



# NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

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## MINUTES

### Naugatuck Valley Council of Governments

NVCOG Conference Room  
49 Leavenworth St., 3<sup>rd</sup> Floor  
Waterbury, CT

10 a.m., Friday, October 13, 2017

**NVCOG Representatives:** Sheila O'Malley, Alternate, Ansonia; Chris Bielik, First Selectman, Beacon Falls; Len Assard, First Selectman, Bethlehem; Bob Flanagan, Alternate, Bristol; Anita Dugatto, Mayor, Derby; Ed St. John, First Selectman, Middlebury; Pete Hess, Mayor, Naugatuck; Joanne Pelton, Alternate, Oxford; Kurt Miller, First Selectman, Seymour; 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.

**Guests/Other:** Judy Mancini, Waterbury; Matt Ouellette, CTrides; April Chapman, Kennedy Center; David Krechevsky, Greater Waterbury Regional Chamber; Sara Radacsi, CTDOT; Amy Jackson Grove, Kenneth Shooshan-Stoller, Federal Highway Administration; members of the public.

**Staff:** Rick Dunne, Mark Nielsen, Joanna Rogalski, Glenda Prentiss, Lauren Rizzo, Christian Meyer, John DiCarlo, Ben Muller, Bill Leverage.

Prior to the start of the meeting, there was a presentation by Valerie English Cooper of Mental Health Connecticut, Inc. on the topic of Mental Health First Aid.

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

Chairman Neil O'Leary called the meeting to order at 10:02 a.m. Those in attendance recited the Pledge of Allegiance and the roll was called. There was no public comment.

#### 2. NVCOG Administrative Items

- a. *Approval of the Minutes of the September 8, 2017 NVCOG & CNVMPO Meeting* – On a motion by Ed Mone, seconded by Kurt Miller, it was unanimously

VOTED: To approve the minutes of the September 8, 2017 NVCOG & CNVMPO meeting.

- b. *Approval of Financial Report* – Finance Director Bill Leverage reviewed the August 2017 financial report and its new format. On a motion by Ed Mone, seconded by Chris Bielik, it was unanimously

VOTED: To approve the financial report.

- c. *Acceptance of 2016 NVCOG Audit* – Mr. Leverage said the audit had been reviewed with the executive committee. The delay in the audit can be attributed to communication issues between the auditor and his assistant, and also to health issues. However, a draft of the 2017 audit is expected soon. Mr. Dunne said the executive committee would meet again, most likely in November, to review the 2017 draft audit before it is presented to the full NVCOG board. Ed Mone, as a member of the executive committee, said they were satisfied with the 2016 audit, and had been assured that all deficiencies noted therein have already been corrected and addressed for the 2017 audit. On a motion by Ed Mone, seconded by, Chris Bielik, it was unanimously

VOTED: To accept the 2016 NVCOG audit.

- d. *Discussion/Approval of FY 2018 NVCOG Budget* – This item will not be discussed until there is action on the state budget.
- e. *Appointment of a Nominating Committee for NVCOG/MPO Officers for 2018-2020 Term* – Rick Dunne said the inclusion of this item on the agenda was to serve as a reminder that following municipal elections in November, a three person nominating committee would need to be chosen at the November 17 NVCOG meeting to put forth a slate of officers at the December meeting. Bob Flanagan asked for clarification that the January meeting would be opened with the existing officers, the election would take place, and the gavel would be passed to the incoming officers. Rick Dunne confirmed this.
- f. *Director’s Report* – Rick Dunne and Glenda Prentiss spoke about LUCA (Local Update of Census Addresses), in which local governments review and update the U.S. Census Bureau’s residential address list for their community. The accuracy and completeness of the address list is critical to the accuracy and completeness of the decennial census for each community. Accurate census data reporting is crucial to the distribution of federal program funding and to provide statistical support for grant applications that fund community and regional development. NVCOG will coordinate this process across the region and COG staff will be available to assist with the review as needed, however, one staff member from each municipality must be designated to oversee the update for that town or city.

**3. NVCOG Planning/Transportation**

- a. *Discussion – Transportation Performance Measurements – Safety Targets* – Mark Nielsen said MPOs are required to establish and use a performance based approach in transportation decision making to support national goals. The Safety Performance Management Measures regulation supports the Highway Safety Improvement Program (HSIP) and requires State Departments of Transportation and MPOs to set HSIP targets for five safety performance measures, covering all public roadways regardless of ownership or functional classification. While the MPO has the option of developing its own HSIP targets, staff recommends establishing HSIP targets by agreeing to plan and program projects so that they contribute toward the accomplishments of CTDOT HSIP targets. By agreeing to the state safety targets, the MPO will integrate said targets, objectives, and performance measures into the planning process.
- b. *Discussion – LOTCIP Program of Projects* – Mr. Nielsen reviewed Memorandum 10132017-LOTICIP, which outlines the status of LOTICIP projects. Five such projects are under third party review and expected to advance to construction early next year.
- c. *Discussion – Waterbury Area Transit Study* – Mark Nielsen said the project is wrapping up, public outreach meetings were held, and the final report will be released following the public comment period. Christian Meyer said top recommendations include: new service on Lakewood Road; full day service between Waterbury and Naugatuck; additional service in Town Plot and on North Main Street, and general overall improved efficiency. The long term recommendation is to bring service up to the standard where all believe it should be. Ed Mone felt connectivity should be continued north of Waterbury to encompass a greater portion of the NVCOG region.
- d. *Discussion – Route 8 & Waterbury Branch Line Alternate Transit Modes Study* – Mr. Nielsen said the existing conditions report is wrapping up. NVCOG staff has done some counts on the

Waterbury Branch Line and a ridership survey was conducted. The next major task will be a site tour of the corridor. Stakeholder meetings and design workshops will also be held.

- e. *Project Update – Derby-Shelton Bridge Rehabilitation Project* – Mr. Nielsen said the preliminary design of this bridge is underway. Construction will be advertised and administered by CTDOT. The project will also offer connectivity with the existing Housatonic Riverwalk trail network in Shelton and the Derby Greenway/Naugatuck River Greenway in Derby. The project limits will extend from the Bridge Street intersection with Main Street in Derby to the west end of the Derby-Shelton Bridge and includes the connections to Canal Street.
- f. *Demonstration – Regional Profile 2016 Online Story Map* – Mr. Nielsen said the annual update to the Regional Profile was recently completed. The online version of the Profile, which contains additional features, was demonstrated. This story map version is available on NVCOG’s website.
- g. *Discussion – Regional Plan of Conservation & Development* – Mark Nielsen said this new plan will include all 19 towns in the NVCOG region. Joanna Rogalski said public input sessions could be held during municipal planning and zoning commission meetings. Sub-regional workshops might also be held. Additionally, the State Plan of Conservation and Development’s public comment period will end on 10/16.

**4. Emergency Planning Update**

Ms. Rogalski announced that the Connecticut Citizens Corp Council received the National FEMA Outstanding Citizen Corp Council award for 2017. She also said the next REPT CEO meeting for Region 5 is November 20.

**5. Other**

Chairman Neil O’Leary presented Ray Primini with a plaque commemorating his eight years of service as a Council of Governments representative. This was Mr. Primini’s last NVCOG meeting.

Jeff Manville opened conversation on the hurricane devastation in Puerto Rico and how this might affect migration to the NVCOG region. Members discussed how the NVCOG might assist if the municipalities see an increase in school enrollment.

**6. Adjournment**

At 11:21 a.m., on a motion by Ed Mone, seconded by Pete Hess, it was unanimously

VOTED: To adjourn the meeting.

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