

**MINUTES**  
**Council of Governments of the Central Naugatuck Valley**  
Signature's Restaurant  
24 Leavenworth Street  
Waterbury, CT 06702  
12:00 Noon, Friday, June 8, 2012

**COGCNV Members:** Jerry Smith, First Selectman, Dominick Sorrentino, Alternate, Beacon Falls; Jeff Hamel, First Selectman, Bethlehem; Ed St. John, First Selectman, Joseph Salvini, Alternate, Middlebury; Bob Mezzo, Mayor, Naugatuck; Bob Chatfield, Mayor, Tom Galvin, Alternate, Prospect; Ed Edelson, First Selectman, Southbury; Ron Pugliese, Alternate, Waterbury; Darlene Tynan, Alternate, Wolcott; Jerry Stomski, First Selectman, Woodbury.

**Speakers and Guests:** Diane Ploch, Waterbury Region Arts and Culture Collaborative; Yvonne Smith-Isaac, M.D.; Barbara Kalosky, Maria Vaccarelli, North East Transportation; Larae Graham; Kay Campbell; John DiCarlo, Waterbury Regional Chamber; Lisa Carew, Watertown; Bill Mason; Rose Ellen Theriault, Rose M. Theriault; Lou Mangini, Will Greco, Congresswoman Rosa DeLauro's office, Edgar Wynkoop, CTDOT.

**Staff:** Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Samuel Gold, Senior Planner; Joe Perrelli, Senior Planner; Glenda Prentiss, GIS Coordinator; Mark Berube, GIS Planning Assistant; Patricia Bauer, Financial Manager; Lauren Rizzo, Administrative Assistant.

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

Chairman Bob Mezzo called the meeting to order at 12:07 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 the May 11, 2012 Meeting and May 2, 2012 Executive Committee Meeting* — on a motion by Bob Chatfield, seconded by Jerry Stomski, it was unanimously

VOTED: To approve the minutes of the May 11, 2012 meeting and the May 2, 2012 Executive Committee meeting.

- b. *Financial Report, including FY2011-12 Budget Revisions* — On a motion by Bob Chatfield, seconded by Jerry Stomski, it was unanimously

VOTED: To approve the financial report, including the FY2011-12 budget revisions.

- c. *Office Space Status* — Peter Dorpalen said staff continues to look for new office space. One possible location is at 49 Leavenworth Street. He discussed some requirements of a lease proposal and details of the possible arrangement. Any COG members interested in viewing the space were invited to take a tour at the conclusion of the meeting. As COG typically does not meet during the summer months, Mr. Dorpalen suggested the Executive Committee be authorized to negotiate and approve a possible lease, should the committee feel conditions are appropriate, and that the Executive Director be authorized to enter into

a lease. On a motion by Bob Chatfield, seconded by Jeff Hamel, it was unanimously

VOTED: To authorize the Executive Committee to negotiate and approve a lease for office space at the proposed site or any other site; and if negotiations are successful, to authorize the Executive Director to enter into a lease for office space at the approved site.

d. *Correspondence* — Peter Dorpalen summarized recent correspondence

Undated	Proposal for office space at 49 Leavenworth Street
May 14, 2012	Email from Peter Dorpalen to COGCVN explaining the procedures for the review of municipal projects seeking COG support
May 21, 2012	Email to COGCVN members of a June 14, 2012 workshop on Implementing Public-Private Partnerships in Connecticut at CCSU
May 21, 2012	Email from Sam Gold to Bob Mezzo explaining the different components of GWTD funding in response to questions from Naugatuck's Finance Committee.

3. **Nominating Committee Report and Election of Officers**

Peter Dorpalen reported that the Nominating Committee, consisting of Tom Dunn, Ed Mone, and Jerry Smith, recommends the current officers and executive committee members as the slate for Fiscal Year 2012-13:

**Officers:**

Chairman	Robert Mezzo
Vice Chairman	Jeffrey Hamel
Treasurer	Robert Chatfield
Secretary	Edmond Mone

**Executive Committee:** Thomas Dunn  
Ed Edelson  
Neil O'Leary

On a motion by Ed Edelson, seconded by Jeff Hamel, it was unanimously

VOTED: To approve the recommendation of the Nominating Committee for officers and Executive Committee members for Fiscal Year 2012-13.

4. **Duncan M. Graham Regional Leadership Awards**

Peter Dorpalen explained the purpose and history of the award. Recipients are individuals who, over an extended period of time, have displayed contributions to a significant multi-town cause. The award was presented to Cindy Hunt-Stowell, open space advocate (the award was accepted on her behalf by Ed Edelson), Yvonne Smith-Isaac, M.D., Chairman of the Greater Waterbury Transit District, and Virginia Mason, Assistant Director of COGCNV. Bob Chatfield and Ed St. John commended Virginia Mason for her regional planning work.

**5. Administrative Actions**

- a. *COGCNV Budget: FY2012-13* — Chairman Bob Mezzo noted that the budget was discussed at the May COGCNV meeting. On a motion by Ed St. John, seconded by Jerry Stomski, it was unanimously

VOTED: To approve the COGCNV budget for fiscal year 2012-13, as outlined in Memorandum 051012B.

- b. *COGCNV Work Program* — Peter Dorpalen reviewed the COGCNV Work Program for FY2012-13. Components include: transportation planning, comprehensive planning, coordination and technical assistance, open space planning, water planning, economic development, emergency planning, household hazardous waste, and general administration. On a motion by Ron Pugliese, seconded by Jerry Smith, it was unanimously

VOTED: To approve the FY2012-13 COGCNV Work Program.

- c. *Capital Region Purchasing Council* — Peter Dorpalen stated that ten of the region's thirteen municipalities participated in the CRCOG cooperative purchasing program. By having COGCNV serve as the regional administrator, CNVR municipalities pay a reduced annual fee of \$500. On a motion by Ed St. John, seconded by Jerry Stomski, it was unanimously

VOTED: To authorize COGCNV to administer the Capitol Region Cooperative Purchasing Program for CNVR municipalities.

**6. Transportation Planning**

- a. *Transportation Improvement Program Amendments* — Joe Perrelli summarized the June 2012 amendments to the 2010-2013 Transportation Improvement Program, as outlined in Memorandum 060112TIP. On a motion by Bob Chatfield, seconded by Ed Edelson, it was unanimously

VOTED: To approve the June 2012 amendments to the 2010-2013 Transportation Improvement Program listed in Memorandum 060112TIP.

- b. *Local Road Accident Reduction Projects – Priority List* — Joe Perrelli said the LRARP funds

safety-related local road projects through CTDOT's Federal Hazard Elimination Program. The LRARP is intended for improvements with construction costs ranging from \$50,000 to \$370,000. Total cost of the project should not exceed \$500,000. Municipalities are responsible for all design and rights-of-way costs and 10% of construction costs. This year, COGCNV received only one proposal (Watertown). On a motion by Jeff Hamel, seconded by Ed Edelson, it was unanimously

VOTED: To approve the Local Road Accident Reduction Program proposal as presented in Memorandum 060512 for submittal to the Connecticut Department of Transportation for review and ranking under the Local Road Accident Reduction Program 2012.

- c. *Public Participation Plan* — Joe Perrelli reported that the public comment period for COGCNV's updated Public Participation Plan (PPP) and Title VI Policy Statement ended on May 31, 2012. These documents outline COGCNV's efforts to encourage public involvement in the transportation planning process and to ensure that no person is excluded from participating in the process on the basis of race, color, or national origin. The federal transportation act, SAFETEA-LU, requires that states and metropolitan planning organizations (MPO) incorporate public involvement into the planning process. Title VI requires that no person is excluded from participation or otherwise discriminated against on the basis of race, color, or national origin.

The draft public participation plan and Title VI policy statement were available online and at the offices of municipal clerks in the region for a 45-day public comment period beginning Monday, April 16, 2012. Copies of these documents were available in both English and Spanish. Public informational meetings were held at the COGCNV office on April 26 and May 1. A summary of the comments that were received appears in the appendix to the PPP.

On a motion by Jerry Stomski, seconded by Ed Edelson, it was unanimously

VOTED: To approve the updated Council of Governments of the Central Naugatuck Valley's Public Participation Plan and Title VI Policy Statement.

## 7. **Waterbury Region Arts and Culture Collaborative**

Diane Ploch, Administrator of the Waterbury Region Arts and Culture Collaborative said the organization is a non-profit arts agency under the auspices of the Greater Waterbury Chamber of Commerce Foundation, and serves individual artists, performers, arts and cultural venues/organizations and their audiences. The Collaborative was created to strengthen and support the arts in the Waterbury region as a central component of furthering economic and cultural development and to enhance the quality of life for residents. The goals of the organization are to enlist all regional arts and cultural organizations as participating members

of the Collaborative, to implement a region-specific strategic plan developed to address the mission of the Collaborative, to share marketing and promotional activities, and to foster cooperation among arts and cultural organizations in the greater Waterbury region. She invited those in attendance to contact her for further information.

## 8. Emergency Planning

- a. *Transfer of Fiduciary Responsibility - August 1, 2012* — Virginia Mason said that as COGCNV is ending its role as lead fiduciary agency for DEMHS Region 5 as of July 31, 2012, it is necessary to execute certain documents concerning the assignment of COGCNV's FFY 2010 lead agency role and responsibilities. On a motion by Ed Edelson, seconded by Ron Pugliese, it was unanimously

VOTED: To approve the assignment of COGCNV's FFY 2010 lead fiduciary agency role and responsibilities and obligations for DEMHS Region 5 to the Litchfield Hills Council of Elected Officials as of July 31, 2012; and to authorize Chairman Robert Mezzo and/or Executive Director Peter Dorpalen to execute any and all contractual agreements concerning the assignment, including contractual agreements with DEMHS, LHCEO, the other regional planning organizations in DEMHS Region 5, and Russell Phillips and Associates.

- b. *Memorandum of Understanding on DEMHS Region 5 RPO Responsibilities* — Virginia Mason said authorization is necessary for Executive Director Peter Dorpalen to enter into a Memorandum of Understanding among the Coordinating Regional Planning Organization (RPO) for the Litchfield Hills Council of Elected Officials and its partner RPOs: Central Connecticut Regional Planning Agency, Council of Governments of the Central Naugatuck Valley, Housatonic Valley Council of Elected Officials, Litchfield Hills Council of Elected Officials, and Northwestern CT Council of Governments. The purpose of the MOU is to delineate the roles of the parties to facilitate and accomplish the goal of enhanced regional emergency planning within Region 5 of the CT Department of Emergency Management and Homeland Security (DEMHS), through coordinated support of the activities of the Regional Emergency Planning Team regarding functions and responsibilities for DEMHS Region 5 under the FFY 2011 Homeland Security REPT Grant Program. On a motion by Jerry Stomski, seconded by Ed Edelson, it was unanimously

VOTED: To authorize Executive Director Peter Dorpalen to enter into a Memorandum of Understanding regarding: Function and Responsibilities for DEMHS Region 5 Under FFY 2011 Homeland Security REPT Grant Program.

On a motion by Jerry Stomski, seconded by Jeff Hamel, it was unanimously

VOTED: To add Item 8c, Extension of DEMHS FY09 Grant to the agenda.

- c. *Extension of DEMHS FY09 Grant* — Virginia Mason said the state has extended the 2009 grant until November 1; and COGCNV, as fiduciary, needed to permit Bob Mezzo to sign the extension. On a motion by Ron Pugliese, seconded by Ed Edelson, it was unanimously

VOTED: To authorize Chairman Robert Mezzo to sign the 2009 grant extension.

9. **Regional Business**

Peter Dorpalen reported that Oxford First Selectman George Temple was interested in knowing if COG members were interested in pursuing the Benedetti pavement recycling device.

10. **Other**

- a. *State Conservation and Development Policies Plan Public Hearing* — Virginia Mason said a public hearing concerning the State Conservation and Development Policies Plan would be held at Waterbury City Hall on June 12.

On a motion by Jerry Stomski, seconded by Ed Edelson, it was unanimously

VOTED: To add Item 11 — Support for Oxford Open Space to the agenda

11. **Support for Oxford Open Space** — Virginia Mason said that after the last COGCNV meeting, Oxford had approached COGCNV about support for its acquisition of open space at 429 Quaker Farms Road, connecting to the existing Posy Plank Park. Locating the parcel on the map display, Mason reported that the property, approximately 47 acres, was shown as Rural Conservation on the 2008 Regional Plan of Conservation and Development. On a motion by Ed St. John, seconded by Bob Chatfield, it was unanimously

VOTED: To support Oxford's application for the Open Space and Water Resources open space grant from the Department of Energy and Environmental Protection.

12. **Adjournment**

At 1:00 p.m., on a motion by Jeff Hamel, seconded by Ron Pugliese, it was unanimously

VOTED: To adjourn the meeting.

A tour of the potential office space at 49 Leavenworth Street took place following the meeting.

Respectfully submitted by

Lauren Rizzo  
Administrative Assistant

for

Edmond Mone  
Secretary

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