



NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702 • 203-757-0535 • 203-735-8688 • nvcogct.org

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, March 8, 2019

NVCOG Representatives: Sheila O'Malley, Alternate, Ansonia; Chris Bielik, First Selectman, Beacon Falls; Len Assard, First Selectman, Bethlehem; Ellen Zoppo-Sassu, Mayor, Bristol; Jerry Sitko, Alternate, Cheshire; Rich Dziekan, Mayor, Derby; Ed St. John, First Selectman, Middlebury; Pete Hess, Mayor, Naugatuck; Kristyn Rosa, Proxy, Oxford; Bob Chatfield, Mayor, Prospect; Mark Lauretti, Mayor, Shelton; Jeff Manville, First Selectman, John Monteleone, Alternate, Southbury; Ed Mone, First Selectman, Thomaston; Neil O'Leary, Mayor, Mack Demac, Alternate, Waterbury; Barbara Perkinson, First Selectman, Maryellen Edwards, Alternate, Woodbury.

Speakers/Guests/Other: April Chaplin, Kennedy Center; John Field, DEMHS Region 5 Coordinator; Ellen Graham, Senator Blumenthal's Office; Sara Radacsi, CTDOT; Samantha Sojka, Hedy Ayers, Eversource.

Staff: Rick Dunne, Mark Nielsen, Aaron Budris, Joanna Rogalski, Glenda Prentiss, Lauren Rizzo, Christian Meyer, John DiCarlo, Max Tanguay-Colucci, Karen Svetz, Michael Szpryngel, Richard Crowther, Jr., Gabriel Filer.

Prior to the start of the meeting, there was a presentation on mobility serves and management by April Chaplin, Northwest Regional Mobility Manager at the Kennedy Center.

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

Chairman Neil O'Leary called the meeting to order at 10:04 a.m. Those in attendance recited the Pledge of Allegiance and the roll was called. For public comment Hedy Ayers of Eversource said the company is in the midst of its 2019 vegetation management program to ensure electric reliability. Samantha Sojka, also of Eversource, spoke of scams that have been targeting Eversource customers.

Following Public Comment, on a motion by Jeff Manville, seconded by Pete Hess, it was unanimously

VOTED: To move the agenda item "Emergency Planning Update" to this part of the meeting.

2. Emergency Planning Update

Joanna Rogalski said a draft report regarding the 5/15/18 tornado weather event is available online for review and download. Emergency Management Directors and Public Works Directors have been contacted about this report and asked to contribute to a second document concerning best practices and lessons learned.

Ms. Rogalski then introduced John Field, the new Regional Coordinator for REPT Region 5. Mr. Field provided an overview of DEMHS and DESPP activities and encouraged the CEOs to contact him for further information or for any assistance he might be able to provide.

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

a. *Approval of Amendments to the 2018-2021 CNVMPO TIP*

- i. Add State Project No. 0017-0191, the Realignment of Route 72 at the Intersection of Memorial Boulevard, Blakeslee Street, and Downs Street in Bristol – Christian Meyer explained what would be involved in the project, as outlined in Memorandum 20190308-TIP-1. On a motion by Bob Chatfield, seconded by Ed Mone, it was unanimously

VOTED: To approve CNVMPO Resolution 2019-03.

- ii. Add State Project No. 0171-0449, the Replacement of LED Lamps at Traffic Signals in District 1 – Mr. Meyer described the details of this project, as found in Memorandum 20190308-TIP-2. On a motion by Bob Chatfield, seconded by Chris Bielik, it was unanimously

VOTED: To approve CNVMPO Resolution 2019-04.

4. **NVCOG Administrative Items**

- a. *Approval of the Minutes of the January 11, 2019 NVCOG Meeting* – On a motion by Ed Mone, seconded by Pete Hess, it was unanimously

VOTED: To approve the minutes of the January 11, 2019 NVCOG Meeting.

- b. *Approval of Financial Reports for Periods Ending 12/31/18 and 1/31/19* – Mike Szpryngel reviewed the NVCOG financial statements for the periods ending 12/31/18 and 1/31/19. There have been no unexpected reductions in NVCOG’s funding sources and no significant overruns on budgeted expenses. On a motion by Ed St. John, seconded by Chris Bielik, it was unanimously

VOTED: To approve the NVCOG financial reports for the periods ending 12/31/18 and 1/31/19.

- c. *Approval of Updated Organizational Chart showing Direct Line of Communication to/from the Executive Director and the DBELO/EEO* – Rick Dunne reviewed the NVCOG Organizational Chart Revised 1/2019. This revised chart, per federal regulations, now shows a direct line of communication to/from the Executive Director and the DBELO/EEO. On a motion by Ed Mone, seconded by Jeff Manville, it was unanimously

VOTED: To approve the updated Organizational Chart showing direct line of communication to/from the Executive Director and the DBELO/EEO.

- d. *Director’s Report* – Rick Dunne noted recent public information meetings held concerning the Thomaston Dam property portion of the Naugatuck River Greenway. The Thomaston Dam property is controlled by the Army Corps of Engineers and final determinations are theirs to make.

Mr. Dunne also provided a legislative update and reviewed portions of Governor’s Bill No. 7192. Ed Mone added information concerning MIRA and DEEP and a bill that is before the environmental committee. He asked those in attendance to read the information for themselves and consider sending testimony.

Mr. Dunne said an NVCOG revised budget for next year will be established following adoption of the state budget.

5. Fiscal Disparities Statute – Resolution 2017, Status 2018 and Discussion

Rick Dunne described this statute which states that if the center city of a region triggers certain factors where it is at disparity with the surrounding communities, further steps must be taken whereby the COG must submit recommendations on behalf of the affected municipalities to address the problems of the municipality, including intertown collaboration and action. Following such submission by NVCOG, the Governor’s office received a letter from the Office of Policy and Management dated 10/15/18 in which it stated that OPM does not have available funding to assist with implementing the submitted recommendations and, therefore, recommends that no further action be taken. Also within this letter, OPM proposed legislative revision to repeal the municipal fiscal disparities statute. At this point in time, the fiscal disparities factors have once again been triggered. Mr. Dunne suggested that this item be tabled until next month’s meeting, when the OPM Undersecretary is scheduled to speak. On a motion by Bob Chatfield, seconded by Ed Mone, it was unanimously

VOTED: To table further discussion of the Fiscal Disparities Statute until the April 12, 2019 meeting.

6. Municipal Shared Services

a. *Authorization for the Executive Director to Enter into a One Year Contract with MXI, Inc. for the Operation of a Household Hazardous Waste Collection Program* – John DiCarlo said NVCOG solicited proposals for a vendor to provide household hazardous waste (HHW) drop-off services for 17 of its 19 municipalities. The HHW selection committee recommended that MXI, Inc. be selected as the vendor, and the full HHW committee met on January 30, 2019 and voted unanimously to approve the selection committee’s recommendation. The recommendation is now being brought to the NVCOG board for authorization for the Executive Director to enter into a contract with MXI, Inc. On a motion by Ed St. John, seconded by Jeff Manville, it was unanimously

VOTED: To empower the Executive Director to enter into a one year contract for the operation of a household hazardous waste collection program with MXI, Inc., with the option of three additional year extensions at NVCOG’s discretion.

7. Review of Proposed Changes to the Current Regional Brownfields Partnership Operating Procedures

Max Tanguay-Colucci said the Regional Brownfields Partnership (RBP) had recommended that the RBP Executive Committee establish an Operating Procedures review committee. NVCOG staff and the Partnership agreed the RBP Executive Committee be expanded to reflect a greater number and diversity of communities within the 27 eligible RBP municipalities. The Operating Procedures review committee met twice and recommended substantive changes to the current Operating Procedures, as outlined in Memorandum 02282019-BF. Current Operating Procedures stipulate that any amendments to the Operating Procedures must be approved first by the full Regional Brownfields Partnership body and adopted by the Council. Mr. Tanguay-Colucci said the full RBP Partnership will meet in early April. He will report back to the NVCOG board the recommended Operating Procedures once the full Partnership has voted to recommend adoption by NVCOG.

8. NVCOG Planning/Transportation

a. *LOTICIP*

i. Endorsement of NVCOG Resolution 2019-14 – Professional Design Review Services for Lakewood Road Sidewalk Reconstruction Project – Karen Svetz explained that NVCOG had solicited requests for proposals and bids from the consultants on the approved LOTCIP on-call list to conduct the professional design review for the final design plans for the Lakewood Road Sidewalk Reconstruction Project in the City of Waterbury. Approval was now being sought to endorse the selection of BL Companies as the lowest qualified bidder and to authorize the

Executive Director to execute any and all agreements with BL Companies related to the professional design review of this project.

Neil O'Leary said the City of Waterbury has litigation pending with BL Companies and would like to have this item tabled for the time being. On a motion by Ed Mone, seconded by Jerry Sitko, it was unanimously

VOTED: To table this item to the April 12 meeting.

- ii. Approval of Revised Cost Estimate for Holbrook Road Reconstruction being Funded Under LOTCIP – Christian Meyer reviewed the revised construction cost estimates for this project, as outlined in Memorandum 03082019-LOTICIP. The NVCOG TTAC board has discussed the project as currently designed and recommends approval by the NVCOG board. On a motion by Ed St. John, seconded by Pete Hess, it was unanimously

VOTED: To adopt NVCOG Resolution 2019-15 approving revised construction cost estimates for Holbrook Road in the Town of Seymour.

- b. *MTP Update* – Mark Nielsen reminded the board that staff is working on the long range transportation plan and has entered into the public review phase of the document. Information is available on the NVCOG website and a public information meeting is scheduled for March 27. Municipal staff has been involved in the process, and the NVCOG board will be asked to endorse the MTP at the April 12 meeting.

9. **Other**

There was no other business.

10. **Executive Session (NVCOG Lease Discussion)**

Chairman O'Leary determined that an executive session was not necessary, and the meeting remained open. Rick Dunne said NVCOG's lease includes an early termination clause. To exercise this clause, notice to the landlord must be given by October. Mr. Dunne said NVCOG may require additional office space and the current rent is comparatively high. In order to explore alternative office space realistically, it may be prudent to exercise the early termination clause.

11. **Adjournment**

At 11:27 a.m., on a motion by Jerry Sitko, seconded by Jeff Manville, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Lauren Rizzo
Administrative Services Coordinator
for
Ed Mone
Secretary



**CENTRAL NAUGATUCK VALLEY
METROPOLITAN PLANNING ORGANIZATION**

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702 · 203-757-0535 · 203-735-8688

RESOLUTION 2019-03

**AMENDMENT
FFY 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM
CENTRAL NAUGATUCK VALLEY MPO**

WHEREAS, the Central Naugatuck Valley MPO is authorized by the *Fixing America's Surface Transportation Act (FAST Act)* and related US Department of Transportation regulations to prepare, endorse, and periodically amend a short range Transportation Improvement Program for the 15-town MPO area within the Waterbury Urbanized Area and is required to maintain a fiscally-constrained program of priority projects.

WHEREAS, the CNVMPO endorsed the *FFY 2018-2021 Transportation Improvement Program for the Central Naugatuck Valley Planning Region (TIP)* at its June 9, 2017, meeting; and the US Department of Transportation (Federal Highway Administration and Federal Transit Administration) have approved the *State FFY 2018-2021 Transportation Improvement Program (STIP)*.

WHEREAS, the Connecticut Department of Transportation is requesting amendment of the FFY 2018-2021 TIP to allocate Federal Highway Administration, National Highway Performance Program funds for project number 0017-0191, Realignment of Route 72 at the intersection of Memorial Boulevard, Blakeslee Street and Downs Street.

WHEREAS, the proposed project is exempt from the regional emissions analysis and does not necessitate a new Air Quality Conformity Determination.

WHEREAS, the public notification and review of these amendments was consistent with and followed the procedures set forth in the MPO's public involvement guidelines, and the proposed amendments are consistent with the long range transportation plan for the Central Naugatuck Valley planning region.

NOW, THEREFORE BE IT RESOLVED that Central Naugatuck Valley MPO approves the amendment of the FFY 2018-2021 TIP to allocate federal aid funds under the National Highway Performance Program as listed and described in the attachment to this resolution.

This resolution shall become effective as of March 8, 2019.

I do hereby certify that the resolution adopted by the Central Naugatuck Valley MPO at a public meeting held on March 8, 2019, at which a quorum was present and that the same is a correct and true transcript from the original thereof.



Neil O'Leary, Chairman

March 8, 2019

Date



**CENTRAL NAUGATUCK VALLEY
METROPOLITAN PLANNING ORGANIZATION**

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702 · 203-757-0535 · 203-735-8688

RESOLUTION 2019-04

**AMENDMENT
FFY 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM
CENTRAL NAUGATUCK VALLEY MPO**

WHEREAS, the Central Naugatuck Valley MPO is authorized by the *Fixing America's Surface Transportation Act (FAST Act)* and related US Department of Transportation regulations to prepare, endorse, and periodically amend a short range Transportation Improvement Program for the 15-town MPO area within the Waterbury Urbanized Area and is required to maintain a fiscally-constrained program of priority projects.

WHEREAS, the CNVMPO endorsed the *FFY 2018-2021 Transportation Improvement Program for the Central Naugatuck Valley Planning Region (TIP)* at its June 9, 2017, meeting; and the US Department of Transportation (Federal Highway Administration and Federal Transit Administration) have approved the *State FFY 2018-2021 Transportation Improvement Program (STIP)*.

WHEREAS, the Connecticut Department of Transportation is requesting amendment of the FFY 2018-2021 TIP to allocate Federal Highway Administration, Surface Transportation Block Grant funds for project number 0171-0449, Replacement of LED traffic signal lamps at State owned intersections in District I.

WHEREAS, the proposed project is exempt from the regional emissions analysis and does not necessitate a new Air Quality Conformity Determination.

WHEREAS, the public notification and review of these amendments was consistent with and followed the procedures set forth in the MPO's public involvement guidelines, and the proposed amendments are consistent with the long range transportation plan for the Central Naugatuck Valley planning region.

NOW, THEREFORE BE IT RESOLVED that Central Naugatuck Valley MPO approves the amendment of the FFY 2018-2021 TIP to allocate federal aid funds under the Surface Transportation Block Grant program as listed and described in the attachment to this resolution.

This resolution shall become effective as of March 8, 2019.

I do hereby certify that the resolution adopted by the Central Naugatuck Valley MPO at a public meeting held on March 8, 2019, at which a quorum was present and that the same is a correct and true transcript from the original thereof.



Neil O'Leary, Chairman

March 8, 2019

Date

RESOLUTION 2019-15

**LOTICIP
ENDORSEMENT OF REVISED PROJECT COST ESTIMATES**

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its meeting on March 8, 2019, in Waterbury, Connecticut, at which a quorum was present.

WHEREAS, The NVCOG is responsible for selecting and distributing funds to member municipalities under the Local Transportation Capital Improvement Program ("Program").

WHEREAS, Program guidelines stipulate that changes in cost greater than 20% require review and approval by the Council of Governments.

WHEREAS, the current cost estimate for the proposed project to reconstruct Holbrook Road in Seymour, Connecticut, funded under the Program, has increased by greater than 20% since endorsed by the NVCOG.

BE IT RESOLVED, that the Naugatuck Valley Council of Governments approves the revised construction cost estimate as enumerated and described in Memorandum 03082019-LOTICIP.

Dated at Waterbury, Connecticut, on March 8, 2019

Agency: Naugatuck Valley Council of Governments

Signed


Neil O'Leary, Chairman