

MINUTES
Council of Governments of the Central Naugatuck Valley
Curtis House
506 Main Street South (Route 6)
Woodbury, CT
Friday, January 9, 2009, 12:00 Noon

COGCNV Members: 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, Mayor, Prospect; H. William Davis, First Selectman, Jennifer Naylor, Alternate, Southbury; Maura Martin, First Selectman, Robert Flanagan, Alternate, Thomaston; Theresa Caldarone, Alternate, Waterbury; Ruth Mulcahy, Alternate, Watertown; Thomas Dunn, Mayor, Wolcott; Paul Hinckley, First Selectman, Woodbury.

Speakers and Guests: Brian Dooley, New England GeoSystems; Dave Vaught, New England GeoSystems; Kristen Bulkovitch, United Way of Greater Waterbury; Carol Walter, Connecticut Coalition to End Homelessness; Dr. Mark Taylor, River Network Connection; Roy Cavanaugh, Director of Public Works, Watertown; Kenny Curran, Congressman Chris Murphy's Office; Robert Kenny, Region 5 Emergency Management Coordinator; Carol Nadeau, Town Assessor, Watertown.

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

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

Vice Chairman Tom Dunn called the meeting to order at 12:05 p.m. Those present recited the Pledge of Allegiance and the roll was called.

Woodbury First Selectman Paul Hinckley welcomed those in attendance to the Town of Woodbury and the historic Curtis House.

2. Administrative Items

a. Minutes of December 12, 2008 Meeting — On a motion by Robert Chatfield, seconded by Michael Bronko, it was unanimously

VOTED: To approve the minutes of the December 12, 2008 COGCNV meeting.

b. Financial Report — Peter Dorpalen reported that as of December 31, 2008 COGCNV was 50% through the fiscal year and had expended 44% of its operating budget. Of the total budget, including pass-through funds, 26% has been expended.

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

VOTED: To approve the financial report.

- c. *Audit Report* — Mr. Dorpalen reported that COGCNV is in compliance. There was one minor finding that a DEMHS grant had been kept open beyond the reporting period. This happened to allow towns that had not submitted an application for equipment the option to submit one.

On a motion by Paul Hinckley, seconded by Michael Bronko, it was unanimously

VOTED: To approve the audit report for FY 2007-08.

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

December 15, 2008	COGCNV memorandum requesting municipal shovel-ready transportation projects
December 17, 2008	Letter to ConnDOT Commissioner stating COGCNV's priorities for road improvement projects on the Route 69 corridor, in response to State Representative Selim Noujaim's request at the December COGCNV meeting
December 17, 2008	Letters to mayors and first selectmen notifying each municipality that its FY2010 COGCNV dues will remain the same as this year
December 18, 2008	Letter to Thomaston First Selectman notifying the town that it has been awarded housing assessment and incentive housing zoning plan of \$45,000
December 19, 2008	Letters to mayors and first selectmen notifying each municipality that its FY2010 COGCNV HHW administrative fee will remain the same as this year, plus a one-time PSI paint program fee of \$100.
December 22, 2008	Letters to State Senators and Representatives thanking them for participating in the December COGCNV meeting
December 22, 2008	Letters to State Senators and Representatives who were not able to attend transmitting the COGCNV legislative position statement
January 5, 2009	Letter from Federal Hwy Administration stating that ConnDOT and the RPOs need to cooperatively develop a list of shovel ready projects on the Federal-Aid highway system. To qualify, projects must have all engineering and permitting completed and have TIP approval, so that projects are ready to go within 90 to 180 days.
January 6, 2009	email from CCAPA reminding planning professionals that a 2001 public act gives municipalities the authority to jointly perform municipal functions (P.A. 01-117)

3. **Regional e-Waste Program - Authorization**

Jeff Cormier stated the regional e-waste program takes effect on July 1, 2009. It requires that each town establish a convenient and accessible collection program for its residents. DEP mailed the municipal applications to all towns in December. To reduce the amount of paperwork and the number of plans, DEP recommends that plans be submitted regionally instead of by town. Municipal e-waste plans should

be submitted to COGCNV by February 1, 2009 so that a regional plan can be prepared for DEP by March 1, 2009.

On a motion by Thomas Gormley, seconded by Michael Bronko, it was unanimously

VOTED: To authorize COGCNV to submit one regional e-waste plan application to DEP on behalf of the municipalities.

4. Economic Stimulus Package — Prioritized Shovel-Ready Transportation Projects

Peter Dorpalen reported that the recent COGCNV meeting on the economic stimulus package was well attended. The project ranking criteria and the project priority lists were discussed at the meeting, and recommended for COGCNV's approval. He complimented staff — Joe Perrelli, Sam Gold, and Jeff Cormier — for pulling together the project priority lists under a tight deadline.

Sam Gold summarized the process, noting that 60 shovel-ready projects had been received, totaling \$69.3 million. Forty near shovel-ready projects had also been submitted, totaling \$60.3 million. Mr. Gold elaborated on the criteria and ranking system used to prioritize the shovel-ready projects.

On a motion by Michael Bronko, seconded by Thomas Gormley, it was unanimously

VOTED: To approve the list and ranking of municipal shovel-ready transportation projects as compiled by COGCNV staff.

5. GIS Municipal Parcel Mapping: Where do we go from here?

a. Demonstration of Regional GIS Website — Brian Dooley of New England GeoSystems spoke about his work to prepare digital base data for COGCNV member towns. Foundation mapping is complete for Bethlehem, Thomaston, and Beacon Falls. It is about 60% complete for Cheshire and Middlebury. Naugatuck is approximately 30%-40% complete, and Wolcott is completing prep work.

Mr. Dooley said that once the project is complete, the question will be what the towns want to do with the information. Town assessors in the eight towns that participated will receive new digitally created assessor maps, available for public use. Additionally, the maps and data will be available on the internet in complete form by late spring. A beta form is currently available. This will be hosted by New England GeoSystems for six months for public comment. Mr. Dooley gave a demonstration of the parcel mapping website's capabilities. A link to this site is available through the COGCNV website.

b. Parcel Maintenance and Update — Robert Flanagan asked how the towns should proceed after the six months of web hosting expires. Mr. Dooley stated that it would be possible for the towns to group together as a COG and purchase one license, with COGCNV hosting the site internally, or the towns may opt to have New England GeoSystems continue hosting. Mr. Dooley also discussed update fees for keeping the data and maps current.

6. Project Updates

a. Emergency Planning — Virginia Mason spoke about the regional exercise planned for April. Since chief elected officials will be actively involved, it was agreed to schedule it for the morning of the April 2009 COG meeting. The regional exercise will end at 11:59 a.m., followed immediately by the COGCNV meeting and lunch.

Ms. Mason stated there is \$1.6 million available statewide, uncommitted for the FY08 grant. The emergency planning committee would like Ms. Mason to apply for that grant. This was endorsed by COGCNV members.

- b. *Social Service Client Software Training* — Peter Doralen said that training will take place on January 15 from 9 a.m. to 12 p.m. at Naugatuck Valley Community College. Town social service directors are encouraged to attend. This class is part of the Municipal Government Training Academy.
- c. *HomeCT* — Ms. Mason reported that the program was presented to Cheshire in December. She hopes to hear back from Cheshire by the end of January. Thomaston received its grant and is ready to go. The program will be presented to Watertown's planning and zoning commission and town council later this month. There has been no decision yet from Woodbury.

7. **Regional Business**

Homeless Initiative — Kristen Bulkovitch, President and Chief Professional Officer of the United Way of Greater Waterbury, introduced Carol Walter, Executive Director of the Connecticut Coalition to End Homelessness. Ms. Walter presented data on the number of homeless individuals and families from each of the COGCNV member towns. She stated that United Way of Greater Waterbury is partnering with the City of Waterbury to develop a 10 year plan to end homelessness in the region. Strategic plans are being developed to address increased needs as the homeless population grows. Ms. Bulkovitch invited municipal leaders to contact her or Ms. Walter for further information or to become a part of the planning process.

8. **Other**

- a. *Profile of the CNVR* — The yearly report on statistics and trends for the region is complete with data through 2007. Administrative Assistant Lauren Rizzo prepared this year's edition of the report.
- b. *Annual Report* — As required by state statutes, the annual report is now complete. The report, prepared by Regional Planner Joe Perrelli, has a new format using desktop publishing software.
- c. *Regional Roundtable Topics* — Mr. Dorpalen discussed a memorandum prepared with the Regional Planning Commission. The RPC is serving as COGCNV's regional roundtable committee. The memo lists major regional projects and recommendations, and will be the basis for future discussions.
- d. *Greater Waterbury Transit District* — On behalf of Dr. Yvonne Smith-Isaac, who was unable to attend the meeting, Sam Gold stated that municipal grant money that the GWTD receives from the state is dependent upon current spending levels for elderly transportation. If that level of spending is reduced, the state municipal grant will be reduced for the GWTD. Dr. Smith-Isaac would like towns to be cognizant of that when municipal budgets are set.

9. **Adjournment** - at 12:57 p.m., on a motion by Paul Hinckley, seconded by Jeff Hamel, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Lauren Rizzo
Administrative Assistant

for

Michael Bronko
Secretary