

MINUTES

Council of Governments of the Central Naugatuck Valley

Vasi's Restaurant

1700 Watertown Avenue

Waterbury, CT

Friday, September 14, 2007, 12:00 Noon

COGCNV Members: Susan Cable, First Selectman, Karen Wilson, Alternate, Beacon Falls; Leo Bulvanoski, First Selectman, Bethlehem; Jerry Sitko, Alternate, Cheshire; Joseph Salvini, Alternate, Middlebury; Michael Bronko, Mayor, Naugatuck; Robert Chatfield, Mayor, Prospect; Mark Cooper, First Selectman, Southbury; Chuck Frigon, Town Manager, Watertown; Thomas Dunn, Mayor, Wolcott; Richard Crane, First Selectman, Paul Hinckley, Selectman, Woodbury. **Speakers and Guests:** Lisa Cattaneo, Executive Administrative Assistant, Watertown; Roy Piper, DEMHS; Paul Nonnemacher, CRRA; David Fink, Partnership for Strong Communities; Lou Mangini, Office of Rep. Rosa Delauro.

Staff: Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Jeffrey Cormier, Regional Planner/GIS Specialist; Joseph Perrelli, Regional Planner; Selma Alves, Administrative Assistant; Trish Bauer, Financial Manager.

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

Chairman Susan Cable called the meeting to order at 12:05pm. Those present recited the pledge of allegiance, and the roll was called. There was no public comment.

2. Administrative Items

- a. *Minutes of July 18, 2007 COGCNV Meeting, financial report, single state audit threshold – authorization for additional \$2,000 for audit, Webster Bank authorizations – wire transfers and additional account access agreement.* On a motion by Richard Crane, seconded by Robert Chatfield, it was unanimously

VOTED: To approve agenda items 2a. Minutes of July 18, 2007 COGCNV Meeting, 2b. financial report, 2c. Single state audit threshold – authorization for additional \$2,000 for audit, and 2d. Webster Bank authorizations – wire transfers and additional account access agreement.

- b. *Line Item Adjustment to COGCNV Budget*) Peter Dorpalen reported the increase in the cost of the MEHIP Anthem BC/BS plan, which will rise 13% from last year (as of November 1st). The increase means that COG will need to raise the BC/BS line item to \$45,280 with \$10,780 transferred from the Contingency line item. On a motion by Richard Crane, seconded by Robert Chatfield, it was unanimously

VOTED: To approve an increase to the BC/BS line item to \$45,280 with \$10,780 transferred from the Contingency line item.

- c. *Correspondence*) A summary of recent correspondence was part of the agenda packet:

July 17, 2007 Letter to DEP Commissioner Gina McCarthy thanking her for meeting COGCNV staff, USGS, and PRWC on the development of a refined watershed and ground water model to assist local land use commissions in the making better land use decisions.

August 3, 2007 Memorandum for Senior Planner Sam Gold to local land use commissions summarizing the impact of recent Connecticut court cases.

August 6, 2007	Letter from Assistant Director Virginia Mason to Watertown Planning and Zoning Commission with regional comments on the draft plan, as required under Sec. 35a of the CT General Statutes.
August 8, 2007	Letter to building owner stating maintenance deficiencies in the building and requesting prompt response to the problems.
August 10, 2007	Letters to the Cheshire Town Manager and Chairmen of the Waterbury Planning Commission and Wolcott Planning and Zoning Commission, requesting the appointment of an RPC representative to fill vacancies.
August 18, 2007	Letter to Southbury in support of Grace Meadow elderly housing upgrade under the Small Cities grant program.
August 23, 2007	Dept of Emergency Management & Homeland Security guidelines and application for a FY 2007 regional collaboration program.
August 30, 2007	Letter to Middlebury in support of its proposed rehabilitation and renovation of the Middlebury Town Hall under the Small Cities grant program.
September 10, 2007	Memorandum from OPM with guidelines for a new Regional Performance Incentive program.

3. **HomeConnecticut**

David Fink discussed the HomeConnecticut campaign and gave an update on the Connecticut Housing Program for Economic Growth, which provides incentives for municipalities to create mixed-income housing at higher densities (80% market rate, 20% affordable for people who earn 80% AMI) through Incentive Housing Zones (IHZ). Incentives include state payments of:

- 1) \$2,000 per unit allowed in each zone for creating an IHZ
- 2) \$2,000 per multifamily unit or \$5,000 per single-family unit
- 3) planning grants: technical assistance money for municipalities to establish IHZs

The planning grant incentive replaced another incentive — in school cost reimbursement for any net additional school costs incurred by a town as a result of this new housing.

The legislation also creates a Blue Ribbon Commission, composed of the State Treasurer, the Commissioner of Economic and Community Development, the Secretary of the Office of Policy and Management, the chairperson of the Connecticut Housing Finance Authority, appointees of each of the legislative leaders, and the Governor's two appointees. The Commission will look into housing affordability needs of the state, with particular emphasis on the impact of such needs on economic growth and development. This will include an evaluation of the use of incentives to local governments for the creation of IHZs.

A Rutgers University study, *Residential Demographic Multipliers: Estimates of the Occupants of New Housing*, was distributed. It illustrates the impact of new housing on communities. If you create 1-2 bedroom units, you have relatively few children added to your school system, whereas 3 bedroom units and higher tend to attract families with children. Three bedroom starter homes can also be developed in the community without adding significantly to school enrollment, but 4, 5, or 6 bedroom homes will invite more families with children.

HomeConnecticut intends to return to the Blue Ribbon Commission with support from the towns to ask for a school cost reimbursement incentive. As an alternative, HomeConnecticut believes that towns would also benefit from one-time capital funds from the state for a varied menu of uses in response to creating mixed-income development. The organization sees it can be politically advantageous to municipalities in terms of garnering support for these projects locally. HomeConnecticut will present this to the Commission as they seek input on what municipalities need, but it is open to other suggestions from municipal leaders on incentives they would like to see.

4. **CRRA Updates**

Paul Nonnemacher discussed upcoming CRRA events and recent developments:

- There will be an electronics recycling collection at the Torrington Water Pollution Control Plant in Harwinton on October 27th.
- The new recycling center in Hartford allows CRRA to accept more types of recyclables. This means less material for municipalities to dispose of at the trash-to-energy plant. Starting July 1, every ton of recyclables that a Mid-Connecticut municipality delivers will get them a \$10 check or rebate at the end of the fiscal year.
- The Attorney General wants to bring the privately-owned garbage control facilities under the DPUC. Given the climate in the state, where it is unrealistic to think that any new disposal facilities will ever be built, the AG would like to ensure that local governments are being charged at a fair price, and also assuring that these privately-owned operators are receiving a fair return on their investment.
- CRRA has appealed the New Hartford lawsuit, and it expects to hear from the State Supreme Court around late 2008/early 2009. CRRA made its appeal with the hope to maximize the returns on all of their Enron-related litigation. The ruling that was issued in the New Hartford suit back in June included language that would severely impact the case against Enron.

5. **Emergency Planning**

a. *Mutual Aid Memorandum of Understanding* – Skipped

b. *DEHMS Region 5 planning organization* – At the July meeting, the COGCNV had agreed to serve as the lead RPO in DEMHS Region 5 in a fiduciary role, involving subcontracts with the other RPOs to perform emergency planning functions on the planning region level. The amount of funding being offered to the RPO that takes on the lead role is \$22,500. Under the recent DEMHS regional collaborative guidelines, the lead RPO would also be responsible for DEMHS Region 5 level planning. COGCNV, along with other RPOs in Region 5, has decided that the amount of funding is inadequate for the agency that would be taking on the lead role, so it would be untenable to pursue the grant at this time. On a motion by Robert Chatfield, seconded by Thomas Dunn, it was unanimously

VOTED: To not pursue the grant at this time.

c. *Regional Public Information Support* – Virginia Mason discussed the creation of a regional public information resource tool. The idea is being advanced by Charlie Rutledge, Assistant Emergency Management Director of Woodbury, and Jeremy Rodorigo, Public Information Officer in Beacon Falls. The support would be available when a major event occurs in a community, providing a backup to the local PIO in addressing the media and keeping focused on sending a clear, uniform message. On a motion by Richard Crane, seconded by Robert Chatfield, it was unanimously

VOTED: To support the creation of a Regional Public Information Resource Tool.

- d. *Pre-Disaster Mitigation* – In July 2007, COGCNV voted to authorize the Chairman to enter into an agreement with OPM to obtain funding for pre-disaster mitigation plans for Middlebury, Bethlehem, Southbury, Thomaston, Beacon Falls, and Naugatuck.. As of July 1, in order to receive funding, COGCNV needs to endorse a non-discrimination policy. On a motion by Richard Crane, seconded by Robert Chatfield, it was unanimously

VOTED: To endorse the non-discrimination policy.

Roy Piper provided additional updates from DEMHS Region 5:

- On September 18, the Governor will announce a new two-year, \$10 million school security grant program. Towns should prepare for the competitive application process now by considering potential uses for these funds.
- The enrollment period for the FY 2008 Emergency Management Performance Grant program (EMPG) is now open. The program provides a 50% match to fund local Emergency Management Directors, support staff, and other administrative costs. Interested municipalities should contact Roy at the DEMHS Region 5 office for more information.
- Effective October 1, the DEMHS Region 5 office will be relocated to the Southbury Training School. Additional staff is expected to complement the move to a larger facility.
- Roy Piper handed out a copy of the new flyer advertising the HLS hotline in the State.

6. **Transportation Planning**

a. *GIS parcel mapping*

- i. Request for qualifications – To proceed with the parcel mapping project for the towns of Beacon Falls, Bethlehem, Cheshire, Middlebury, Thomaston, and Wolcott, the project needs to be added to COGCNV's Unified Planning Work Program. On a motion by Thomas Dunn, seconded by Richard Crane, it was unanimously

VOTED: To add the parcel mapping project to the Unified Planning Work Program.

On a motion by Thomas Dunn, seconded by Robert Chatfield, it was unanimously

VOTED: To authorize the Chairman to enter into a contract once the GIS consultant selection process is completed.

- ii. Naugatuck & Oxford GIS map layers – COGCNV would like to license Oxford's digital parcel maps from Geomatica for \$4,000. Naugatuck is completing theirs in-house and expect them to be available in January. On a motion by Robert Crane, seconded by Leo Bulvanoski, it was unanimously

VOTED: To license the Geomatica digital parcel maps of the Town of Oxford.

- c. *Traffic congestion study* – The COGCNV staff will begin the process of monitoring the region's most congested roadways. The congestion management study is an important tool in identifying problem areas and potential locations for future highway projects. Joe Perrelli distributed a map of roads to be included in the study based on ConnDOT's *Congestion Screening & Monitoring Report*.

7. **Project Updates**

- a. *NVCC Municipal Training Program*) Paul Hinckley reported that the first meeting of the Steering Committee was on September 11. The group has proposed a list of courses: Supervisory Skills I & II, Conducting Effective Municipal Meetings, and Taking Meeting Minutes (for clerks). If space is available, the program will be open to any other interested towns, or if there is interest from towns in neighboring regions, they may send people on a per-student cost basis. The Steering Committee's next meeting will be September 25.
- b. *Regional Plan of Conservation & Development* – Peter Dorpalen provided updates on the Plan's progress:
 - 1) In October, staff will be meeting with Town Planners, who will be serving as the Steering Committee for the plan.
 - 2) Drafts of the report will go out to municipalities in October, November, and December.
 - 3) A public hearing will then be held.
 - 4) RPC recommendation of the plan in March/April.
 - 5) COGCNV action in April/May.

7. **Regional Business**

- a. *Regional Performance Incentive Program* — Dorpalen stated that the program provides aid to RPOs to set up cost-saving services on a regional scale that are already provided by one municipality. COGCNV staff would like to submit the Municipal Training Program for consideration.
 - b. *Wage and Benefits Survey* — Dorpalen also reported that data from the survey has been compiled, and that COGCNV staff will be sending out the results shortly.
 - c. *Household Hazardous Waste Collection* — The final collection will take place on September 29 at Thomaston High School. The collection for Wolcott and Prospect will also be held on September 29 at the Prospect Town Highway Garage.
 - d. *Beacon Falls Duck Race* — Beacon Falls will hold its Duck Race on September 29.
8. **Adjournment**) At 12:59 pm, on a motion by Richard Crane, seconded by Thomas Dunn, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Joseph Perrelli
Regional Planner

for

Michael Bronko
Secretary