



NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

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MINUTES

Naugatuck Valley Council of Governments

and

Central Naugatuck Valley MPO

NVCOG Conference Room

49 Leavenworth St., 3rd Floor

Waterbury, CT

11 a.m., Friday, October 14, 2016

NVCOG Representatives: Rich Dziekan, Alternate, Ansonia; Chris Bielik, First Selectman, Beacon Falls; Len Assard First Selectman, Bethlehem; Ken Cockayne, Mayor, Bristol; Jerry Sitko, Alternate, Cheshire; Anita Dugatto, Mayor, Derby; Ed St. John, First Selectman, Middlebury; Pete Hess, Mayor, Naugatuck; George Temple, First Selectman, Oxford; David Merchant, Mayor, Plymouth; Tom Galvin, Alternate, Prospect; Mark Lauretti, Mayor, Shelton; Jeff Manville, First Selectman, John Monteleone, Alternate, Southbury; Ed Mone, First Selectman, Thomaston; Neil O’Leary, Mayor, Waterbury; Ray Primini, Town Council Member, Watertown; Tom Dunn, Mayor, Wolcott; Bill Butterly, First Selectman, Woodbury.

Guests/Other: Judy Mancini, City of Waterbury; Joe DeLong, Zack MeKeown, CCM; Stephanie Podewell, Congresswoman Elizabeth Esty’s Office; Sara Radacsi, CTDOT; Mike Puffer, Republican-American; members of the public.

Staff: Rick Dunne, Mark Nielsen, Aaron Budris, Glenda Prentiss, Trish Bauer, Lauren Rizzo, Christian Meyer, John DiCarlo, Ben Muller, Bill Leverage.

Prior to the start of the meeting, there was a presentation by Katy Shafer, Interim Policy Director, Partnership for Strong Communities.

1. Commencement of Meeting (Pledge of Allegiance, Roll Call, Public Comment)

Chairman Neil O’Leary called the meeting to order at 11:12 a.m. Those in attendance recited the Pledge of Allegiance and the roll was called. There was no public comment.

2. CNVMPO Activities (Voting members for these items are limited to the 15 CEOs in the CNVMPO area)

a. TIP Amendments

- i. Project No. 0151-0333 Rehabilitate Route 8 Bridge over Naugatuck River and Adjacent Local Roads – Mark Nielsen reviewed the amendments to the 2015-2018 Transportation Improvement Plan, as outlined in Memorandum 10142016TIP. On a motion by Tom Dunn, seconded by Ken Cockayne, it was unanimously

VOTED: To approve the proposed amendments to the FFY 2015-2018 Transportation Improvement Program as shown in Memorandum 10142016TIP.

3. NVCOG Administrative Items

- a. *Approval of the Minutes of the September 9, 2016 NVCOG Meeting* – On a motion by Ed Mone, seconded by Tom Galvin, it was unanimously

VOTED: To approve the minutes of the September 9, 2016 NVCOG meeting.

b. *Financial Report*

- i. 2016 Audit – Finance Director Bill Leverence said the NVCOG auditor had commenced review of the 2015-16 fiscal year and determined that additional review and year-end adjustments would be needed to close out fiscal year 2015-16 and get a reliable starting point for 2016-17. Once the required adjustments are determined and completed, Mr. Leverence said he will have a draft of the annual report for 2015-16 and an accurate fiscal year 2016-17 year-to-date report for presentation to the Board. Rick Dunne said no issues were anticipated and the cash accounts all balance. On a motion by Len Assard, seconded by Tom Dunn, it was unanimously

VOTED: To approve the financial report.

c. *Director’s Report* – There was no Director’s Report.

- d. *Authorization for Executive Director Rick Dunne to Execute Agreements for Previously Approved Program Applications* – On a motion by Ed St. John, seconded by Tom Dunn, it was unanimously

VOTED: That NVCOG Executive Director Rick Dunne be empowered to sign any and all documents required in the acceptance of the state or federal assistance already applied for and approved by the Naugatuck Valley Council of Governments and offered by the Grantor.

- e. *Authorization for the Executive Director to Enter into an Agreement with OPM for the Regional Services Grant Award 2017 (RSG-017-04), and to Execute and Deliver all Agreements and Documents Contemplated by the Agreement* – On a motion by Chris Bielik, seconded by Ed Mone, it was unanimously

VOTED: That Rick Dunne, Executive Director of NVCOG, is authorized to execute and deliver to the State of Connecticut a Notice of Grant Award (the “Agreement”) in the amount of \$417,082.87 for the 2017 Regional Services Grant, and has both the authority and position to sign on behalf of the Naugatuck Valley Council of Governments and to do all things necessary or appropriate to carry out the terms of the Agreement, including executing and delivering all agreement and documents contemplated by the Agreement.

4. **CCM’s State and Local Partnership Panel** – CCM Executive Director Joe DeLong said this panel grew out of last winter’s legislative committee meetings. The panel was commissioned to examine certain issues and provide recommendations. Outside experts were brought in to conduct studies, and volunteers across CCM’s membership serve on the committee. Taxable capacity and revenue strains have been examined and diversification options are being investigated. A question and answer period and further discussion followed Mr. DeLong’s overview of the CCM panel.

5. **Executive Committee Referrals**

- a. *MPO Re-designation* – Rick Dunne reported that the Executive Committee had voted to endorse and recommend to the Greater Bridgeport Valley MPO that all four NVCOG towns in the GBVMPO be re-designated into the Waterbury MPO. All 19 towns in NVCOG would also be in the same MPO. On a motion by Len Assard, seconded by Tom Dunn, it was unanimously

VOTED: To recommend to the Greater Bridgeport Valley MPO that all four towns in the GBVMPO be re-designated into the Waterbury MPO.

- b. *Employee Pension Revision* – Rick Dunne said the Executive Committee’s recommendation is to adopt a new 457(b) plan, a pre-tax employee contribution plan, sponsored by the State of Connecticut (the State has no involvement in policy), and operated by Prudential, with no liability or obligation on the part of the region or the towns. Removed from the existing 401(a) plan would be after tax employee contributions. On a motion by George Temple, seconded by Tom Dunn, it was unanimously

VOTED: To amend and direct the NVCOG Pension Plan policies as follows:

- Adopt a 457(b) plan sponsored by the State of Connecticut.
- Enroll all NVCOG employees, as eligible, in both agency 401(a) and 457(b) plans.
- Direct Financial Advisor Peter Hart to transition the 401(a) investment platform from VOYA (excess 2% fee) to American Funds (1% average fee).
- Establish directed corporate trustee services for the 401(a) plan with Capital Bank & Trust for annual fee of \$750.
- Engage Retirement & Benefit Systems, LLC (RBS) to provide third party administrative services at \$900 annually, and additional plan document services; draft revisions to the 401(a) plan documents for review and approval by the Board.

- c. *Regional Economic Development District Program/CEDS Update* – Rick Dunne said the Shelton Economic Development Corporation (SEDC), which had previously indicated that it did not want to operate the program, was actually awarded the EDA grant that they had applied for previously. The executive committee had reached agreement that NVCOG will provide services equal to match the federal grant. Federal funds from another source will enable NVCOG to do the demographic work, census work, and mapping work at no additional cost to the towns. This will be revisited after the two year cycle of the grant is complete. Ed Mone mentioned that an MOU with SEDC might be required. Counsel will be consulted.

6. NVCOG Planning/Transportation Items

a. *Status of Ongoing Planning Projects*

- i. Draft Public Participation Policy – Mark Nielsen said the 2008 plan has been updated and will be released soon for review and comment. Although primarily for the transportation program, it may be expanded to include other planning related work.
- ii. NRG Projects – Mr. Nielsen said two Naugatuck River Greenway projects are being worked on and nearing completion, an economic impact study and a signage manual. Staff is working with the towns of Thomaston and Watertown on the design of a section of trail.
- iii. Route 8 Alternate Transportation Modes Study – Mr. Nielsen said NVCOG is negotiating with a consultant on the final fee for this; there is an agreement as to scope.
- iv. MS4 – Mr. Nielsen reported that an RFP is being created for an on-call consultant list to provide assistance to the communities.

- v. Ansonia Plan of Conservation and Development – Mr. Nielsen said this project is a carry-over from VCOG. The existing plan expires in 2018. Staff will be meeting with Ansonia to begin the process.

Additionally, Mr. Nielsen noted that solicitations for the federally funded Transportation Alternatives Program had been sent to all towns.

b. *Status of Capital Projects*

- i. Route 34 Reconstruction Final Design – Mark Nielsen said final design is moving ahead for this project, with some designs expected in November.
- ii. LOTCIP Projects – Mr. Nielsen said three projects are nearing the end of final design. Seven projects are with the state, awaiting commitment-to-fund letters. A meeting with CTDOT will take place soon.
- iii. Derby–Shelton Bridge Renovation – Mr. Nielsen said the final scope had been received from the consultant. NVCOG is awaiting a contract from CTDOT.

In addition, Mr. Dunne mentioned that expansion and renovation of the Valley Transit facility in Derby had begun. There was also discussion about the Stevenson Dam.

- c. *RPC Actions: Endorsement of Regional Economic Profile* – On a motion by Ken Cockayne, seconded by Pete Hess, it was unanimously

VOTED: To endorse the Regional Economic Profile.

7. **Other**

There was no other business.

8. **Adjournment**

At 12:27 p.m., on a motion by Jerry Sitko, seconded by Chris Bielik, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Lauren Rizzo
Administrative Services Coordinator
for
Ken Cockayne
Secretary