



# GBRC

Greater Bridgeport Regional Council  
Bridgeport • Easton • Fairfield • Monroe • Stratford • Trumbull

## Minutes Special Meeting Greater Bridgeport Regional Council

**Wednesday, April 12th, 2012**  
**Greater Bridgeport Regional Council, Conference Room**  
**Bridgeport, Connecticut**

<b>Name</b>	<b>Representing</b>
<p>Thomas A. Herrmann, First Selectman, GBRC Chairman John Harkins, Mayor, Secretary Timothy Herbst, First Selectman (proxy - Dan Nelson, conference call)</p> <p>Brian Bidolli, Executive Director Meghan Sloan, Transportation Planner David Kooris</p>	<p>Easton Stratford Trumbull</p> <p>GBRC GBRC RPA</p>

### Minutes

#### I. Call to Order

This was a special meeting of the GBRC. It was called to order by First Selectman Herrmann, Chairman, at 10:15 am. A quorum was declared and the alternate for Trumbull, Mr. Dan Nelson, was approved.

#### II. Approval of Minutes:

The minutes of the RCEO special meeting held on Wednesday, March 7, 2012 were reviewed. A motion was made by Mayor Harkins and seconded by Mr. Nelson to accept the minutes.

### III. Communications and Announcements

#### 1. FY 2012 Unified Work Program Status/Financial Report/Audit RFP

Mr. Bidolli presented the UPWP and Financial Report to the board. Details were provided for tasks that fell under the Sustainable Communities Initiative Program – including the gap analysis, the public outreach process for the gap analysis, the Barnum Station Feasibility Study and the Town of Stratford’s interest in a traffic impact analysis.

Mr. Bidolli explained that GBRC’s expenditures for the year were under budget. First Selectman Herrmann requested some changes to the format of the Personnel and Operations Statement.

Mr. Bidolli presented the draft RFP for an auditor and described the notification process through the State of Connecticut’s Department of Administrative Services. There were no questions.

### IV. Action Items

*Because of time restrictions, agenda items were discussed out of order and the board moved to the Action Items. Communications and Announcement items 2 and 3 were discussed after the Action Items.*

#### 1. Authorizing Resolution – Consultant Services: Pequonnock River Trail

Mr. Bidolli explained that an additional resolution was necessary for the Pequonnock River Trail. The first resolution authorized an agreement between GBRC and ConnDOT. The resolution presented would authorize an agreement between GBRC and the consultant. A motion was made by First Selectman Herrmann and seconded by Mayor Harkins to approve the resolution. Approval was unanimous.

#### 2. Unified Planning Work Program – FY 2013 Budget

Mr. Bidolli presented the 2013 UPWP Budget to the board. He reminded the board that if their municipalities were interested in any planning studies for 2013 they had to be included in the UPWP. Mr. Bidolli explained the budget reflected a reduction in FHWA funding for 2013, and that personnel expenses had been reduced. The budget also reflected a significant increase in special projects. Mayor Harkins asked if the budget had to be acted on immediately. As a finalized budget is not due until July 1, 2012, Mayor Harkins suggested that the item be tabled until the next meeting.

#### 3. Replacement of Agency Vehicle

Mr. Bidolli explained the purpose of an agency vehicle. As employees currently use their personal vehicles for agency business and travel, an agency vehicle could counter mileage costs. First Selectman Herrmann commented that an agency vehicle may not result in significant savings, as the leasing and insurance costs that were presented were similar to the costs of mileage reimbursement. First Selectman Herrmann suggested that leasing costs needed to be

lower for an economic justification. Mayor Harkins remarked that the Civic looked like the lowest cost hybrid car, and while cost should be a consideration, a functional vehicle was also important. As the board requested additional information regarding potential cost savings and lower cost estimates, the item was tabled until the next meeting.

### **III. Communications and Announcements - *continuation***

#### **2. Regional Transit Oriented Development Project**

Mr. Bidolli explained the administrative aspects of the Regional Transit Oriented Development Project to the board.

#### **3. Sustainable Communities Initiative**

Mr. Kooris updated the board on the SCI gap analysis. Findings from the gap analysis, as well as Transit Oriented Development pilot projects will provide a greater understanding of regulatory changes necessary for the support of future TOD.

#### IV. Other Business

Having no further business a motion was made by First Selectman Herrmann to adjourn. Mayor Harkins seconded the motion. Approval was unanimous.

Respectively submitted



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John Harkins, Mayor  
GBRC Secretary