

MINUTES
Council of Governments of the Central Naugatuck Valley
Thursday, April 13, 2006, 9:00 AM
Rowland Government Building
First Floor Conference Room
West Main St at Leavenworth St
Waterbury, CT

COGCNV Members: Susan Cable, First Selectwoman and Karen Wilson, Alternate, Beacon Falls; Leo Bulvanoski, First Selectman, Bethlehem; Joseph Salvini, Alternate, Middlebury; August Palmer III, First Selectman, Oxford; Mark A.R. Cooper, First Selectman, Southbury; Maura Martin, First Selectwoman, Thomaston; Theresa Caldarone, Alternate, Waterbury; Meredith Robson, Town Manager, Watertown; Richard Crane, First Selectman, Woodbury; **Other Attendees:** Dr. Marc Taylor, Pomperaug River Watershed; David Fink, Partnership for Strong Communities; Robert Flanagan, RPC; Mary Sherer, Middlebury; Grayson Wright, ConnDOT; **Staff:** Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Michael Flood, Regional Planner; Glenda Prentiss, GIS Coordinator.

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

At 9:06 AM, Chairman Mark Cooper called the meeting to order, and those present recited the pledge of allegiance. Peter Dorpalen called the roll and introduced the speaker and guests. There was no public comment.

2. Administrative Items

- a. *Minutes of March 10, 2006, meeting* — On a motion by Sue Cable, seconded by Meredith Robson, it was unanimously

VOTED: To approve the minutes of the March 10, 2006 meeting.

- b. *Financial Report* — Peter Dorpalen reported that, as a March 31, 2006, COGCNV was 75% through the fiscal year and had expended 65.2% of the \$631,791 operating budget. Of the total budget including pass through funds 25.1% has been expended. The STIF account had a balance of \$31,531, Webster bank checking account had \$18,361, and STIF Reserve Fund had \$172,455.

Dorpalen recommended that to bring the transportation budget more in line with actual costs, an amendment to the transportation budget be made. \$3,000 would be transferred from the salary and indirect line items to the travel line item.

On a motion by Meredith Robson, seconded by Augie Palmer, it was unanimously

VOTED: To approve the March 2006 financial report with the COGCNV transportation budget amended to increase the travel line item by \$3,000 and decrease the Salary by \$1,277 and the Indirect Costs by \$1,723.

- c. *Correspondence* — Peter Dorpalen summarized recent COGCNV correspondence.

March 10, 2006 Letter to Congresswoman Rosa DeLauro requesting a study grant for the design of a greenway along the Naugatuck River.

March 14, 2006	Letters to planning and zoning commissions in Beacon Falls, Oxford, and Wolcott requesting a representative to the Regional Planning Commission.
March 22, 2006	Email to ConnDOT transmitting COGCNV's Transportation Procurement Procedures.
April 1, 2006	Letter from DEMHS inviting COGCNV to participate in the regional planning model to foster regional collaboration in preparation of the Area 5 emergency response plan.
April 4, 2006	Letter to the editor of the Waterbury-Republican American from Peter Dorpalen clarifying the findings of the COGCNV bus passenger destination study relative to the proposed transportation center.
April 4, 2006	Letter to CT Community Foundation transmitting the six-month interim report on the municipal social service assistance project from COGCNV's consultant.
April 7, 2006	Email from SEDC on an economic development summit with Congresswoman Rosa DeLauro on Tuesday April 18 at UCONN-Waterbury.

3. Transportation Planning

- a. *FTA Section 5310 Elderly & Disabled Transportation Priorities* — Virginia Mason reported that COGCNV staff ranked applications for paratransit vehicles for the FTA Section 5310 program, using the same ranking criteria employed in previous years. This ranking and evaluation criteria were recommended by ConnDOT.

The Cheshire application ranked the highest, with applications submitted by Middlebury and Southbury tied for second. Oxford received the lowest ranking. On a motion by Dick Crane, seconded by Meredith Robson, it was unanimously

VOTED: To approve the fiscal year 2006 Federal Transportation Administration Section 5310 priority list, as presented in Memorandum 040606.

- b. *Transportation Improvement Program* — Mike Flood reported on the April 2006 TIP amendment to increase right way costs for the Homer/Chase Avenue widening project in Waterbury from \$700,000 to \$875,000. On a motion by Meredith Robson, seconded by Joseph Salvini, it was unanimously

VOTED: To approve the April 2006 amendment to the Transportation Improvement Program 2005-2009.

- c. *Regional Transportation Planning Agreement* — On a motion by Dick Crane, seconded by Augie Palmer, it was unanimously

VOTED: To authorize the Chairman, Mark Cooper, or Vice-Chairman, Sue Cable, to act on behalf of COGCNV in negotiating and executing all appropriate and necessary contractual instruments with the Connecticut Department of Transportation for the period of July 1, 2006 through June 30, 2007.

- d. *Transportation Planning Work Program* — Mike Flood summarized the draft of the COGCNV 2006-07 Unified Planning Work Program (UPWP). Major upcoming transportation planning tasks include ongoing projects as well as the update of the regional long range transportation plan, the regional plan of conservation & development, and the Naugatuck River Greenway project.

The total transportation planning budget for the 2006-07 UPWP is \$671,105. The federal contribution is \$536,884, and the state and local contributions are both \$67,111. On a motion by Augie Palmer, seconded by Sue Cable, it was unanimously

VOTED: To approve the COGCNV Draft 2006-07 Unified Planning Work Program as presented.

4. Survey of incentives for affordable housing

David Fink, Policy Director for The Partnership for Strong Communities, discussed the lack of affordable housing throughout Connecticut. The organization conducted a study showing the relationship between rising housing costs and the state's employment and population growth. Fink stressed that not only is the lack of low-income housing an issue, but the lack of affordable housing for middle income residents is also a growing concern in the state.

This year, The Partnership for Strong Communities has begun a new housing campaign called HOMEConnecticut. A steering committee has been formed which includes officials from the public, private, and non-profit sectors. The goal of the steering committee is to develop a statewide housing plan which can be recommended to the state legislature.

Fink acknowledged that developers are often unwilling to build affordable housing units since other housing types can be more profitable. Also, municipalities are reluctant to encourage affordable housing unit development due to anticipated increases in education costs for the town. Fink explained that many of the affordable housing units being built are one-unit apartments which are not large enough to accommodate a family with children. By contrast, he explained, families generally do move into the large single family detached homes which are being built.

The organization has been studying incentives which might encourage towns to permit the development of more affordable housing. Massachusetts has begun to implement a program in which the state covers educational, service, and infrastructure cost increases incurred from the development of affordable housing.

Fink encouraged comments and suggestions on incentive programs that could be successful in Connecticut from those present at the meeting.

5. GIS environmental analysis of land development within a watershed

Virginia Mason and Glenda Prentiss presented work COGCNV has done to map and identify parcels located within the Pomperaug River Watershed which are key recharge locations for the watershed. COGCNV will be developing maps that municipalities can use to identify parcels which should be protected from development to assure recharge to the watershed.

6. Regional Business

- a. *Economic Development Data & Information (EDDI)*TM — Peter Dorpalen explained the benefits of the Economic Development Data & Information System (EDDI). The data is available through the

Connecticut Economic Resource Center and is formatted to be consistent with national standards used for presenting economic data to site developers. Municipal participation costs are \$200 per year, but there is a 20% discount if the entire region joins.

A memorandum of understanding between CERC and COGCNV was included in the agenda packet. On a motion by Augie Palmer, seconded by Meredith Robson, it was unanimously

VOTED: To sign a memorandum of understanding with CERC for COGCNV to join the EDDI system.

- b. *Municipal Wage and Benefits Survey* — Peter Dorpalen reported on the latest data results from the Municipal Wage and Benefits Survey and asked if a new round of data should be collected. COGCNV members agreed the survey is useful and should be continued. Because town budget cycles vary, the survey could be sent out at anytime rather than waiting until the fall.
- c. *Other regional business* — Mike Flood provided information on the 2006 Connecticut Safe Routes to School Infrastructure Program. The State of Connecticut will receive \$1 million in 2006 for the program and will use 30% of this funding for a statewide educational program to promote safe routes to school. The remaining 70% of funding will be used for the new infrastructure program, and fund projects such as pedestrian signals, crosswalks, and sidewalk improvements. Mike explained that a previously developed Safe Routes to School Master Plan is a requirement to apply for 2006 funds.

7. Other

- a. *Transportation planning procurement procedures* — On a motion by Augie Palmer, seconded by Dick Crane, it was unanimously

VOTED: To add the transportation planning procurement procedures to agenda.

On a motion Dick Crane, by seconded by Augie Palmer , it was unanimously

VOTED: To approve transportation planning procurement procedures.

- b. *Regional Plan of Conservation & Development* — Peter Dorpalen reported that the staff is working on an update of the Regional Plan of Conservation & Development. The public participation process will need to begin soon.
- c. *Next COGCNV meeting* — Peter Dorpalen reported that Bob Chatfield has offered to host the May COG meeting at the new dispatch center in Prospect.
- d. *ASCAP royalties* — Mark Cooper stated that an organization called ASCAP has contacted Southbury on paying royalties for music played at town concerts. This group has also contacted Waterbury requesting royalties for music played during free performances. Theresa Caldorone stated she can speak with the entertainment lawyer the city has hired for other city issues. Mark Cooper stated that if one town in our region were to pay these fees, ASCAP could use this as leverage against other towns.

8. Adjournment

At 10:50 AM, on a motion by Augie Palmer , seconded by Meredith Robson , it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Michael Flood, Regional Planner

For

Thomas Dunn
Secretary