

Minutes
Council of Governments of the Central Naugatuck Valley
Friday, October 13, 2006, 9:00 AM
COGCNV Conference Room
60 North Main St, 3rd Floor
Waterbury, CT

COGCNV Members: Susan Cable, First Selectwoman, Beacon Falls; Leo Bulvanoski, First Selectman, Bethlehem; Jerry Sitko, Alternate, Cheshire; Joseph Salvini, Alternate, Middlebury; Ron SanAngelo, Mayor, Naugatuck; Gina Ash, Alternate, Prospect; Mark Cooper, First Selectman, Southbury; Maura Martin, First Selectman, Thomaston; Theresa Caldarone, Alternate, Waterbury; Thomas Dunn, Mayor, Wolcott; Richard Crane, First Selectman, Woodbury. **Other Attendees:** Bart Russell, Council of Small Towns; Ingrid Manning, Connecticut Community Foundation; Adam Rinko, Vice-Chair, Regional Emergency Planning Committee; Robert Flanagan, Chairman, Regional Planning Commission; Grayson Wright, ConnDOT; Lou Mangini, Congresswoman Rosa DeLauro's Office. **Staff:** Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Samuel Gold, Senior Planner, Jeffrey Cormier.

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

Chairman Susan Cable called the meeting to order at 9:04 am, and those present recited the pledge of allegiance. Peter Dorpalen called the roll and introduced the speakers and guests. There was no public comment.

2. Administrative Items

- a. *Minutes of September 8, 2006, meeting* — On a motion by Richard Crane, seconded by Mark Cooper, it was unanimously

VOTED: To approve the minutes of the September 8, 2006 meeting.

- b. *Financial Report* — Peter Dorpalen reported, as of September 30, 2006, the Council was 25% through the fiscal year and had expended 21.1% of the \$682,342 operating budget. Of the total budgeted amount which includes pass-through funds, 8.7% of the \$2,851,202 budget has been expended. The STIF account totaled \$71,890. The Webster Checking account balance was \$13,415.

The STIF Reserve Fund had a balance of \$186,891. The balance sheet on the Treasurer's report was incomplete, and will be available for next month's meeting.

- c. *Agreement Authorizations* — Peter Dorpalen presented three agreement authorizations detailed in Memo 100406 (Subject: Agreement Authorizations).

- UCONN Agreement on Regional Build-out Analysis — On a motion by Richard Crane, seconded by Susan Cable, it was unanimously

VOTED: To authorize Chairman Susan A Cable to enter into an agreement with the University of Connecticut on a regional and local build-out analysis project for the Central Naugatuck Valley Region.

- DEHMS Agreement for FY2006 Homeland Security Grant — On a motion by Mark Cooper, seconded by Gina Ash, it was unanimously

VOTED: To authorize Chairman Susan A Cable to enter into an agreement with the Connecticut Department of Emergency Management and Homeland Security for a

FY2006 Homeland Security grant.

- DEP Agreement (Extension) for Naugatuck River Greenway Signs and Brochure Grant — On a motion by Gina Ash, seconded by Richard Crane, it was unanimously

VOTED: Be it resolved that it is in the best interest of Council of Governments of the Central Naugatuck Valley (COGCNV) to enter into a contract with the Department of Environmental Protection for the Naugatuck River Greenway Signs and Brochures project.

In furtherance of this resolution, Susan A Cable, Chairman of the Council of Governments of the Central Naugatuck Valley (COGCNV) is duly authorized to enter into and sign said contract on behalf of Council of Governments of the Central Naugatuck Valley (COGCNV). The Chairman is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contract and to execute any amendments, recisions, and revisions thereto.

The Secretary is authorized to impress the seal of the Council of Governments of the Central Naugatuck Valley (COGCNV) on any such documents, amendment, recision, or revision.

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

September 3, 2006	Memorandum to RPC on Waterbury's Proposed Multi-Modal Transportation Center
September 20, 2006	Memorandum to ConnDOT with comments on the I-84/ Route 8 Interchange Alternatives
October 5, 2006	Memorandum from Trish Bauer on changes in COGCNV's MEHIP Blue Cross & Blue Shield insurance. Coverage is the same as coverage for state employees. Premium costs are reduced -4 to -7%.
October 9, 2006	Letters from Sam Gold to social service organizations requesting them to complete a survey on the transportation needs of the elderly and the disabled in the region.

3. **Municipal Social Service Assistance Project** — *Should it Continue?*

Ingrid Manning from the Connecticut Community Foundation addressed the COG. The Connecticut Community Foundation administers a grant for the Leever Foundation that has funded the regional Municipal Social Service Assistance Project for the past year. The re-application for the grant for next year has been received. Peter Dorpalen reported that the project has proven helpful to social service directors in the region. On a motion by Thomas Dunn, seconded by Mark Cooper, it was unanimously

VOTED: To authorize the chairman or executive director to enter into an agreement with the Leever Foundation for extending the Municipal Social Service Assistance Project grant.

4. **The Upcoming Legislative Session — Working Together**

Bart Russell, Council of Small Towns (COST) asked the region's towns to begin thinking of their top legislative issues. COST is soliciting this information earlier than in past years. Russell said he looked over COG's legislative agenda and it is mostly inline with COST's priorities. Russell mentioned a few of COST's agenda items including continuing the local portion of the municipal conveyance tax, increasing state investment in rural and suburban roads, and the redesign of MEHIP to help drive down costs. He asked COG members to review the COST draft agenda and get back to him with suggestions. COST has also been working to improve its relationship with legislators.

5. **Regional Emergency Operations Plan**

Virginia Mason reported that the draft *Regional Emergency Operations Plan* was given out to all the towns' emergency management directors at the September COG meeting. There was no quorum at the Emergency Planning Committee, but the majority of the EPC Representatives present supported the Plan. After COG adopts the plan, it will go to the towns for their individual adoption. Adam Rinko, Vice-Chair of the Regional Emergency Planning Committee, was present to answer questions about the *Regional Emergency Operations Plan*.

Ron SanAngelo asked what happens if a regional incident occurs and who is responsible in COG? Rinko responded that COG is not responsible. The jurisdiction in which the incident first occurs is the incident commander. The Plan provides the information on available resources in the region. A municipality's EPC Representative will be the point of contact for accessing regional resources. The Plan is not a regional municipal assistance agreement, but an informational tool to help towns share resources.

In case of a five town emergency there will be a unified command without a single head commander. The emergency is transferred to the most appropriate person to command the situation. This is a NIMMS compliant command. The Plan lists who is the most appropriate person, but the chief elected official retains authority. Richard Crane mentioned that it is important that there is someone besides the chief elected official who is knowledgeable about the emergency plan and can take over in the chief elected official's absence.

On a motion by Richard Crane, seconded by Ron SanAngelo, it was unanimously

VOTED: To adopt the *Regional Emergency Operations Plan*.

6. **Transportation Planning** — Peter Dorpalen presented the October 2006 Amendments to the Transportation Improvement Program as listed in Memo 100406: October 2006 Amendments to the 2007-2011 Transportation Improvement Program.

- Statewide - Interstate Rds, Bridge repairs requiring rapid response (Project No. 0170-E224)
- Statewide - Non-Interstate Rds, Bridge repairs requiring rapid response (Project No. 0170-E225)
- District 1 - Traffic signal revisions (Project No. 0171-H147)
- District 4 - Delete FFY07 ROW for installation and revision of STC traffic control signals (Project No. 0174-H162)
- Beacon Falls - Multi-use pedestrian/bicycle facility along Naugatuck River (Project No. 0006-H009)
- Cheshire - Extension of the Farmington Canal Linear Trail (Project No. 0025-0135)
- Naugatuck - Naugatuck River pedestrian/bicycle greenway (Project No. 0087-H016).

On a motion by Jerry Sitko, seconded by Joseph Salvini, it was unanimously

VOTED: To approve the October 2006 amendments to the 2007-2011 Transportation Improvement Program.

7. **Project Updates**

- a. *NVCC Municipal Training Program* — Ron SanAngelo reported that Larry Smotroff has been trying to develop a basic program of 15 hours a month of training for municipal staff and volunteers in CNVR member towns. In a meeting with Smotroff and Sheila O'Malley, it was decided that a base of 15 hours of training a month would be a good start for this program and would cost approximately \$110,000 (including administration costs). The program would be completely administered by NVCC. For this program to work, there needs to be a commitment by municipalities to pay for this training. SanAngelo suggested that COG would collect increased COG dues or a separate additional payment. COG would then pay NVCC directly for the cost of the program.

A town's share of the cost of the program would be based on town population. Towns that pay more into the program may be entitled to more training than smaller towns that pay less. For example, Waterbury's share of the cost would be \$40,000. SanAngelo said that all towns need to participate for this to work. He also sees a potential for state funding to increase the hours of training. COG members said that they see potential legal cost savings if the town commissions could avoid lawsuits. Susan Cable reported that Beacon Falls requires commissioners to commit to at least one training class. A budget for the training program would be ready by February to include in town budgets.

- b. *EDDI Municipal Webpages* — Peter Dorpalen reported that spreadsheets have been received from four towns. Reminder e-mails have been sent to the remaining eight towns. Dorpalen encouraged towns to participate to give their town exposure to major national business developers.
- c. *Regional Plan of Conservation and Development* — Peter Dorpalen reported that work has continued on the Regional Plan. Virginia Mason has wrapped up some additional chapters. The layout is being planned.
- d. *Regional Transportation Plan* — Peter Dorpalen reported that we are required to have this update completed by February. Mike Flood completed much of the work before he left COG, but there is still work to be done.
- e. *Naugatuck River Greenway - Housatonic Restoration Project* — Sam Gold reported that he has been attending the Housatonic River Basin Restoration Project trustee subcommittee meeting in Kent. The trustees have \$9 million dollars for projects that restore or replace natural resources or natural resource services damaged by PCBs dumped by GE. Projects throughout the Housatonic River Basin are eligible for consideration. The Naugatuck and Pomperaug Rivers are part of the Basin, and all towns except for Cheshire can submit projects. Projects should be environmental or recreational in nature. There will be an open house for the pre-application on November 28th at 7pm in the Kent Town Hall, Kent.
- f. *Emergency Planning - Disaster Debris* — Virginia Mason commented on DEP's Disaster Debris Plan. DEP is looking for towns to identify municipal or state (minimum 10 acres) sites for use for disaster debris clean up.

- g. *Pre-Disaster Mitigation* — Virginia Mason reported that there will be public hearings and potential adoption of Pre-Disaster Mitigation for Oxford, Watertown, and Woodbury. Oxford has received official preliminary approval. Waterbury, Cheshire, Wolcott, and Prospect have set up public meeting dates.

8. **Regional Business**

There was no regional business.

9. **Other**

There was discussion about the location for the November COG Meeting. Tom Dunn suggested lunch at the East Street Eatery Farmingbury Hills Country Club. It was discussed that the region's legislative agenda would be the topic of the November COG Meeting. The CNVR's state legislators would be invited to the November COG meeting. [The date of the November COG Meeting was later set for Friday, November 17, 2006, so there would be enough time to invite new legislators-elect to the meeting.] The COG Executive Committee Meeting to develop the legislative position statement was set for November 2, 2006 at 9 am in the COG conference room.

Peter Dorpalen also reported that the regional planner position vacated by Mike Flood has been advertised without much response. Virginia Mason will be increasing her hours under the transportation program and Jeff Cormier has also taken over managing the TIP.

Virginia Mason reported that on Monday, January 29, at 6pm at the Middlebury Public Library lawyers from Robinson and Cole will be giving a legal seminar for municipal land use commissioners. The seminar will include a question and answer session and role playing.

10. **Adjournment**

At 10:33 AM, on a motion by Richard Crane seconded by Mark Cooper, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Samuel Gold, Senior Planner

For

Maura Martin
Secretary