

**MINUTES**  
**Council of Governments of the Central Naugatuck Valley**  
Full Harvest Bar & Grill  
57 South Main Street  
Beacon Falls, CT  
Friday, October 10, 2008, 12 Noon

**COGCNV Members:** Susan Cable, First Selectman, Karen Wilson, Alternate, Beacon Falls; Michael Bronko, Mayor, Naugatuck; Gina Ash, Alternate, Prospect; Jennifer Naylor, Alternate, Southbury; Maura Martin, First Selectman, Thomaston; Mayor Jarjura's Director of Operations, Joseph Geary, Alternate, Waterbury; Paul Hinckley, First Selectman, Woodbury.

**Speakers and Guests:** Kristen Bulkovitch, President/Chief Professional Officer, United Way of Greater Waterbury; Lou Mangini, Congressman Rosa DeLauro's Office; Grayson Wright, ConnDOT.

**Staff:** Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Samuel Gold, Senior Planner; Joseph Perrelli, Regional Planner; Jeffrey Cormier, Regional Planner/GIS Specialist; Lauren Rizzo, Administrative Assistant.

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

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

**2. Administrative Items**

- a. *Minutes of September 19, 2008 COGCNV Meeting and Financial Report* — Peter Dorpalen said that a revised budget would be presented next month. On a motion by Gina Ash, seconded by Paul Hinckley, it was unanimously

VOTED: To approve the minutes of the September 19, 2008 COGCNV meeting and the financial report.

- b. *Replacement color plotter (\$6,000)* — Peter Dorpalen explained that the existing GIS color plotter, used for mapping, is seven years old, experiencing problems, and has performed beyond its expected life. Estimated repair costs are over \$1,000, and GIS staff recommends the purchase of a new plotter. Three quotes, all under \$6,000, have been obtained. A \$1,000 trade-in value would bring the cost to approximately \$5,000. COG staff is awaiting a trade-in figure from one bidder before selecting a vendor. On a motion by Gina Ash, seconded by Jennifer Naylor, it was unanimously

VOTED: To authorize the Executive Director to purchase a color plotter for a cost not to exceed \$6,000.

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

September 25, 2008

Letter from Susan A. Cable, First Selectman, Beacon Falls, to COGCNV mayors, first selectmen, and town managers inviting them to a Municipal Training Academy orientation session on Monday, October 20, 2008.

**3. United Way Annual Campaign**

Kristen Bulkovitch, President & Chief Professional Officer of the United Way of Greater Waterbury, gave an overview of United Way's 2008-2009 annual campaign and 2-1-1, which is a free, 24 hour, seven day a week informational referral hotline funded by United Way. 2-1-1 allows people to connect to services around Connecticut, including senior assistance and doctors. It also provides volunteer opportunities. Last year, 2-1-1 received more than 23,000 calls and 32,000 service requests from people in the Greater Waterbury area. The top three service requests to 2-1-1 last year were for utility/heating assistance, housing/shelter assistance, and outpatient mental health care. She stated that there are more needs than ever in the community.

As a senior volunteer for United Way, Mayor Jarjura's Operations Manager Joe Geary spoke about what community leaders can do to help municipal employees endorse the United Way concept. He spoke about organizing and coordinating a United Way drive. Both Ms. Bulkovitch and Mr. Geary asked for any and all support that could be given to the campaign, while still allowing employees to make their own personal choice. Susan Cable mentioned that employees who are unable to make a commitment should be encouraged to give whatever donation they can, as every little bit helps.

Sam Gold mentioned that COGCNV staff has been working with 2-1-1 to include human services transportation information. Within the next year, anyone within the 13 towns of the Central Naugatuck Valley Region should be able to call 2-1-1 and find out human services transportation information.

**4. DEMHS Region 5 - FY09 Spending Plan and Other Activities**

Virginia Mason spoke for Robert Kenny, DEMHS Region 5 Coordinator, who was unable to attend. 2007 funding is in the state system now and should be available shortly. Mr. Kenny sent a list of the 43 communities who have not completed their joint Memorandums of Agreement for the Stage II grants for Emergency Management and Homeland Security programs. Until DEMHS gets 75% of the state municipalities to sign Memorandums of Agreement, the money cannot be spent. The resolutions need to be sent to DEMHS. Ms. Mason will obtain new copies and will send them out to the municipalities that need them, once she receives them from DEMHS.

Notices of grant awards have been received from the state for 2008 grants. The level of funding is approximately the same. The application process will start in January and is being developed now.

For 2009, the DEMHS Planning/Grants Unit has requested that a wish list be developed by December 1. The major criticism of Connecticut's 2008 grant was that it was not specific enough. In order to develop this wish list, a meeting has been scheduled for emergency support function committees on October 24 at Southbury Training School.

For the Emergency Management Planning Grant (EMPG) application, Mr. Kenny will follow up individually with the towns that need assistance. He is currently working with eight towns. All the required grant paperwork must be submitted in order for him to offer assistance.

On October 30, there will be two training sessions on web (internet) emergency operations center (EOC) at the Southbury Training School, one during the day and one at night.

Additionally, a training session will be scheduled in February 2009 specifically designed for the Region 5 exercise.

On November 10, there will be a meeting of the Region 5 Regional Emergency Planning Team (REPT).

Ms. Mason will send out a memo or email to remind everyone of the dates and details of these meetings.

## 5. **Project Updates**

- a. *GIS Parcel Mapping Project* — Virginia Mason stated that for the eight towns COGCNV staff has worked with, the question often arises as to how to proceed once the information is finalized. Ms. Mason presented the consultant's fee schedule for maintenance for municipalities to go forward on an individual basis. Pricing includes annual updates and a web posting option. For the five municipalities not involved in the parcel mapping project, pricing would be different. Basically, municipalities are being offered an 18% discount if done as a group.
- b. *HomeCT* — Ms. Mason explained that this program came about in the spring of 2007, whereby new legislation was passed to set aside \$4 million in funding for municipalities to conduct housing assessment studies and plan housing zones in which 20% of the housing would be for affordable units. The affordable units would be for households earning less than 60% of the area's median income, or just under \$60,000 per year. The housing zone could be mixed use, single family, multi-family, or duplex. Applying for the grant and receiving the funds does not mean a municipality has to go ahead and implement the zone. COGCNV will provide application assistance and serve as the coordinator for towns who want to go ahead with the study. A meeting was held with Naugatuck, and a meeting with Woodbury zoning is scheduled to take place. Cheshire had also expressed interest. Thomaston has approved the concept.
- c. *Municipal Training Academy* — Susan Cable discussed the letter she had recently sent out to chief elected officials concerning the municipal training academy. She had hoped for a higher registration, and will make follow-up phone calls. She encouraged the chief elected officials to attend the orientation session on October 20. She noted that their attendance would provide an example for other municipal employees. There was discussion on expanding the training academy to include selectmen and others.
- d. *STP-U Highway Projects Schedule* — Joe Perrelli reviewed ConnDOT's revised time frame for the regional highway projects program, which extends to FY 2017. Improvements to highways in Oxford, Cheshire, Prospect, Waterbury, and Watertown are scheduled.

## 6. **Regional Business**

Susan Cable opened discussion on the annual COGCNV legislative meeting. The consensus was to invite the legislators to a COGCNV meeting, possibly in December, at a venue to be determined. The COGCNV Executive Committee will meet to work out details.

7. **Other**

Peter Dorpalen noted the new COGCNV brochure designed by GIS Coordinator Glenda Prentiss. The brochure gives an overview of COGCNV and the services it provides. Susan Cable suggested that a note of thanks be sent to Glenda for a job well done.

Samuel Gold discussed the 5<sup>th</sup> annual Tour de Farms which was recently held in the Naugatuck Valley. He said that the event is scheduled to be held in this region again next year. Following the event, there was a discussion concerning upcoming revisions to the King's Mark Resource Conservation Area Regional Plan. The plan, updated on a five year basis, is used by King's Mark and the regions and towns in the Kings Mark area of western Connecticut to apply for grant money and federal funds through the USDA. King's Mark will hold a meeting towards the end of the year concerning updates to the plan. Representatives from towns will be invited. Mr. Gold will provide updates on the meeting's time and place, and will obtain a copy of the draft document generated from the meeting.

Susan Cable reminded everyone of the conservation forum to be held on October 16 at Woodland Regional High School in Beacon Falls and invited all to attend.

8. **Adjournment** — At 12:50 p.m., on a motion by Gina Ash, seconded by Paul Hinckley, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by  
Lauren Rizzo  
Administrative Assistant

for

Michael Bronko  
Secretary