

MINUTES
Council of Governments of the Central Naugatuck Valley
Crowne Plaza Hotel
1284 Strongtown Road (Rte 188)
Southbury, CT
Friday, January 11, 2008, 12:00 Noon

COGCNV Members: Susan Cable, First Selectman, Karen Wilson, Alternate, Beacon Falls; Jeff Hamel, First Selectman, Bethlehem; Thomas Gormley, First Selectman, Middlebury; Michael Bronko, Mayor, Naugatuck; Margaret Potts, Alternate, Oxford; Robert Chatfield, First Selectman, Prospect; Mark Cooper, First Selectman, Southbury; Maura Martin, First Selectman, Thomaston; Thomas Dunn, First Selectman, Wolcott; Paul Hinckley, First Selectman, Woodbury.

Speakers and Guests: Larry Smotroff, Mary Ann Fontaine, NVCC; Lou Mangini, Office of Congresswoman Rosa Delauro; Grayson Wright, ConnDOT.

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

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

Chairman Susan Cable called the meeting to order at 12:12pm. Those present recited the pledge of allegiance, followed by a moment of silence in memory of former Southbury First Selectman and COG Chairman, Alfie Candido. Roll was called. There was no public comment.

2. Administrative Items

- a. Minutes of December 14, 2007 COGCNV meeting – On a motion by Robert Chatfield, seconded by Paul Hinckley, it was unanimously

VOTED: To approve the minutes of the December 14, 2007, COGCNV meeting.

- b. Financial Report — Peter Dorpalen reported that, as of December 31, 2007, the Council was 50% through the fiscal year and had expended 37% of the \$810,376 operating budget. Of the total budgeted amount, which includes pass-through funds, 16% of the \$2,224,338 budget has been expended. The STIF account totaled \$94,881. The Webster Checking account balance was \$13,106. The STIF Reserve Fund had a balance of \$240,606.

Dorpalen noted that the audit has been completed and was found in compliance with federal and state requirements. On a motion by Robert Chatfield, seconded by Paul Hinckley, it was unanimously

VOTED: To accept the FY 2007 audit report.

Four FY 2008 budget revisions, outlined in Memorandum 010408F, were summarized.

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

VOTED: To revise the current fiscal year 2007-08 budget, as presented in Memorandum 010408F, and approve the financial report.

- c. Correspondence — Peter Dorpalen summarized recent correspondence:

December 21, 2007

Letter to Governor Rell on COGCNV's vote to convey the need to address the rising incidence of Lyme disease in CT.

December 31, 2008 Letter to OPM transmitting the municipal resolutions and certifications in support of COGCNV's application for the municipal training academy under the regional performance incentive grant program.

January 3, 2008 Letters to the Natural Resource Trustees SubCouncil for Connecticut in support of Beacon Falls's Riverfront Park and Southbury's Balentine River embankment restoration and replacement culvert for Flat Hill Rd.

3. **GIS Parcel Mapping Project** — Virginia Mason reported that the committee for the six-town parcel-mapping project completed interviews in the RFQ process and recommend New England Geosystems for the contract. On a motion by Thomas Gormley, seconded by Maura Martin, it was unanimously

VOTED: To approve the selection of New England Geosystems as the consultant for the GIS Parcel Mapping Project.

4. **DEMHS Region 5 Emergency Planning** — On the RFP process to select a consultant to assist with emergency planning tasks under the DEMHS Regional Collaborative Grant Program, Virginia Mason stated that the committee of RPO directors in DEMHS Region 5 completed interviews and recommend Barbara Buddington. On a motion by Robert Chatfield, seconded by Michael Bronko, it was unanimously

VOTED: To approve the selection of Barbara Buddington as the consultant for the DEMHS Region 5 Emergency Planning contract.

5. **NVCC Municipal Government Training Program** — Peter Dorpalen reported that the town resolutions and certifications for the Regional Performance Incentive grant to fund the municipal academy were submitted to OPM. He thanked the COG members for their help in obtaining the municipal resolution approvals.

Dorpalen introduced Larry Smotroff, Dean of Economic Development, and Mary Ann Fontaine, Director of Business and Industry Training, at Naugatuck Valley Community College. Both were instrumental in establishing the Municipal Government Training Academy. Larry Smotroff noted that the goal going forward is to solidify the academy and devise a fiscal model so that towns have a better understanding of their return-on-investment. Mary Ann Fontaine distributed several budget options for the academy, for use by the towns in municipal budget planning. She invited COGCNV members to a meeting at the COGCNV office on January 23, 2008 at 9:00 a.m. to discuss the budget.

NE Utilities has offered a \$75 scholarship for nonparticipating towns to attend the training academy. The Municipal Training Academy will also be adding one more section each of *Leadership I*, *Taking Minutes*, and *Conducting Effective Meetings*.

6. **Annual Legislative Statement** — Peter Dorpalen presented the *COGCNV Legislative Position Statement: 2008*. The legislative position statement is a refinement of the 2007 Statement. COGCNV members suggested adding language in response to the Governor's comments on capping municipal property taxes and on safety issues around Waterbury-Oxford Airport. On a motion by Bob Chatfield, seconded by Tom Gormley, it was unanimously

VOTED: To endorse the *COGCNV Legislative Position Statement 2007* with proposed changes.

7. **Transportation Planning**

- a. January 2008 Transportation Improvement Program Amendments — Jeff Cormier presented the proposed amendments to the 2007-2011 TIP, listed in Memorandum 010408. On a motion by Mark Cooper, seconded by Michael Bronko, it was unanimously

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

- b. Congestion Management Study — Joe Perrelli stated that COGCNV staff will continue monitoring the region's most congested roadways after a pause during the holiday season. The congestion management study is an important tool in identifying problem areas and potential locations for future highway projects. Perrelli distributed a map of congested state roads in the CNVR based on Volume/Capacity ratios published in ConnDOT's *Congestion Screening & Monitoring Report 2007*.

On a motion by Robert Chatfield, seconded by Michael Bronko, it was unanimously

VOTED: To add agenda items 7c. and d.

- c. Naugatuck River Greenway — Sam Gold reported that COGCNV received word from Congresswoman Rosa DeLauro's office that \$147,000 in earmark funding will be set aside for a regional design study. The regional Naugatuck Greenway Committee will be reestablished to assist with the study. The committee will also be called upon to provide guidance on other projects along the river.

Gold also announced that he will be submitting an application to the state greenway license plate fund for a project that would create an identity for the greenway trail. The grant would provide \$5,000 to hire a graphic designer to create a logo and to make trail marker signs. This would also give the Naugatuck River Greenway more validity for future grant applications. On a motion by Thomas Gormley, seconded by Michael Bronko, it was unanimously

VOTED: To proceed with the DEP Greenway License Plate Program grant application, and to authorize the Chairman to enter into an agreement with the DEP for the grant.

- d. Year of Expenditure Dollar Estimates Certification — Sam Gold presented Memorandum 011008, on a new federal requirement that an inflation factor be used in project cost estimates presented in the 2007 Long Range Transportation Plan and the 2007-2011 Transportation Improvement Plan. ConnDOT has asked that the COGCNV certify that inflation was taken into account in the creation of these two documents. On a motion by Paul Hinckley, seconded by Robert Chatfield, it was unanimously

VOTED: To certify that the Council of Governments of the Central Naugatuck Valley finds that the 2007 LRTP and the FFY 2007-2011 TIP conform to the requirements of CFR 450.201 4(1) and CFR 450.322 10 (iv).

8. **Project Updates**

- a. Regional Plan of Conservation and Development — Peter Dorpalen reported that the COGCNV staff has presented the Regional Plan of Conservation and Development to Planning and Planning & Zoning Commissions in all but two towns: Cheshire and Oxford. A 60-day public review process began on January 1, 2008. It will be followed by a public hearing on March 4, 2008 at Middlebury Town Library at 7 p.m. It will then go to the RPC for their approval and COGCNV for their approval in May/June.
- b. Pre-disaster Mitigation Plans — Virginia Mason reported that Waterbury's plan has just received approval from its Board of Aldermen. Prospect's plan was sent to FEMA for initial review. Wolcott's plan is still in the review process. Cheshire has received their initial review comments from FEMA and will be scheduling the public hearing soon. Mason requested that the FY 2005 grant contract be extended to cover the six towns in the FY 2006 grant cycle. On a motion by Robert Chatfield, seconded by Michael Bronko, it was unanimously

VOTED To extend the contract with Milone & MacBroom from FY 2005 to cover the six towns covered under the FY 2006 Pre-Disaster Mitigation Planning Grant.

9. **Regional Business**

Maura Martin inquired as to whether COGCNV staff had heard about any transportation issues involving the proposed power plant on Echo Lake Road in Watertown. She had received an email referring to the transportation impacts in Watertown and Thomaston, specifically on Route 109. Peter Dorpalen requested that the email be forwarded to COGCNV staff.

10. **Other**

a. Virginia Mason requested that the COGCNV endorse the application for Southbury Mitchell Farms.

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

VOTED: To add the Mitchell Farms Property in Southbury to the agenda.

Mitchell Farms Property Acquisition — Virginia Mason discussed the recent application by the Southbury Land Trust to the GE Trust Fund for acquisition of a portion of the Mitchell Farms property. She requested that the COGCNV show its support by endorsing the application. On a motion by Thomas Gormley, seconded by Jeff Hamel, it was unanimously

VOTED: To support the Southbury Land Trust's application to the Housatonic River GE Trust Fund for acquisition of 250 acres of the Mitchell Farms parcel.

b. Joe Perrelli reminded COGCNV of the upcoming Transportation Planning Lunch on January 23, 2008 at noon at the COGCNV office. The focus will be the Urban STP program, the funding of highway projects, and the program's schedule.

11. **Adjournment**) At 1:07 pm, on a motion by Margaret Potts, seconded by Robert Chatfield, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Joseph Perrelli
Regional Planner

for

Michael Bronko
Secretary