarding “amending local plans” and also has requirements regarding “adoption or update of local plans”. Mr. Wood asked if there was support for clarifying what the statutes mean by those specific words and stated that it is important to understand the meaning of that language to protect municipalities from losing discretionary funding. The consensus was Mr. Wood would check with OPM. He also stated that local plans must address growth management principles.

- Mr. Poland brought up the topic of the State Plan of Development Mapping with regard to sewer service area extensions and the State's request for Towns to provide feedback on the material. Mr. Poland stated that OPM is working with the Regional Planning agencies. The Executive Committee mentioned that OPM wants the maps to reflect only the sewer lines that are currently in the ground and not future sewer service areas. The Committee also discussed the variability between the Regional Planning Agencies within the state. Executive Committee members felt that OPM should try to standardize the data gathering methodology and requirements. This might help improve the quality of the data currently being used. Mr. Wood stated that from the legislative perspective the State may need to take the lead with regard to improving the quality of the data.
  - Mr. Wood stated that windmills and the topic of green energy is another matter of increasing interest within the State, and particularly regulation of same at the local level.
  - Chris Smith stated that on the subject of the land use court, it may be helpful if it was possible to consider some minor procedural modifications. For example, having certain judges assigned to same types of cases, having a special docket or pool of judges assigned specifically to land use court and related cases. This discussion is in its preliminary stages. One question to be answered is if the process moves quicker and if the decisions become more consistent. The Legislative Committee of CCAPA will discuss further.
  - Mr. Smith stated that there still is an inconsistency with Wetlands Act and Section 8-7D 22A regarding timing.
  - With regard to the standards for notice to regional planning agencies by the towns and the timing of those notices, why is there double duty for the notice? Can this process be streamlined?
- b. Proposed Programs: Two possible programs were highlighted by Mr. Poland, as follows:
- Winn Development (Boston) – discussion of adaptive reuse of historic buildings. This may be good to have for a CCAPA morning program, incorporating a panel discussion.
  - LEED standards – Speaker: Christine Nelson. This should be considered for an all day program or charrette.

Mr. Poland also said that given that the financial status of the organization was sound there would be an attempt to reduce the cost of programming for the membership at large.

- c. EC Member-at-Large vacancy – Mr. Poland stated that there was a vacancy on the executive committee and expressed an interest in recruiting new participants who are younger at the same time as trying to maintain the gender balance within the committee. The membership made a number of suggestions regarding possible new members and encouraging diversity; Mr. Poland said he would take all of the suggestions under consideration.
- d. Presidents Plan for Year 2 – Mr. Poland stated that one major focus of the next year will be promoting planners and planning and all of the good things that planners are doing. There will be planner profiles within the chapter's newsletter and Mr. Poland will be looking for volunteers to take on the task of preparing those articles. There will be also new content added to the web page. Another new article in the newsletter could be a repeating article regarding hot topics or highlighting projects across the state. New content to the web site may be fact sheets on why hire a planner (public and private sector) and Mr. Poland is looking towards having more regular press releases.

### **III. Reports**

- a. Mr. Poland welcomed Mr. Phillips and turned the meeting over to him for the Treasurer's Report. Mr. Phillips stated that he was currently transferring files and working on the transition. The current balance was approximately \$45,798 through August 31. Monies not included are CBIA money and Regional Planning revenues.
- b. The Program Committee stated that they continued to work on the goal of providing lunch programs on a quarterly basis. Most recent programming has been in Wallingford. The group briefly discussed other possible venues for the lunch programs. These programs include a topic lasting approximately 1 ½ hours. The upcoming December CAZEO meeting will have Attorney Mike Ziska as the featured speaker. The next regional planning conference will be held at the casino and advanced planning for that event will be commencing shortly.
- c. The Chapter Communications Committee and Member Services Committee did not report out.
- d. The Professional Development Officer (Mr. Pagini) had a number of items to report as follows:

- There are 9 candidates for the November AICP exam. A protest is being considered over the May exam as there were issues with the process. The record of the test should be expunged for those who took the test. The annual review class is scheduled for March 21.
  - There has been many positive program changes including the addition of CM credits for speaking and instructing, the opportunity for self-reporting for up to 8 of 32 required CM credits, people can get credits for publishing articles although the process is tedious, and there is a cost savings deal with regard to program and provider fees which Mr. Pagini has signed the Chapter up for. This provides a substantial financial savings to organizations that offer numerous programs for CM credits.
- e. The Government Relations Committee reported that they are in the process of scheduling a meeting.

There being no other business, Mr. Poland announced the next meeting would be early in December, and the meeting was adjourned.