

**MINUTES**  
**Council of Governments of the Central Naugatuck Valley**  
Southbury Town Hall – Room 205  
501 Main Street South  
Southbury, CT 06488  
12:00 Noon, Friday, October 12, 2012

**COGCNV Members:** Rich Minnick, Alternate, Beacon Falls; Ed St. John, First Selectman, Joseph Salvini, Alternate, Middlebury; Bob Mezzo, Mayor, Naugatuck; Joanne Pelton, Alternate, Oxford; Tom Galvin, Alternate, Prospect; Ed Edelson, First Selectman, Southbury; Ron Pugliese, Alternate, Waterbury; Ray Primini, Town Council Chairman, Watertown; Tom Dunn, Mayor, Wolcott.

**Speakers and Guests:** John Brantley, Outreach Coordinator, Marsha Aarons, CT-Rides; Eugene Colonese, Public Transportation Administrator, Office of Rail, CTDOT; John DiCarlo, Waterbury Regional Chamber; Barbara Kalosky, North East Transportation; Edgar Wynkoop, CTDOT; Tom Crowe, Public Works Director, Barry Rickert, Fire Marshal, Carol Hubert, Chief of Staff, Southbury; Kathy McNamara, Grants Administrator, Waterbury.

**Staff:** Peter Dorpalen, Executive Director; Samuel Gold, Senior Planner; Joseph Perrelli, Senior Planner; Patrick Gallagher, Regional Planner; Glenda Prentiss, GIS Coordinator, Trish Bauer, Financial Manager; Lauren Rizzo, Administrative Assistant.

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

Chairman Bob Mezzo called the meeting to order at 12:06 p.m. Those in attendance recited the Pledge of Allegiance and the roll was called. There was no public comment.

**2. Administrative Items**

- a. *Financial Report* — Peter Dorpalen reported that as of September 30, 2012, COGCNV was 25% through the fiscal year and had expended 21% of its operating budget. Including pass-through funds, 20% of the total budget has been expended. All municipal dues have been received for fiscal year 2012-2013. On a motion by Rich Minnick, seconded by Tom Dunn, it was unanimously

VOTED: To approve the financial report.

- b. *New Office Space Lease* — Peter Dorpalen said the new office space lease was received late last week, although it is not yet complete. COGCNV is in the process of obtaining quotes for various aspects of the move. Once the final lease is received and reviewed, it will be turned over to COGCNV's attorney for final review. Waterbury's Economic Development Director, Ron Pugliese, praised and supported the move. On a motion by Ron Pugliese, seconded by Tom Dunn, it was unanimously

VOTED: To authorize the Chairman and/or the Executive Director to enter into an office lease for 49 Leavenworth Street, pending final review by the executive director and the COGCNV attorney.

- c. *Requested Change in Dental and Vision Insurance* — Peter Dorpalen said COGCNV had been notified by Anthem of an 11.6% increase in the cost of its dental plan effective in November. E-benefits, COGCNV’s medical insurance broker, put out a bid and found that Humana offers a less expensive dental plan with better benefits, including a vision rider. The Humana plan will save COGCNV 21.4% over the current dental plan. On a motion by Tom Dunn, seconded by Rich Minnick, it was unanimously

VOTED: To approve the Humana Dental Traditional Preferred Plan with Vision Plan and to authorize Executive Director Peter Dorpalen to execute policy documents concerning the plan with Humana.

- d. *Minutes of the September 14, 2012 Meeting* — On a motion by Ron Pugliese, seconded by Rich Minnick, it was unanimously

VOTED: To approve the minutes of the September 14, 2012 meeting.

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

September 7, 2012      Email from Southbury transmitting a STP-Urban highway application for the rehabilitation of the River Road bridge

September 26, 2012      Letter from CTDOT Rail stating that public access to the western portion of the Naugatuck State Forest would not be granted along the access road for safety reasons

October 5, 2012      Letter to OPM from Sam Gold with COGCNV staff’s final comments on the draft State Plan of Conservation and Development along with comments received from municipalities

October 9, 2012      Letter to the Federal Rail Administration in support of including a high-speed rail option along the I-84 corridor in CT as part of its long term Northeast Corridor rail study

3. **Introduction to CT-Rides**

John Brantley, Outreach Coordinator for CT-Rides, said that CT-Rides is a free service of CTDOT offering information and assistance on commuting options, such as sharing a ride in a car, vanpool, bus, train, telecommuting, biking or walking. He discussed the benefits to businesses, employees, and the environment. CT-Rides offers information on carpool matching or vanpool formation, guaranteed ride, bus and train routes, schedules and fares, park and ride lots, trial ride, and bike and walk routes. Mr. Brantley said he would contact each municipality to discuss the alternative transportation options that would be appropriate for them.

4. **Passenger and Freight Railroad Challenges and Recommendations**

Eugene Colonese, Rail Administrator, CTDOT, spoke about freight and passenger rail service, the Central Connecticut Rail Study, improvements to the Waterbury train station, and Amtrak's NextGen high speed rail proposal. Administrator Colonese explained that there is no signal system on the Waterbury branch and all train movements are controlled by a dispatcher out of Grand Central Terminal. To allow more frequent service on the Waterbury branch full signalization and sidings would be needed. Colonese also discussed the federal mandate for positive train control, the ownership of the various train lines in Connecticut, and a new industrial use of the Torrington line in Watertown. A question and answer period followed.

5. **Transportation Planning**

- a. *COGCNV Website Upgrade – Consultant Selection* — Samuel Gold reported that in August COGCNV put out an RFP for the upgrade of its website. Eight proposals were received and two firms were interviewed. Staff's recommendation is to select Susan Rubinsky Marketing Consulting for the project. On a motion by Ed St. John, seconded by Ron Pugliese, it was unanimously

VOTED: To authorize Chairman Robert Mezzo to enter into an agreement with Susan Rubinsky Marketing Consulting for the COGCNV web design project.

- b. *Transportation Improvement Program Amendments* — Joe Perrelli summarized the October 2012 amendments to the 2012-2015 Transportation Improvement Plan as listed in Memorandum 100512. On a motion by Tom Dunn, seconded by Ron Pugliese, it was unanimously

VOTED: To approve the October 2012 amendments to the 2012-2015 Transportation Improvement Program listed in Memorandum 100512.

- c. *Surface Transportation Program – Urban Priority List – Waterbury Bus System Study* — Joe Perrelli said COGCNV staff received an application from the City of Waterbury to fund a bus service and operations study. The application is for a comprehensive bus routing study for CT Transit - Waterbury Division, operated by North East Transportation. The study is a result of meetings held by Waterbury with CTDOT, COGCNV, the Waterbury Development Corporation, and North East Transportation. The purpose of the study would be to recommend feasible changes to the local bus routes with special attention to the downtown and the hospital proposed by LHP.

If approved by COGCNV, the project would be added to the ranking of projects for the STP-Urban program. The project cannot be ranked according to the criteria that were used to review previously approved projects, since it is not a road improvement. Staff

proposes to add the project to the list of Pavement Rehabilitation and Second-Tier projects that may be funded whenever a small amount of surplus money becomes available. The estimated cost of the project is \$200,000, which the City is seeking to fund with \$160,000 from the region's STP-Urban program and the remaining \$40,000 covered by CT Transit.

The priority lists with the new project will be forwarded to CTDOT for its review. As a non-traditional project, there is no guarantee of eligibility under this program, although other Connecticut metropolitan planning organizations (MPO) have funded similar transit studies using STP-Urban funds. Regional transit studies are usually conducted by the MPO. COGCNV completed a bus ridership study in 2011. CTDOT has developed a special process for reviewing applications for studies submitted under the STP-Urban program in an attempt to limit the total number, so the advancement of this project will be subject to the discretion of CTDOT. If approved, it will be evaluated by CTDOT's project development team for transportation improvement programming and funding.

Following discussion, on a motion by Tom Dunn, seconded by Tom Galvin, it was unanimously

VOTED: To approve the inclusion of the Bus Service and Operations Study in the Surface Transportation Program Pavement Rehabilitation and Second-Tier Project priority list, as presented in Memorandum 100512S for submittal to CTDOT and scheduling in the STP-Urban Program for the Waterbury urbanized area.

## 6. **OPM Regional Performance Incentive Program**

- a. *Regional Animal Shelter Study Update* — Peter Dorpalen said the first committee meeting was held on October 3. The next meeting will be held on October 17. The grant award is expected by November 1.
- b. *Future Projects – GIS, Economic Strategic Plan* — Peter Dorpalen said there was interest among COGCNV members to seek a regional performance incentive grant for an upgrade of GIS maps in the region. GIS Coordinator Glenda Prentiss suggests a regional flyover to obtain high resolution photography for GIS maps. There is a possibility of working with another regional planning organization on this project. The information obtained would be beneficial for municipal functions including assessors, police and fire dispatching, planning and zoning, and a host of other uses. There was discussion in support of this proposed future project.

Mr. Dorpalen said another possible future project is a regional economic strategic plan. The last one was done in 1998 by Mt. Auburn Associates and was very well received. There is a need to reassess where the regional economy is now heading, what the driver industries are, and have recommendations of what the target industries should be,

available land and sites, as well as training and educational needs.

The consensus of the group was to submit the two projects to OPM for a regional performance incentive grant.

## 7. **Regional Business**

- a. *Police Dispatching* — Ed St. John said Middlebury had historically dispatched all of its own fire, police, EMS, and public works calls, but found that this was no longer cost effective. In 2006, the town contracted out the fire and EMS portions of its communications operations and now currently dispatches only police calls. He believes it is time to move forward with consolidation of all communications operations to a regional level.
- b. *Celebrate Connecticut – Showcasing an Economic Project in the Region* — Peter Dorpalen said COGCNV staff is working with the Waterbury Regional Chamber on the Celebrate Connecticut annual event, where economic development groups throughout the state showcase award-worthy economic projects. Projects being considered are the Waterbury blight program and the Naugatuck River Greenway streetscape in Beacon Falls. John DiCarlo of the Waterbury Regional Chamber provided additional information.
- c. *America’s Great Outdoors* — Samuel Gold said this event, organized by the National Park Service, took place on September 23. Events in each of the towns along the Naugatuck River Greenway were very successful. He thanked the towns for their participation.

## 8. **Other**

- a. *Emergency Planning* — Joe Perrelli said the emergency planning team met in September to vote on the 2009 supplemental funding. All but one funding project advanced. The steering committee is meeting on October 15. COGCNV is wrapping up its role as fiduciary for DEMHS Region 5. The next meeting of the Central Naugatuck Valley Emergency Planning Committee will be held on October 18. The state is working on its after action report about the hurricane exercise held in July. A CEO field guide for emergency response is being developed at a regional level.
- b. *Restoration of Access to the Western Portion of the Naugatuck State Forest* — Rich Minnick, Beacon Falls’ alternate for this meeting, referenced the September 26 letter from Eugene Colonese (CTDOT - Rail) that stated public access to the western portion of the Naugatuck State Forest would not be granted along the access road for safety reasons. This letter was in response to COGCNV’s August 16 letter requesting access be restored. Mr. Minnick stated Beacon Falls would continue to request the restoration of access and would keep COGCNV apprised.
- c. *Non-ADA Regional Minibus Status* — Samuel Gold said the immediate cutbacks that were expected to non-ADA para-transit services have not taken place. Barbara Kalosky, General Manager of North East Transportation, stated she has received no further updates from CTDOT on this issue.

- d. *CT Clean Energy Finance Center Regional Workshop* — Peter Dorpalen said the goal of this group is a 20% reduction in energy usage by 2018. The group is holding a workshop on November 2 at Naugatuck Valley Community College. Ed Edelson stated that Southbury recently signed an energy reduction pledge and would be happy to share information.

9. **Adjournment**

At 1:35 p.m., on a motion by Rich Minnick, seconded by Ed St. John, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by

Lauren Rizzo  
Administrative Assistant

for

Ed Mone  
Secretary