

**MINUTES**  
**Council of Governments of the Central Naugatuck Valley**

Juniper's Restaurant  
1383 Whittemore Road  
Middlebury, CT 06762  
Friday, March 13, 2009, 12 Noon

**COGCNV Members:** Susan Cable, First Selectman, Karen Wilson, Alternate, Beacon Falls; Jeff Hamel, First Selectman, Bethlehem; Jerry Sitko, Alternate, Cheshire; Joseph Salvini, Alternate, Middlebury; Michael Bronko, Mayor, Naugatuck; Gina Ash, Alternate, Prospect; Bill Davis, First Selectman, Southbury; Maura Martin, First Selectman, Thomaston; Terry Caldarone, Alternate, Waterbury; Roy Cavanaugh, Alternate, Watertown; Tom Dunn, Mayor, Wolcott; Paul Hinckley, First Selectman, Charles Bartlett, Alternate, Woodbury.

**Speakers and Guests:** James Redeker, Bureau Chief, Public Transportation, ConnDOT; Ed Edelson, Director, Pomperaug River Watershed Coalition; Kate Novick, Managing Director, Gradient Planning, LLC; Claudia Tata, Administrative Manager, Middlebury; Kenny Curran, Congressman Chris Murphy's Office; Grayson Wright, ConnDOT; Paul Nonnemacher, CRRA.

**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**

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

**2. Administrative Items**

- a. *Minutes of February 26, 2009 Meeting* — On a motion by Paul Hinckley, seconded by Mike Bronko, it was unanimously

VOTED: To approve the minutes of the February 26, 2009 COGCNV meeting.

- b. *Financial Report* — Peter Dorpalen reported that as of the end of February, COGCNV was 66% through the fiscal year and had expended 57% of its operating budget. Of the total budget, including pass-through funds, 39% has been expended.

On a motion by Mike Bronko, seconded by Jerry Sitko, it was unanimously

VOTED: To approve the financial report.

- c. *Benefits for Permanent Part-Time Employees* — Peter Dorpalen stated that he had conducted a survey of Connecticut's regional planning organizations in November 2008, and found that of the 11 that responded, eight provided some form of benefit to their permanent part-time employees, the most common being leave benefits. COGCNV does not offer any benefits to permanent part-time staff.

In its November 2008 meeting, the COGCNV Executive Committee recommended leave benefits (vacation, sick leave, and holidays) be provided to COGCNV permanent part-time employees, as

long as the budget could support the increased cost. The yearly cost of these leave benefits is estimated to be about \$12,000, bringing COGCNV's estimated federal indirect rate from 128% to 133%. The leave benefits would be an option to pension benefits and would be pro-rated to 20 hours per week.

On a motion by Gina Ash, seconded by Mike Bronko, it was unanimously

VOTED: To approve leave benefits for permanent part-time employees of COGCNV.

d. *Lease Renewal* — Peter Dorpalen said COGCNV's landlord is willing to renegotiate the lease. Mr. Dorpalen proposes to offer the landlord a 0% increase over existing rent for a three year period, with an additional two years of renewal at COGCNV's option.

e. *Correspondence* — Peter Dorpalen summarized recent correspondence:

February 26, 2009	Transmittal of regional e-waste plan application to DEP (prepared by Jeff Cormier).
March 4, 2009	Letter to Mayor Jarjura notifying the City that ConnDOT approved its local road accident reduction project, Washington Street and Sylvan Avenue.
March 4, 2009	Email to Executive Committee on proposed benefits for permanent part-time employees.
March 4, 2009	Letter to area legislators from COGCNV mayors, first selectmen, and town managers requesting support for OPM funding to RPOs in next year's state budget.
March 5, 2009	Email to town officials inviting them to a meeting on the reauthorization of the federal transportation act with Congressman Chris Murphy.
March 5, 2009	Email from Joe Perrelli on next steps on Stimulus transportation projects.
March 9, 2009	Email to COGCNV members, town planners, and public works directors in Waterbury, Middlebury, Oxford, and Southbury notifying them of the start of the environment impact study for I-84 from Waterbury to the New York state line.

3. **Economic Stimulus Package — Local Shovel-Ready Transportation Projects: Status and Priorities**

Joe Perrelli reviewed Memorandum 03032009ARRA, 2009 Economic Recovery Program — Highway and Bridge Funding, the latest version of the priority list (List 1) developed by COGCNV staff in conjunction with municipal officials, and a sheet indicating the ratings for each project (Table 1). Additionally, Tables 2 and 3 of the memo indicated the proportional distribution of funds, which are to be used as a guide to indicate appropriate funding amounts per municipality. Figures were based on the Surface Transportation Program-Urban (STP-U) formula and ConnDOT's preliminary estimates of stimulus suballocation to the region. Additionally, a final priority list (List 2) used the STP-U formula to create a financially constrained list of projects throughout the region. It included a list of substitute

projects to be considered if a project fails to move forward in a timely fashion. Mr. Perrelli stated that the amounts listed are estimates, subject to revision, and should be used as a guide only.

On a motion by Gina Ash, seconded by Mike Bronko, with Susan Cable and Maura Martin abstaining, it was

VOTED: To approve List 2 (of Memorandum 03132009ARRA) of priority projects with substitutes and estimated funding amounts for submission to ConnDOT pending an update of the funding amounts and review by the Chief Elected Officials of the 13 towns. Unless objections are received, the project list will move forward based on the new numbers. Subject to COGCNV approval, other projects from List 1 may be forwarded to ConnDOT as needed.

4. **Elimination of State Regional Planning Funding in Governor's Budget**

Peter Dorpalen thanked COGCNV mayors, first selectmen, and town managers for signing the letter to area legislators requesting support for OPM funding to RPOs in next year's state budget.

5. **Transportation Improvement Program Amendments**

Jeff Cormier said that there were two March 2009 amendments to the 2007-2011 Transportation Improvement Program.

The first amendment deletes Watertown's Sylvan Lake Road reconstruction project (Project No. 0153-0112). The second amendment is statewide — Traffic signal design at various locations, Design (Project No. 0170-2854). On a motion by Jerry Sitko, seconded by Gina Ash, it was unanimously

VOTED: To approve the March 2009 amendments to the 2007-2011 Transportation Improvement Program.

6. **GIS Municipal Parcel Mapping — Parcel Maintenance and Update**

Virginia Mason discussed GIS maintenance services and fees, as outlined in a memo from New England GeoSystems. Several towns indicated interest in the New England GeoSystems proposal.

7. **Rail Parking Task Force**

James Redeker, Bureau Chief, Bureau of Public Transportation, ConnDOT, spoke about commuter rail and bus operations in Connecticut and funding resources for these programs. He discussed the creation of a parking task force to work on railway parking problems. The task force will identify the existing problems and work on recommendations, both short term and long term. Peter Dorpalen said that COGCNV staff would be willing to work on the task force.

8. **Pomperaug Watershed Drought Exercise - Application to Other Watersheds in the Region**

Ed Edelson, Director of the Pomperaug River Watershed Coalition, described the Extreme Drought Tabletop Exercise that was recently conducted. This exercise allowed participants to experience what a severe drought could mean from an environmental, health, economic, social, and political perspective.

Kate Novick, Managing Director of Gradient Planning, LLC, who conducted the exercise, spoke about water allocation and ownership. She explained that the purpose of the exercise was to determine if the existing local and state legal, regulatory and administrative frameworks are adequate for dealing with a severe drought, and to identify any specific changes that should be implemented. She discussed findings from the exercise and corrective actions required.

9. **Project Updates**

- a. *Emergency Planning* — Virginia Mason said the regional emergency exercise will take place on April 17, 2009. She also reported that the Emergency Planning Committee met recently to identify funding needs. The EPC would also like to seek funding for a resource coordinator.
- b. *Pre-Disaster Mitigation Plans* — Ms. Mason said that Beacon Falls and Middlebury have adopted their pre-disaster mitigation plans. Meetings with Naugatuck and Southbury concerning their plans will take place soon.
- c. *Bus Route Ridership Survey* — Sam Gold reported that four individuals have been trained to conduct bus rider counts using Palm Pilots. The actual bus rider counts will begin shortly.
- d. *Naugatuck River Greenway* — Sam Gold said that March 13 was the deadline for consultants to submit their responses to COGCNV's RFQ for the Regional Naugatuck River Greenway Routing Study. The selection committee will begin reviewing the RFQs next week.
- e. *HomeCT Program* — Ms. Mason stated that the RFP for Thomaston's housing assessment and incentive housing zone plan would be going out next week. Watertown had applied, but applications have been put on hold for the program until at least April. Woodbury has not made a decision yet.

10. **Regional Business**

Peter Dorpalen gave examples of possible regional incentive grant projects. Susan Cable suggested that the towns come up with additional ideas of how they might work together on a regional basis. Tom Dunn spoke about the possibility of towns sharing certain pieces of equipment.

11. **Other**

Virginia Mason said a land use planning seminar with Randall Arendt is scheduled for April 20. Peter Dorpalen reminded everyone of the meeting with Congressman Chris Murphy scheduled for March 16. Sam Gold said a meeting of NWCT LOCHSTP will be held on March 23. Joe Perrelli stated that ConnDOT is working on their long range transportation plan and a meeting will be held in Waterbury on April 1. Glenda Prentiss mentioned that space is still available for the GIS class, funded through the municipal training academy, which will be held on March 18.

12. **Adjournment** — At 1:35 p.m., on a motion by Maura Martin, seconded by Mike Bronko, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by  
Lauren Rizzo  
Administrative Assistant

for

Michael Bronko  
Secretary