

MINUTES

Council of Governments of the Central Naugatuck Valley

Friday, January 13, 2006, 12:00 noon

Carole Peck's Good News Café

694 Main Street South

Woodbury, Connecticut

COGCNV Members: Susan Cable, First Selectman, and Karen Wilson, Alternate, Beacon Falls; Leo Bulvanoski, First Selectman, Bethlehem; Joseph Salvini, Alternate, Middlebury; Ron SanAngelo, Mayor, and Tamath Rossi, Alternate, Naugatuck; Robert Chatfield, Mayor, Prospect; Mark A.R. Cooper, First Selectman, Southbury; Maura Martin, First Selectman, Thomaston; Meredith Robson, Town Manager, Watertown; Thomas Dunn, Mayor, Wolcott; Richard Crane, First Selectman, Woodbury

Other Attendees: Shane Lockwood and Neil Lustig, Pomperaug Health District; Ken Hanks, Naugatuck Deputy Fire Chief; Joe Marino and Dr. Albert Geetter, CT Department of Public Health; Dr. Marc Taylor, Pomperaug River Watershed Coalition; Dr. Yvonne Smith-Isaac, GWTD;

Staff: Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Michael Flood, Regional Planner; Samuel Gold, Regional Planner; Glenda Prentiss, GIS Coordinator, Jeffrey Cormier, GIS Planning Assistant, Patricia Bauer, Financial Manager; and Selma Alves, Secretary.

1. Pledge of Allegiance, Roll Call, Introductions, Public Comment

At 12:10 pm, Chairman Mark Cooper called the meeting to order and those present recited the pledge of allegiance. Peter Dorpalen called the roll and introduced guests and the region's new first selectmen. There was no public comment.

2. Administrative Items

- a. *Minutes of November 10, 2005, COGCNV Meeting* — On a motion by Richard Crane, seconded by Joseph Salvini, it was unanimously

VOTED: To approve the minutes of the November 10, 2005 COGCNV Meeting.

- b. *Financial Report* — Peter Dorpalen reported as of December 31st, 50% through the fiscal year, 43% of the operating budget had been spent (17% of the total budget of \$1.8 million including pass-through funds). STIF account had a balance of \$51,000, Webster Checking had a balance of \$11,800, and the reserve fund had a balance of \$170,000. Peter stated that two items in the budget needed to be revised. First, the audit line in the budget needs to be raised \$600 because COG now meets the threshold for a state single audit. Second, the retirement line item needs to rise \$3500 because all full time employees are now enrolled in the pension plan.

On a motion by Robert Chatfield, seconded by Meredith Robson, it was unanimously

VOTED: To approve the December 2005 financial report including the amendments to the budget to increase the audit line item by \$600 and pension line item by \$3,500 and decreasing contingency by \$4,100.

- c. *Proposed FY2006-07 Dues* — Peter Dorpalen recommended a 3% increase overall in COGCNV dues. The rate will be 42.7¢ per capita and town dues will be calculated based on 2004 U.S. Census estimates. The rise will cover rent and cost of living increases.

On a motion by Robert Chatfield, seconded by Tamath Rossi, it was unanimously

VOTED: To approve the proposed FY2006-07 COGCNV dues.

d. *Correspondence* — Peter Dorpalen summarized recent COGCNV correspondence.

November 7, 2005	Letter to Joseph Langer, Yeshiva Gedolah of Waterbury, in response to his letter to Major Jarjura on establishing express bus service from Waterbury to Bridgeport.
November 9, 2005	Letters of congratulations to newly elected and re-elected COG members.
November 18, 2005	Letter to Beacon Falls notifying them that ConnDOT selected the town's previously submitted Transportation Enhancement project, the Beacon Falls downtown plan, for funding.
November 18, 2005	Letter to Naugatuck notifying them that ConnDOT selected the Borough's previously submitted Transportation Enhancement project, the Naugatuck River Pedestrian and Bicycle Greenway, for funding.
December 2, 2005	Letters to Cheshire and Waterbury notifying them that none of the three local road accident reduction projects were recommended for funding this year
December 5, 2005	Letter to the Watertown Planner with comments from staff on the draft Watertown Plan of Conservation and Development

Agenda Addition — On a motion by Robert Chatfield, seconded by Meredith Robson, it was unanimously

VOTED: To add *Amendment to COGCNV Pension Target Trust* to the agenda

e. *Amendment to COGCNV Pension Target Trust* — Peter Dorpalen reported that in order to comply with new IRS rules, the pension plan has to be changed so that COG employees leaving the plan with less than \$1,000 would be given cash and those with between \$1,000 and \$5,000 would have an IRA set up for them and the money rolled over into that account. This would take place if the employee does not make other arrangements when leaving COG. On a motion by Meredith Robson, seconded by Richard Crane, it was unanimously

VOTED: To amend the COGCNV Pension Target Trust Plan by electing option H1.01 standard election specified in the adoption agreement of the IRC 401a 31b amendment of the COGCNV Employees Pension Trust.

3. April 2006 Public Health Point of Distribution (POD) Emergency Exercise

Neal Lustig, Director of the Pomperaug District Department of Health, reported that Connecticut is participating in a federal test being run through the Centers for Disease Control and the Strategic National Stockpile (of medical supplies). There will be seven locations in Connecticut where a Point

of Distribution (POD) exercise will take place. In the event of a real emergency, medicine and vaccines would be distributed to the public at such a POD. Late last summer the Pomperaug Health District volunteered to be one of the test sites for the exercise scheduled on Wednesday, April 19th at Pomperaug High School. A POD drill will take place and the distribution of medicines to 500 to 1,000 people will be replicated. If this were a real event, the medicines would be flown into Bradley Airport from the Strategic Stockpile and then driven to the POD site for distribution. The Pomperaug District Department of Health will need many volunteers including: doctors, nurses, pharmacists, physician assistants and lay people. They will also be working with town emergency services. The drill will be for four hours and they are currently recruiting volunteers to run the POD and be patients.

Joe Marino, of the Bioterrorism Response Unit of the Connecticut Department of Public Health (DPH), addressed the COG. His office works to mitigate the adverse events that affect the health and safety of the state. He also oversees the delivery of medicines and vaccines in Connecticut from the Strategic National Stockpile. After a public health threat is identified, the Governor will ask the Centers for Disease Control (CDC) for supplies from the Strategic National Stockpile. These supplies will be delivered by plane or truck to select locations in the state and then distributed to the effected towns. The upcoming POD drill in Litchfield will be an exercise of such an event.

Dr. Albert Geetter, Section Chief of Preparedness and Medical Director for Bioterrorism of the DPH, reported that the state is divided into 42 mass dispensing areas. The 42 areas are based on population multiples of 50,000 people. This will facilitate prophylaxis dispensing to the entire state population within 24 hours. DPH has been planning the state's POD drills for seven or eight months and there are about four or five months before all the drills are completed. DPH has been coordinating this drill with the CDC, local health districts, towns, and hospitals. The POD drill in April will involve approximately 1,000 professionals and approximately 2,000 patients. This drill will also deal with handling patients with language barriers, behavior problems, and other issues. Afterwards there will be an after-action report to assess the drills efficacy. Emergency responders who volunteer for this drill will be eligible for a reimbursement of \$200 for a full day and \$100 for a half day.

Shane Lockwood also mentioned that he has been distributing volunteer forms to the region's health districts and emergency response services.

4. Regional Emergency Planning

- a. *Regional Emergency Plan* — Ken Hanks reported that the CNV Emergency Planning Committee has made recommendations for a consultant to work on the creation of a coordinated regional emergency operation plan. A RFP was put out and three companies were interviewed. The top proposal was from Woodward and Curran, who seem enthusiastic and would make best use of \$20,000 budget. On a motion by Ron SanAngelo, seconded by Robert Chatfield, it was unanimously

VOTED: To authorize Chairman Mark Cooper to enter into an agreement with Woodward and Curran for a Regional Emergency Plan for the CNVR for an amount not to exceed \$20,000.

- b. *Pre-Disaster Mitigation Planning Authorization FY05* — Virginia Mason exhibited a pre-disaster mitigation map of Woodbury that is currently being reviewed by the town. COGCNV received a grant from CT DEP for \$101,000 to create such maps for Waterbury, Cheshire, Wolcott and Prospect. On a motion by Robert Chatfield, seconded by Thomas Dunn, it was unanimously

VOTED: To authorize Chairman Mark Cooper to enter into an agreement with CT DEP for pre-disaster mitigation funding for Waterbury, Cheshire, Wolcott and Prospect for an amount not to exceed \$101,000.

- c. *Pre-Disaster Mitigation Planning Application Endorsement FY06* — Virginia Mason reported that the application for pre-disaster mitigation planning grant for the towns of Thomaston, Middlebury, Bethlehem, Naugatuck, Southbury, and Beacon Falls. COG is requesting \$95,000 and the application is due out on Tuesday, January 17. On a motion by Meredith Robson, seconded by Karen Wilson, it was unanimously

VOTED: To authorized COGCNV to apply for a grant of \$95,000 from DEP for pre-disaster mitigation planning for the towns of Thomaston, Middlebury, Bethlehem, Naugatuck, Southbury, and Beacon Falls.

- d. *CNVR Emergency Management Contact Information* — Virginia Mason reported that in response to Mayor SanAngelo's request last COG meeting, a contact list of all the region's chief elected officials and town managers was created. This list is on page 4d of the meeting packet.
- e. *District Five Emergency Response Planning Event* — Virginia Mason reported that there will be an emergency response planning event in Litchfield for the 41 town region of northwestern Connecticut. Virginia suggested the Ken Hanks and Adam Rinko be sent as our region's representatives with Shane Lockwood as alternate. On a motion by Richard Crane, seconded by Robert Chatfield, it was unanimously

VOTED: To appointed Ken Hanks and Adam Rinko as CNVR representatives with Shane Lockwood as alternate to the District Five Emergency Response Planning Event in Litchfield.

5. Transportation

- a. *Municipal Grant Program for Elderly and Disabled Transportation Services* — Mike Flood reported that \$5,000,000 has been made available to Connecticut towns for the Municipal Grant Program for Elderly and Disabled Transportation Services. The amount of money allocated for each town was based on the town's land area and its 60 and older population. These two factors were considered equally in the formula. A 50% match is required for the program, but this match can be fulfilled with existing spending on elderly and disabled transportation. This grant can be funded through the transit district, regional planning organization, or by a town on its own. Dr. Yvonne Smith-Isaac, chair of the Greater Waterbury Transit District, has organized the district's eight towns for application and distribution of the money together. The grant money will fund expanded Transit District services. Mike Flood has met with representatives from the five towns that are not part of the transit district, and coordination among these towns is being attempted.
- b. *FTA 5310 minibus Application Reminder* — Virginia Mason reported that towns wishing to apply for the FTA 5310 minibus grant start the public hearing and notification process since the application is due January 24th.
- c. *GWTD Annual Dues* — Mike Flood reported that the Greater Waterbury Transit District has a proposed budget for fiscal year 2006 - 2007. Total administrative costs remain the same as the previous year at \$4,386. There was a decrease for the charges for non-ADA rides for most town,

with the exception of Prospect and Wolcott. Increases for these towns are based on higher expected ridership from those towns. On a motion from Richard Crane, seconded by Robert Chatfield, it was

VOTED: To approve the Greater Waterbury Transit District's dues schedule as stated in Memorandum 120505 for fiscal year 2006 - 2007. (Meredith Robson abstaining)

- d. *Bus Stop Study* — Sam Gold reported that in December a public meeting was held to unveil the plans for bus stops in Waterbury. Following this meeting he will be bringing the proposal to the City's Police Commission for approval.
- e. *Naugatuck River Greenway* — Sam Gold reported that a graduate student intern has been hired from the Yale School of Forestry to work on the creation of signs and brochures for the Naugatuck River Greenway. With the help of the intern this project should be completed in the Spring of this year.

6. Regional Business

Virginia Mason reported that on February 1st at 10 am at the Rowland State Office Building in Waterbury the State Department of Public Health will be having the second meeting on the regional water supply.

The municipal wage and salary update package was handed out. COG representatives confirmed that the wage and salary survey was something they wanted to update. Ron SanAngelo mentioned that the teacher's union in Naugatuck was less willing to go to arbitration during contract negotiations. Meredith Robson also stated the Watertown is instituting one of the first public health savings accounts (HSA).

Ken Hanks discussed the WARN reverse 911 notification system. State statute limits access to the state's 911 database to SBC; and consequently to implement the WARN system, data has to be purchased from private vendors. The lack of access to the 911 database is seen as a conflict since a town has to pay for information that already exists.

7. Other

The February COG meeting will be the legislative meeting at the State Capitol on a Wednesday at noon, with the exact date to be determined.

8. Adjournment

At 1:12 PM, on a motion by Robert Chatfield, seconded by Thomas Dunn, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Samuel Gold, Regional Planner

For
Thomas Dunn
Secretary