

MINUTES
Council of Governments of the Central Naugatuck Valley
Black Rock Tavern & Restaurant
78 Main Street
Thomaston, CT 06787
Friday, May 8, 2009, 12 Noon

COGCNV Members: Susan Cable, First Selectman, Karen Wilson, Alternate, Beacon Falls; Jeff Hamel, First Selectman, Bethlehem; Jerry Sitko, Alternate, Cheshire; Tom Gormley, First Selectman, Middlebury; Tamath Rossi, Alternate, Naugatuck; Herman Schuler, Alternate, Oxford; Robert Chatfield, Mayor, Prospect; Bill Davis, First Selectman, Southbury; Maura Martin, First Selectman, Thomaston; Paul Hinckley, First Selectman, Woodbury.

Speakers and Guests: Roy Cavanaugh, Watertown; Larry Hutvanger, Middlebury; Bob Kenny, DEMHS; Jennifer March-Wackers, Capitol Region Council of Governments; James Morrin, ConnDOT; Steve Livingston, ConnDOT, Grayson Wright, ConnDOT.

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

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

Chairman Susan Cable called the meeting to order at 12:10 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 April 17, 2009 Meeting*— On a motion by Robert Chatfield, seconded by Paul Hinckley, it was unanimously

VOTED: To approve the minutes of the April 17, 2009 COGCNV meeting.

- b. *Minutes of April 23, 2009 Executive Committee Meeting*— On a motion by Robert Chatfield, seconded by Paul Hinckley, it was unanimously

VOTED: To approve the minutes of the April 23, 2009 Executive Committee meeting.

- c. *Financial Report*— Peter Dorpalen reported that as of the end of April, COGCNV was 83% through the fiscal year and had expended 70% of its operating budget. Of the total budget, including pass-through funds, 53% has been expended.

On a motion by Tamath Rossi, seconded by Jerry Sitko, it was unanimously

VOTED: To approve the financial report.

- d. *Lease Renewal*— Peter Dorpalen reported on lease negotiations with the landlord of COGCNV's office space. The landlord has agreed to a two year lease, with no rent increase for the first year, but an increase for the second year.

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

VOTED: To authorize Executive Director Peter Dorpalen to enter into a two year lease agreement with the landlord of COGCNV's office space, with a 0% increase for year one and no more than a 1% increase for year two.

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

- April 17, 2009 Letter transmitting proposed lease for renewal of COGCNV office lease to Marvin Beinhorn of BPS Waterbury Holdings
- April 20, 2009 Letter to ConnDOT with COGCNV's regional priorities for FTA Section 5310 minibus grants
- April 29, 2009 Email from Jeff Cormier to OPM transmitting updated sewer line mapping for the ten municipalities with public sewer systems, to complete an OPM sewer mapping grant
- April 29, 2009 Email from Joe Perrelli to Congressman Chris Murphy's office transmitting three transportation reauthorization project applications, with support letters from Waterbury, Middlebury, and Southbury
- May 1, 2009 Letter from OPM extending the Regional Performance Incentive Grant for the municipal training academy to December 31, 2009
- May 5, 2009 Letter from Virginia Mason resigning from the PRWC Board of Directors and Land Use Committee
- May 5, 2009 Letter from Oxford First Selectman Mary Ann Drayton-Rodgers appointing Herman Schuler as Oxford's Alternate for the May 8, 2009 COGCNV meeting
- May 6, 2009 Letter to Bob Mezzo congratulating him on his election as mayor of Naugatuck

- f. *Appointment of a Secretary for Balance of Fiscal Year* — Susan Cable nominated Robert Chatfield to act as Secretary of COGCNV for the balance of the fiscal year, in the absence of Mike Bronko. On a motion by Tom Gormley, seconded by Jerry Sitko, it was unanimously

VOTED: To appoint Robert Chatfield as COGCNV Secretary for the balance of the fiscal year, effective May 16, 2009.

3. **FY 2009-10 COGCNV Budget**

Peter Dorpalen reviewed FY 2009-10 projected income and expenses, and presented the budget recommended by the Executive Committee at its April 23 meeting. On a motion by Robert Chatfield, seconded by Paul Hinckley, it was unanimously

VOTED: To approve the FY 2009-10 COGCNV budget.

4. **Emergency Planning Actions**

- a. *COGCNV as Fiduciary for DEMHS Region 5* — Peter Dorpalen explained COGCNV's role as DEMHS Region 5 fiduciary. On a motion by Robert Chatfield, seconded by Tom Gormley, it was unanimously

VOTED: To send a letter to DEMHS stating that COGCNV will serve as the fiduciary agent for the FY 2008 DEMHS Region 5 program.

- b. *Memorandum of Agreement: DEMHS Regions 1 & 5* — Following a brief explanation by Peter Dorpalen, on a motion by Robert Chatfield, seconded by Paul Hinckley, it was unanimously

VOTED: To authorize Chairman Susan A. Cable to sign an MOU/MOA between DEMHS, the Town of Redding, and the City of Bridgeport for the distribution of \$125,000 for a Fairfield County Police Radio System, as approved in the 2007 grant.

- c. *Appointment of a Second Alternate for the DEMHS Region 5 Steering Committee* — Peter Dorpalen explained that neither COGCNV's representative nor the alternate would be able to attend the DEMHS Region 5 steering committee meeting. In lieu of them, authorization was sought to appoint Naugatuck Police Chief Chris Edson as second alternate for COGCNV. On a motion by Maura Martin, seconded by Paul Hinckley, it was unanimously

VOTED: To appoint Naugatuck Police Chief Chris Edson as the Second Alternate for COGCNV's representative, Charles Rutledge.

- d. *Consultant Agreement with Barbara Buddington* — Peter Dorpalen stated that the steering committee has been working on the 2008 DEMHS Region 5 spending plan with consultant Barbara Buddington. A second draft will be presented for endorsement at the May 11 steering committee meeting. The spending plan will then be circulated to the chief elected officials for their approval at the June 8 REPT meeting. As currently envisioned, the 2008 funding plan includes \$112,000 for the I-84/Route 8/Route 7 diversion plan. On a motion by Paul Hinckley, seconded by Jeff Hamel, it was unanimously

VOTED: To continue the consultant agreement with Barbara Buddington for DEMHS Region 5 planning services.

5. **I-84/Route 8 Interchange Study — Recommendation of a Preferred Alternative (Alt. 7 or 8)**
James Morrin, ConnDOT, presented near-term actions and long-term full build alternatives from the short list developed from the I-84 and Route 8 Needs and Deficiencies Study. Following discussion, the consensus was to wait until next month before voting on a preferred alternative, in order to allow COGCNV members further time to study the options and receive input from Waterbury.
6. **CRCOG Electricity Consortium and Cooperative Purchasing**
Jennifer March-Wackers of the Capitol Region Council of Governments gave an overview of reverse auctions and the procurement process for energy supplies. She discussed the Capitol Region Purchasing Council and the volume based discounts it is able to solicit for towns, BOE's, and agencies within the Capitol Region and beyond. She invited COGCNV members to contact her for further information as to how they might also participate in CRPC activities. Ms. March-Wackers will send Peter Dorpalen a letter explaining the membership fee if towns join CRPC regionally through COGCNV.
7. **Project Updates**
 - a. *Emergency Planning* — Bob Kenny, DEMHS Region 5 Coordinator, spoke about the REPT steering committee meeting scheduled for May 11 and other upcoming emergency management events. It is anticipated that the MOA process will soon be streamlined to a single MOA.
 - b. *GIS Municipal Parcel Mapping* — Peter Dorpalen reported that the project is going well. Cheshire and Wolcott are being worked on; some work remains to be done for Oxford.
 - c. *ARRA — Status of Local Shovel-Ready Transportation Projects* — Joe Perrelli said that work continues with ConnDOT. A memo was received from ConnDOT's engineering division stating that one project in Middlebury was approved. A transportation planning meeting is scheduled for May 21 to discuss unexpended funds. COGCNV is working with Congressman Chris Murphy's office on requests for earmarks submitted through the SAFETEA-LU reauthorization bill.

- d. *Bus Route Ridership Survey* — Sam Gold said the project is going well, with weekday counts nearly complete. Weekend counts are in progress. An expansion is planned to study the J bus which goes to Cheshire and New Haven.
- e. *LOCHSTP Proposals* — Sam Gold stated that a few projects have been recommended for funding, including expanded transportation for medical trips from towns of the Greater Waterbury Transit District to medical facilities outside the immediate region. Additionally, transportation referrals are planned through United Way's 211 Hotline.
- f. *Naugatuck River Greenway* — Sam Gold said the consultant selection committee interviewed four well qualified firms for the Naugatuck River Greenway routing study. The committee will have a consultant recommendation for COGCNV soon. On a motion by Jerry Sitko, seconded by Tamath Rossi, it was unanimously

VOTED: To authorize Executive Director Peter Dorpalen to select a consulting firm to conduct the Regional Naugatuck River Greenway Routing Study based upon the recommendation of the consultant selection committee.

Additionally, on a motion by Jerry Sitko, seconded by Tamath Rossi, it was unanimously

VOTED: To authorize Chairman Susan A. Cable to act on behalf of the Council of Governments of the Central Naugatuck Valley in negotiating and executing all appropriate and necessary contractual instruments with the consulting firm selected to conduct the Regional Naugatuck River Greenway Routing Study.

- g. *HomeCT Program* — Peter Dorpalen reported that COGCNV will oversee the HomeCT project for Thomaston, pending funding. On a motion by Tom Gormley, seconded by Jeff Hamel, it was unanimously

VOTED: To authorize Chairman Susan A. Cable or Executive Director Peter Dorpalen to sign an MOU with Thomaston for assistance in administering the housing incentive zone plan with HomeCT.

8. **Regional Business**

There was no regional business to report.

9. **Other**

Joe Perrelli spoke about a federal funding opportunity with the Economic Development Administration. Questions about economic development projects related to infrastructure may be directed to either the EDA or Mr. Perrelli.

- 10. **Adjournment** — At 1:30 p.m., on a motion by Tom Gormley, seconded by Jeff Hamel, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Lauren Rizzo
Administrative Assistant

for

Michael Bronko
Secretary