

MINUTES

Council of Governments of the Central Naugatuck Valley

60 North Main Street – 3rd Floor
COGCNV Office Conference Room
Friday, September 9, 2005, 9:00 A.M.
(Wachovia Bank Building – North Lobby)
Waterbury, CT

COGCNV Members: Karen Wilson, Alternate, Beacon Falls; Michael Milone, Town Manager, Cheshire; Joseph Salvini, Alternate, Middlebury; Ron SanAngelo, Mayor, Naugatuck; Mark A.R. Cooper, First Selectman, Southbury; Meredith Robson, Town Manager, Watertown; Thomas Dunn, Mayor, Wolcott; Richard Crane, First Selectman, Woodbury.

Other Attendees: Joseph A. Zdonczyk, Wolcott; Lynda Cicchillo, Waterbury; Mike Belden, United Way; Lori Mathieu, Department of Public Health; Grayson Wright, ConnDOT; Kristen Bulkovitch, CEO, United Way of Greater Waterbury; Paul O’Sullivan, Congresswoman Nancy Johnson’s Office.

Staff: Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Michael Flood, Regional Planner; Samuel Gold, Regional Planner.

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

Mark Cooper called the meeting to order at 9:04 A.M. Peter Dorpalen called the roll and introduced guests; and the pledge of allegiance was recited.

Under public comment:

Joseph A. Zdonczyk of Wolcott addressed COGCNV to ask for help in a region-wide response to the Hurricane Katrina disaster. Mr. Zdonczyk was looking for towns to help coordinate housing for evacuees from the Gulf Coast. Mark Cooper noted the directive from the State that assistance must be coordinated through DEMHS.

Lynda Cicchillo of Waterbury addressed COGCNV to state her problems with the Route 12 Hill Street bus. Mrs. Cicchillo, lives across from the bus layover point at the corner of White St. and Cook St. She said that bus drivers have been looking into her windows, speeding, driving on her yard, talking on their cell phones, and blocking her in her driveway. She was referred to Regional Planner Sam Gold for further discussion and follow-up.

2. Administrative Items

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

VOTED: To approve the minutes of the June 10, 2005 COGCNV meeting.

- b. *Financial Report* — Peter reported that, as of August 31, 2005, COG was 16.8% through the fiscal year and had expended 15.2% of the \$626,791 operating budget. Of the total budgeted amount which includes pass-through funds, 6% of the \$1,829,121 budget had been expended. The STIF account totaled \$10,731. The Webster Checking account was \$8,983. The STIF reserve fund had a balance of \$138,625. This year’s audit cost \$9,200 rather than \$8,400, an increase of \$800. The reason for this was COG’s state funding exceeded \$100,000 threshold requiring an additional State audit. On a motion by Meredith Robson, seconded by Richard Crane, it was unanimously

VOTED: To approve the August 2005 financial report and the increased audit costs.

- c. *Replacement of the Server Computer* — Peter requested an authorization of up to \$6,000 for the replacement of COG's server. On a motion by Dick Crane, seconded by Meredith Robson, it was unanimously

VOTED: To authorize up to \$6,000 for the purchase of a replacement server.

- d. *Correspondence* — Peter Dorpalen summarized recent correspondence:

August 25, 2005 A COG memorandum inviting municipal economic development groups to a meeting on September 13 at the Cheshire Town Hall.

3. United Way Municipal Campaign

Dick Crane and Mike Belden, Municipal Campaign Co-Chairs, and Kristen Bulkovitch, CEO, United Way of Greater Waterbury, discussed giving to United Way by municipal employees in the region. Crane underscored the importance of continuing to give locally as we give money and support to the Gulf states. Bulkovitch reported that United Way has been working to clarify its message and promote public awareness of the varied projects and assistance given throughout the region.

4. Regional Water Issues

Lori Mathieu from the State Department of Public Health discussed organizing a regional drinking water supply forum with the assistance of COG. Ms. Mathieu reported that the Central Naugatuck Valley Region has a number of large water companies, which have not been coordinating or working together to ensure an adequate and uninterrupted water supply. The forum is intended to bring together municipal government and the region's water companies in order to begin working and planning together. A Water Utility Coordinating (WUCC) process currently exists. The region has three WUCCs, with Waterbury and Middlebury not being a part of any WUCC. Lori emphasized the need for additional regional coordination. The drinking water forum will be held September 21, 2005, at 10 am in Middlebury.

5. Additional Bylaws Amendments

Peter Dorpalen recommended several additional changes to COG's bylaws for discussion with action at the October meeting. On a motion by Dick Crane, seconded by Meredith Robson, it was unanimously

VOTED: To table the additional bylaws amendments.

6. Municipal Social Service Grant

Peter Dorpalen reported that the Community Foundation of Connecticut asked COG to manage a municipal social service grant. This project is in response to the discussions last spring at COGCNV meetings about the social service demands that have been put on the region's towns. The purpose of the grant is to provide training and assistance to municipal social service coordinators. A request for proposals to coordinate this program was sent out last summer, and two applicants responded: the

Connecticut United Way and the Connecticut Association for Human Services. The municipal social service directors and the Non-profit Assistance Initiative sat on a panel and interviewed the two candidates. The panel selected the Connecticut Association for Human Services (CAHS) and recommended approval by COG. On a motion by Meredith Robson, seconded by Joe Salvini, it was unanimously

VOTED: To approve the Connecticut Association for Human Services as coordinator of the municipal social service grant.

7. Transportation Planning

a. *September 2005 Transportation Improvement Program Amendments* — Mike Flood presented two amendments to the September 2005 Transportation Improvement Program listed in memorandum 090205:

- District 1 (includes Cheshire), Installation & revision of traffic signals
- Waterbury, Reconstruction of West Main Street from Chase Parkway to Robbins Street

On a motion of Richard Crane, seconded by Meredith Robson, it was unanimously

VOTED: To approve the September 2005 amendments to the Transportation Improvement Program 2005-2009, as presented in Memorandum 090205.

Grayson Wright from ConnDOT asked COG to delete project #0171-0299 (Installation and Revision of STC Traffic Control Signals in District 1). Grayson reported that this project was in error and should not have been listed on the TIP. On a motion by Meredith Robson, seconded by Richard Crane, it was unanimously

VOTED: To delete project #0171-0299 from the Transportation Improvement Program.

b. *Urban Highway (STP-U) Priorities* — Mike Flood presented an updated ranking of regional projects under the Urban Surface Transportation Program (STP-Urban) as well as the methodology behind the project rankings. The new ranking and methodology were detailed in memorandum 070105. The methodology uses the project's functional classification, traffic volumes, accidents, road conditions, road connectivity, accessibility, and environmental impact. This methodology and ranking could be amended at a later date. On a motion by Richard Crane, seconded by Michael Milone, it was unanimously

VOTED: To endorse the STP-Urban ranking criteria and the updated ranking of STP-Urban regional priorities, as presented in memorandum 070105.

c. *Bus stop analysis* — Sam Gold reported that a draft plan for the location of bus stops in the Waterbury Region was completed. He will be contacting the traffic authorities in all the region's towns with bus stops. The first meeting will be Thursday, September 22nd with the City of Waterbury where the vast majority of the region's bus stops are located.

d. *New Street Sign Requirements* — Mike Flood reported there is new federal legislation on traffic signs. Signs are now required to be illuminated or to have reflective material. All vendors are aware of this and only sell signs that meet the standard. The legislation not only requires that the new signs be used but that they be maintained and replaced when they are no longer reflective. When this legislation goes through there will be a seven year window for regulatory signs, and ten years for street signs. Mike said that he will look into what it would cost for a regional sign shop or to

consolidate the region's purchases.

8. Regional Business

There was no discussion under regional business.

9. Other

- a. *FY2004 Homeland Security Grant Program Authorization* — On a motion by Richard Crane, seconded by Thomas Dunn, it was unanimously

VOTED: That the Executive Director, Peter Dorpalen, is empowered and authorized to act on the behalf of the Council of Governments of the Central Naugatuck Valley in executing a Memorandum of Understanding with the State of Connecticut, Department of Emergency Management and Homeland Security, for participation in the FY 2004 State Homeland Security Grant Program.

- b. *FY2005 Homeland Security Grant Program Authorization* — Virginia reported that starting in fiscal year 2005, the regions will no longer be directly receiving a sum of money, but will be distributed in a first come first served basis. Rather, the money will be distributed to five regions of the state and coordination and cooperation within the region will have to work together with the money. On a motion by Richard Crane, seconded by Meredith Robson, it was unanimously

VOTED: That the Executive Director, Peter Dorpalen, is empowered and authorized to act on the behalf of the Council of Governments of the Central Naugatuck Valley in executing a Memorandum of Understanding with the State of Connecticut, Department of Emergency Management and Homeland Security, for participation in the FY 2005 State Homeland Security Grant Program.

Agenda Addition — On a motion by Richard Crane, seconded by Michael Milone, it was unanimously

VOTED: To add Continued Participation with DEMHS to the agenda .

- c. *Continued Participation with DEMHS* — On a motion by Richard Crane, seconded by Meredith Robson, it was unanimously

VOTED: To continue COGCNV's participation with DEMHS.

- d. *Pre-Disaster Mitigation Planning* — Virginia Mason reported that Delta Engineering is finishing pre-disaster mitigation plans for Oxford, Woodbury, and Watertown. U.S. Rep. Rosa DeLauro's office contacted us, but we have not received written notification from FEMA about a grant for Cheshire, Prospect, Waterbury, and Wolcott. Once COG receives written notification, staff will start working to select a consultant.

10. Adjournment

At 10:41 A.M., on a motion by Thomas Dunn, seconded by Michael Milone, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by

Samuel Gold
Regional Planner

For
Thomas Dunn
Secretary