



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
10 a.m., Friday, April 21, 2017

NVCOG Representatives: Sheila O'Malley, Alternate, Ansonia; Chris Bielik, First Selectman, Beacon Falls; Len Assard, First Selectman, Bethlehem; Bob Flanagan, Alternate, Bristol; Jerry Sitko, Alternate, Cheshire; Shane Mangado, Proxy, Derby; Ed St. John, First Selectman, Middlebury; Pete Hess, Mayor, Naugatuck; George Temple, First Selectman, Oxford; David Merchant, Mayor, Plymouth; Tom Galvin, Alternate, Prospect; Kurt Miller, First Selectman, Seymour; Mark Lauretti, Mayor, Shelton; Jeff Manville, First Selectman, John Monteleone, Alternate, Southbury; 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; Christopher Schaut, City of Bristol, Ellen Graham, Senator Blumenthal's Office; Sara Radacsi, CTDOT; Mark Massaro, Eversource; members of the public.

Staff: Rick Dunne, Mark Nielsen, Aaron Budris, Glenda Prentiss, Trish Bauer, Lauren Rizzo, Christian Meyer, John DiCarlo, Max Tanguay-Colucci, Karen Svetz, Bill Leverage.

Prior to the start of the meeting, there was a presentation by Diana McCarthy-Bercury and Andy Brydges of the Clean Energy Communities Program at Eversource Energy.

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

Chairman Neil O'Leary called the meeting to order at 10:12 a.m. Those in attendance recited the Pledge of Allegiance and the roll was called. There was no public comment.

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

a. *Approval of TIP Amendments* – Mark Nielsen reviewed the amendments to the Transportation Improvement Program:

- i. Project No. 0110-0136: Realign North Main Street at Agney Avenue, Plymouth
- ii. Project No. 0170-3451: Statewide Transportation Demand Management (Greater CT Moderate)
- iii. Project No. 0170-3450: Statewide Transportation Demand Management (Greater NY-NJ-CT)

On a motion by Chris Bielik, seconded by Bob Flanagan, it was unanimously

VOTED: To adopt Resolution CNVMPO 2017-10 approving the amendments to the FFY 2015-2018 TIP to include the projects as described in Memorandum 04212017TIP.

3. **NVCOG Administrative Items**

a. *Approval of the Minutes of the March 10, 2017 NVCOG & CNVMPO Meeting*

On a motion by Tom Dunn, seconded by Jeff Manville, it was unanimously

VOTED: To approve the minutes of the March 10, 2017 NVCOG & CNVMPO meeting.

- b. *Approval of Financial Report* – Financial Director Bill Leverence reviewed the March 2017 financial report. He said the net position was very good and the year should be finished evenly.

On a motion by Kurt Miller, seconded by Tom Dunn, it was unanimously

VOTED: To approve the financial report.

c. *Director's Report*

- 2016 Audit – Executive Director Rick Dunne, in conjunction with Mr. Leverence, said an extension for the 2016 audit had been granted through the end of April and another extension would most likely be requested through the end of May. The auditor was provided all information he needed, and NVCOG expects to hear back from him in the coming week with his plan to complete the audit. He will also be submitting a plan for this year's audit. Mr. Leverence said the financial information for the audit was there, but it had not been organized and journaled into the appropriate funds. The information had been maintained on separate spreadsheets and was not sufficient to transfer forward. Mr. Dunne asserted that there was no concern about monies, it was a matter of presenting a report to the auditor for issuance of an opinion.
- 2017 Legislative Update – Mr. Dunne reviewed areas of interest for municipalities. There are a numbers of items that COGs will be charged with studying. Mr. Dunne expects to issue a memo on relevant municipal impacts. Discussion followed.
- 2018 Budget – Mr. Dunne hopes to present a budget in May, pending the State's budget actions. NVCOG's Bylaws contain a provision that in the absence of adoption of a budget by July 1, the existing budget is automatically re-adopted.

4. **Municipal Shared Services**

- a. *Wastewater Treatment Consolidation Update* – John DiCarlo reported that an RFQ for this project had been issued this week and a selection committee will conduct interviews with candidates. Water engineering expertise is sought from any NVCOG municipality that might be able to provide a volunteer to the committee. Additionally, the Wastewater Advisory Committee had its first meeting on April 5.

Regional law enforcement, a pot-hole program, and the April 21 household hazardous waste event were also mentioned.

5. **NVCOG Planning/Transportation**

- a. *Authorization for the Executive Director to Enter into an Agreement with DEEP for Naugatuck River Greenway Sign Procurement* – Mr. Dunne stated this project was awarded for the purchase of additional signs for the Naugatuck River Greenway. On a motion by Jerry Sitko, seconded by Sheila O'Malley, it was unanimously

VOTED: To adopt Resolution 2017-26 authorizing Executive Director Rick Dunne to enter into and sign contracts with DEEP on behalf of NVCOG. The Executive Director is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts

and to execute any amendments, recessions, and revisions thereto.

b. *LOTICIP*

- i. Endorsement of Luchs Consulting Engineers for Design Review of the Wakelee Ave. Project in Ansonia and Authorization for the Executive Director to Execute any and all Related Agreements with Luchs – On a motion by Tom Dunn, seconded by George Temple, it was unanimously

VOTED: To adopt Resolution 2017-27 endorsing the selection of Luchs Consulting Engineers to conduct the professional design review for the Reconstruction of Wakelee Avenue Project and authorizing the Executive Director to execute any and all agreements with Luchs related to the professional design review of the Reconstruction of Wakelee Avenue Project.

- ii. Endorsement of WMC Consulting Engineers for Design Review of North Main Street Project in Naugatuck and Authorization for the Executive Director to Execute any and all Related Agreements with WMC – On a motion by Tom Dunn, seconded by George Temple, it was unanimously

VOTED: To adopt Resolution 2017-28 endorsing the selection of WMC Consulting Engineers to conduct the professional design review for the Reconstruction of North Main Street Project and authorizing the Executive Director to execute any and all agreements with WMC related to the professional design review of the Reconstruction of North Main Street Project.

- c. *Planning Program Update* – Mark Nielsen said staff is working on finalizing the transportation planning work program which outlines NVCOG’s transportation planning activities for the next two fiscal years. The CNVMPO is coordinating with the MPOs of other regions. Responding to a question by Bob Flanagan, Mr. Nielsen said the NVCOG Regional Plan of Conservation and Development will be prepared next year and staff has started consolidating the regional plans for the COGCNV, VCOG and CCRPA (for Bristol and Plymouth). The target date for publication is late next year.

6. **Greater Waterbury Transit District Update**

Christian Meyer reviewed the challenges facing the Greater Waterbury Transit District, as outlined in Memorandum 04212017GWTD. Staff recommends that NVCOG be temporarily assigned the task of staffing and hosting quarterly meetings for the GWTD Board of Directors, acting as treasurer to the transit district, supporting the board of directors in their role as administrator of the non-ADA paratransit dial-a-ride and the Municipal Grant Program dial-a-ride, and completing a financial analysis of existing operations and revenues. Staff will work with the NVCOG Board of Directors, the GWTD Board of Directors, the Valley Transit District staff, and CTDOT to develop a long term plan to help provide the best service for regional riders. Although this item was not put up for a vote, Chairman O’Leary concurred with the staff recommendation and stated it was a great idea in order to keep GWTD operating. He said it would be a disservice to those who depend on it to dissolve it, and was grateful that NVCOG was willing to assume the tasks. Mr. Dunne said NVCOG staff would take on the tasks at Chairman O’Leary’s direction and consensus of the Board (which Mr. Dunne stated he believed NVCOG staff has) to administer the GWTD Board and serve as the planning staff. Due to statutory requirements, the existing board would be left in place. A long range study would be undertaken in the future to look at options for creating a larger transit district for the region. The options would be

brought back to the NVCOG members for their consideration. Mr. Dunne said he expects this may be a 12-18 month process. Chairman O’Leary asked if everyone was in agreement with that, and there was no dissension.

7. Emergency Management Update

Joanna Rogalski provided updates on the Citizens Emergency Response Teams (CERT) and Regional Emergency Planning Teams (REPT). CERT highlights included the EMD of the year, 2016 annual report findings, the annual training day/weekend for 2017, and the annual grant process. REPT Region 5 notes of interest included the 2017 budget grant which will include more funding for training, the upcoming Region 5 field day, and ideas for new regional equipment to include drones, cameras and iPads that could be used by police, fire, public works, and EMDs. Region 5 is also exploring the formation of a cybersecurity emergency support function.

8. Other

Mayor Laretti extended an offer for those municipalities with high school marching bands to participate in two parades, one on June 25 for the Barnum Festival and the other on October 8 for Columbus Day.

First Selectman Assard raised a question concerning the inclusion of certain amounts in municipal budgets. Discussion followed.

9. Adjournment

At 11:14 a.m., on a motion by Tom Galvin, seconded by Jerry Sitko, it was unanimously

VOTED: To adjourn the meeting.

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