



NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

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

AGENDA

Naugatuck Valley Council of Governments

Virtual Video Conference Meeting

10 a.m., Friday, December 11, 2020

(THERE WILL BE NO CNVMPO SESSION AS THERE IS NO PENDING BUSINESS)

Please email lrizzo@nvcogct.gov or call 203-757-0535 by Wednesday, December 9, 2020 concerning attendance.

Prior to the start of the meeting, there will be a presentation by Jason Martinez of the United Way of Greater Waterbury.

1. Commencement of Meeting
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Public Comment
2. NVCOG Administrative Items
 - a. Approval of the Minutes of the November 13, 2020 NVCOG & CNVMPO meeting (*attachment, motion*)
 - b. Approval of Agency Financial Reports and Summaries for Period Ending 10/31/20 (*Michael Szpryngel, attachment, motion*)
 - c. Director's Report (*Rick Dunne*)
 - NVCOG Board Vacancies
3. Regional and Municipal Shared Services Update (*John DiCarlo*)
 - a. CRCOG Purchasing Council
 - b. CRCOG Cybersecurity Program (*attachment*)
 - c. Household Hazardous Waste Program Attendance Policy (*attachment*)
4. Emergency Management Update (*John Field, Regional Coordinator for DEMHS Region 5, Joanna Rogalski*)
 - a. COVID-19 Response Update
 - Long Term Recovery Update
 - b. Regional Emergency Planning Team Update
 - c. Community Emergency Response Team Update
5. NVCOG Planning/Transportation
 - a. LOTCIP Program Update (*Christian Meyer, attachment*)
 - b. Transit Safety Performance Measures
6. Environmental Planning
 - a. Resilient CT Update (*David Murphy, Milone & MacBroom*)
 - b. Kinneytown Dam Update (*Aaron Budris, memo to follow*)
7. Other

Continued

8. Adjournment

Called by
Neil O'Leary, Chairman

Any member of the public wishing to address the board at a CNVMPO/NVCOG virtual meeting should send an email to info@nvcogct.gov with the following information:

- *Your name, address, and any professional affiliation (for the public record)*
- *Your phone number (only if you are using the phone dial-in option)*
- *The item number on the agenda you plan to address in your comments*

Your information must be received by 4:30 p.m. on the day before the meeting.

Because of the need for stable meetings and public security, anyone who does not provide the above information cannot be admitted to our online meetings.



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MINUTES

Naugatuck Valley Council of Governments and

Central Naugatuck Valley MPO

Virtual Video Conference Meeting (with limited in-person attendance)

10 a.m., Friday, November 13, 2020

NVCOG Representatives: David Cassetti, Mayor, Ansonia; Gerry Smith, First Selectman, Beacon Falls; Len Assard, First Selectman, Bethlehem; Ellen Zoppo-Sassu, Mayor, Bristol; Jerry Sitko, Alternate, Cheshire; Rich Dziekan, Mayor, Andrew Baklik, Alternate, Derby; Ed St. John, First Selectman, Middlebury; Pete Hess, Mayor, Naugatuck; George Temple, First Selectman, Oxford; David Merchant, Mayor, Plymouth; Bob Chatfield, Mayor, Prospect; Mark Lauretti, Mayor, Shelton; Jeff Manville, First Selectman, Southbury; Ed Mone, First Selectman, Thomaston; Neil O’Leary, Mayor, Waterbury; Tom Dunn, Mayor, Wolcott; Barbara Perkinson, First Selectwoman, Woodbury.

Guests/Other: Kevin Zak, Naugatuck River Revival Group; John Field, Regional Emergency Response Team, Region 5; David Murphy, Milone & MacBroom; Sara Radacsi, CTDOT; Hedy Ayers, Samantha LaBonne, Eversource; April Chaplin, The Kennedy Center; David Krechevsky, Waterbury Regional Chamber; Ellen Graham, Senator Richard Blumenthal’s Office; Jennine Lupo, Congresswoman Jahana Hayes’ Office; Cynthia Bombard, Central CT Chambers of Commerce.

Staff: Rick Dunne, Mark Nielsen, Aaron Budris, Joanna Rogalski, Lauren Rizzo, Christian Meyer, John DiCarlo, Karen Svetz, Michael Szpryngel, Richard Crowther, Jr., Gabriel Filer, Lesley Barewin.

Prior to the start of the meeting, there was a presentation about the Kinneytown Hydro Project and the Tingue Fish Ladder and Bypass Channel by Kevin Zak of the Naugatuck River Revival Group.

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. A quorum was present.

Public Comment: David Murphy of Milone & MacBroom spoke about the Resilient CT program and CIRCA. Samantha LaBonne of Eversource said this would be her last NVCOG meeting until April. Hedy Ayers spoke about Eversource’s COVID-19 payment plan.

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

a. Approval of Amendments to the 2021-2024 CNVMPO TIP

- i. Project No. 0170-3545: Highway Sign Replacement Program – On a motion by Ed Mone, seconded by Pete Hess, it was unanimously

VOTED: To approve CNVMPO Resolution 2021-07.

- b. *Approval of CNVMPO Resolution 2021-08 – Safety Performance Measures* – Christian Meyer said the Safety Performance Measures regulation supports the Highway Safety Improvement Program and requires State Departments of Transportation and MPOs to set targets for five safety performance measures that cover all public roadways regardless of ownership or functional classification. Approval of CNVMPO Resolution 2021-08 will adopt the state-developed Safety Performance Targets as the targets for the Central

Naugatuck Valley MPO. On a motion by Ed Mone, seconded by Pete Hess, it was unanimously

VOTED: To approve CNVMPO Resolution 2021-08 – Safety Performance Measures.

3. NVCOG Administrative Items

- a. *Approval of the Minutes of the October 9, 2020 NVCOG & CNVMPO Meeting* – On a motion by Pete Hess, seconded by Ed Mone, with Ed Mone abstaining, it was

VOTED: To approve the minutes of the October 9, 2020 NVCOG & CNVMPO meeting.

- b. *Approval of Agency Financial Reports and Summaries for Period Ending 9/30/20* – Michael Szpryngel reported that NVCOG is 25% through the fiscal year with a bottom line of \$183,000. OPM approved funding CFR COVID-19 recovery work from March 1 – June 30, 2020 for staff time and direct expenses. That amount is approximately \$80,000. OPM will not fund NVCOG for CFR COVID-19 recovery work from July 1 – December 31, 2020. On a motion by Ed Mone, seconded by Pete Hess, it was unanimously

VOTED: To approve the agency financial reports and summaries for the period ending 9/30/20.

Bob Chatfield stated that in the minutes of the October 9, 2020 meeting his name did not appear on the listing of NVCOG representatives present, although within the body of the minutes it was correctly recorded that he had made several motions and seconds. This omission was noted.

- c. *Approval of NVCOG Meeting Schedule for 2021* – On a motion by Tom Dunn, seconded by Pete Hess, it was unanimously

VOTED: To approve, as presented, the 2021 NVCOG and CNVMPO meeting schedule.

- d. *Approval of NVCOG Holiday Schedule for 2021* – On a motion by Pete Hess, seconded by Ed Mone, it was unanimously

VOTED: To approve, as presented, the 2021 NVCOG and CNVMPO holiday schedule.

- e. *Approval of MOU between NVCOG and Valley Transit District* – Rick Dunne explained that the MOU is to run the FTA program and outlines the roles and responsibilities of NVCOG and Valley Transit District. Responding to a question from Mark Lauretti, Mr. Dunne said the document had needed updating due to the old MOU referencing the Valley Council of Governments. This had been cited in the FTA review conducted earlier this year. Responding to questions from Ed Mone, Mr. Lauretti, as chairman of VTD, indicated he was comfortable with the new MOU and recommended moving forward to vote. The document had received attorney review. On a motion by Ed Mone, seconded by Bob Chatfield, it was unanimously

VOTED: To approve the MOU between NVCOG and Valley Transit District.

f. *Director's Report*

- NVCOG 2021 Legislative Agenda – Mr. Dunne said he would be speaking about the CTCOG agenda. Before the pandemic, a bill was put forth before the legislature dealing with the COGs and their statutory role. He hopes to report back next month with agenda items. In terms of COVID-19 funding, the COGs were funded from March through June out of the CARES Act. The COGs have not been funded for July through December. The COGs are producing a substantial amount of work and were told by OPM to use funds from the Regional Service Grant for activities. Additionally, cooperatively with WestCOG and Capitol Region COG, NVCOG developed a statewide application that was submitted to EDA. Once approved, the application should provide funding for COVID activities performed by the COGs. Capitol Region COG will be the primary administrator, and NVCOG expects to receive \$220,000.
- CT Brownfield Land Bank Bylaws Update – Mr. Dunne said he did not yet have a draft document from the attorneys but would continue to keep the board apprised.
- COG County Equivalency – Mr. Dunne said the federal government has announced that it is going to adopt COGs as county equivalents in 2023. Numbers will be aggregated by COG regions instead of counties in Connecticut. The COGS and planning regions are working with OPM in support of this.

4. **2020 Census Update**

Richard Crowther, Jr. said that, overall, the municipalities and regions had surpassed the 2010 self-report rate. It proved important to have community members involved in promoting participation in the Census. Mr. Crowther, Jr. explained that the Census uses “proxy” to count households that did not self-respond or talk with an enumerator. Proxy counting also includes a complicated statistical model that could undercount some families. The Census Bureau will deliver the apportionment counts to the President on December 31, 2020, and by April 1, 2021, the Census Bureau will send redistricting counts based on population to the states.

5. **Emergency Management Update**

- a. *COVID-19 Response Update* - Joanna Rogalski introduced John Field who gave an update on the coronavirus resurgence. Surge planning is being worked on with hospitals and long-term care facilities. The Governor's office has set forth Executive Orders in continuing response to COVID-19. Testing capability continues to be enhanced. Vaccine planning is being worked on, including logistical support. Community impact tracking continues to be important. Mr. Field noted a color map had been released by DPH. There is also an exposure app for phones and town-wide messaging. There has been a considerable reduction in the number of Farms to Family food boxes arriving in the state. The Bethlehem fairgrounds will no longer be used for regional distribution. The Governor will now hold weekly municipal conference calls. Mr. Field commended the COGS for their support in long term recovery planning and encouraged the municipalities to establish their long-term recovery teams. Storage of vaccines and associated costs were also discussed.
- Long Term Recovery Update – Joanna Rogalski said the Region 5 Regional Recovery Steering Committee is meeting on December 18. Short- and long-term needs will be addressed at the virtual meeting. The McCrystal Group expects to

have a report on economic resilience by mid-December. An unmet needs form is being developed by the state.

- b. *Regional Emergency Planning Team Update* – The REPT Region 5 CEO meeting will be held on Monday. Proxy forms may be submitted.
- c. *Community Emergency Response Team Update* – DEMHS is encouraging submission of Category D grant applications for training and equipment. On November 17, a FEMA webinar will be held to how to encourage CERT participation.

6. NVCOG Planning/Transportation

- a. *LOTICIP: Approval of NVCOG Resolution 2021-10 – Award of Third-Party Review for the Beach Road Project in Wolcott* – On a motion by Pete Hess, seconded by Ed Mone, it was unanimously

VOTED: To approve NVCOG Resolution 2021-10 – Award of Third-Party Review for the Beach Road Project in Wolcott.

- b. *LOTICIP: Approval of NVCOG Resolution 2021-11 – North/South Main Street & Bank Street Reconstruction Project, Waterbury* – Christian Meyer explained that the proposed project to reconstruct portions of streets in the vicinity of Exchange Place has been split off from the previously endorsed Exchange Place Revitalization project. On a motion by Ed Mone, seconded by Pete Hess, it was unanimously

VOTED: To endorse NVCOG Resolution 2021-11 committing regionally apportioned LOTICIP funds to the described roadway reconstruction project in the City of Waterbury.

- c. *Route 8 and Waterbury Rail Line Corridors TOD and Alternative Modes Assessment Update* – Mark Nielsen explained the goal of this project is to determine improvements to the existing commuter rail line and identify the preferred option for transit services within and along Route 8 between Derby and Bridgeport. TOD overlay zones are being assessed and detailed build-out scenarios are being completed. The preferred alternate transit alignments are being modeled to determine their relative impacts on the community and estimate potential ridership levels and diversion from private vehicle use. A traffic impact and public transit ridership analysis is being conducted to identify strategies for increasing transit ridership. The target date for completion is the end of December 2020. Stakeholder and public meetings will be scheduled for the early part of 2021.

7. Environmental Planning

- a. *Brownfields Program Updates*
 - i. Regional Brownfield Partnership Annual Meeting, 12/4/20 – Lesley Barewin said NVCOG would be hosting the annual meeting virtually. A registration link was sent, and reminders will also be sent.
 - ii. Newsletter and NVCOG Website Updates – Ms. Barewin said the brownfield page on the NVCOG website has been updated. A newsletter on brownfield activities was sent out earlier in November. Newsletters will be sent regularly to provide updates.

iii. CT Brownfield Land Bank Bylaws Update – Rick Dunne said this item could be skipped, as it had been discussed earlier in the Director’s Report.

b. *Update on Kinneytown Hydro Meeting with US Fish & Wildlife and CTDEEP* – Mr. Dunne noted that this item had already been addressed during the presentation portion of the meeting. There was no further discussion.

8. **Other**

There was no other business.

9. **Adjournment**

At 11:49 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
Ed Mone, Secretary



**CENTRAL NAUGATUCK VALLEY
METROPOLITAN PLANNING ORGANIZATION**

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

RESOLUTION 2021-07

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 Surface Transportation Program – Anywhere (STPA) grant funds for projects 0170-3545.

WHEREAS, the proposed projects do 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 metropolitan 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 as listed and described in the attachment to this resolution.

This resolution shall become effective as of November 13, 2020.

I do hereby certify that the resolution adopted by the Central Naugatuck Valley MPO at a public meeting held on November 13, 2020, at which a quorum was present and that the same is a correct and true transcript from the original thereof.

Ed Mone, Secretary

November 13, 2020

Date



**CENTRAL NAUGATUCK VALLEY
METROPOLITAN PLANNING ORGANIZATION**

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CNVMPO RESOLUTION 2021-08

**RESOLUTION FOR ENDORSEMENT OF TARGETS FOR SAFETY PERFORMANCE MEASURES
ESTABLISHED BY CTDOT**

WHEREAS, the Central Naugatuck Valley Metropolitan Planning Organization (CNVMPO) has been designated by the Governor of the State of Connecticut as the Metropolitan Planning Organization (MPO) responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for the Central Naugatuck Valley Metropolitan Planning Area; and

WHEREAS the Highway Safety Improvement Program (HSIP) final rule (23 CFR Part 490) requires States to set targets for five safety performance measures by August 31, 2020, and

WHEREAS, the Connecticut Department of Transportation (CTDOT) has established targets for five performance measures using both a 5-year moving average trendline and an annual trendline to guide the selection of targets for:

- (1) Number of Fatalities,
- (2) Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT),
- (3) Number of Serious Injuries,
- (4) Rate of Serious Injuries per 100 million VMT, and
- (5) Number of Non-Motorized Fatalities and Non-motorized Serious Injuries, and

WHEREAS, the CTDOT coordinated the establishment of safety targets with the 8 Metropolitan Planning Organizations in Connecticut at the June 2020 Council of Governments (COG) Coordination meeting, and

WHEREAS, the CTDOT has officially adopted the safety targets in the HSIP annual report dated August 28, 2020, and the Highway Safety Plan dated July 21, 2020 and

WHEREAS the CNVMPO may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the aforementioned State's targets, or establish its own target within 180 days of the State establishing and reporting its safety targets,

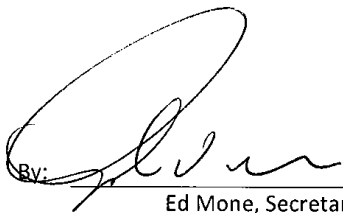
NOW THEREFORE, BE IT RESOLVED, that the CNVMPO Policy Board has agreed to support CTDOT's 2021 targets for the five safety performance targets as attached herein, and

ANDOVER • BEACON FALLS • BETHLEHEM • BRISTOL • CHESHIRE • DERBY • MIDDLETOWN • NAUGATUCK • OXFORD • PLYMOUTH
PROSPECT • SEYMOUR • SHELTON • SOUTHBRURY • THOMASTON • WATERBURY • WATERTOWN • WILLOTT • WOODBURY

BE IT FURTHER RESOLVED, that the CNVMPO Policy Board will plan and program projects that contribute to the accomplishment of said targets.

CERTIFICATE: The undersigned duly qualified Secretary of the CNVMPO certifies that the foregoing is a true and correct copy of a resolution adopted by the voting members of the CNVMPO on November 13, 2020.

Date: November 13, 2020

By: 
Ed Mone, Secretary



**NAUGATUCK VALLEY
COUNCIL of GOVERNMENTS**

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RESOLUTION 2021-10

**LOTICIP
PROFESSIONAL DESIGN REVIEW SERVICES**

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its meeting on November 13, 2020 in Waterbury, Connecticut, at which a quorum was present.

WHEREAS, the Naugatuck Valley Council of Governments receives funds from the Connecticut Department of Transportation under the Local Transportation Capital Improvement Program (LOTICIP) to administer the program and conduct professional review of design plans and specifications prepared by local project sponsors.

WHEREAS, the NVCOG conducted a qualifications-based selection process to create an on-call consultant list to conduct the professional review of design plans and specifications submitted by LOTICIP project sponsors.

WHEREAS, the NVCOG solicited requests for proposals and bids from the consultants on the approved on-call list to conduct the professional design review for the final design plans for the Beach Road Reconstruction Project in the Town of Wolcott.

WHEREAS, the lowest qualified bid received, at a cost not-to-exceed \$4,300 was submitted by AI Engineers.

BE IT RESOLVED, that the NVCOG endorses the selection of AI Engineers from the NVCOG on-call consultant list to conduct the professional design review for the Beach Road Reconstruction Project and authorizes the Executive Director to execute any and all agreements with AI Engineers related to the professional design review of the Beach Road Reconstruction Project.

Dated at Waterbury, Connecticut, on November 13, 2020
Agency: Naugatuck Valley Council of Governments

Signed 

Ed Mone, Secretary

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PROSPECT • SEYMOUR • SHELTON • SOUTHBRIDGE • THOMASTON • WATERBURY • WATERTOWN • WOLCOTT • WOODBRIDGE



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RESOLUTION 2021-11

LOTICIP

**ALLOCATE NVCOG ATTRIBUTABLE FUNDS FOR NORTH MAIN,
SOUTH MAIN AND BANK STREET
RECONSTRUCTION PROJECT, WATERBURY**

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its meeting on November 13, 2020, in Waterbury, Connecticut, at which a quorum was present.

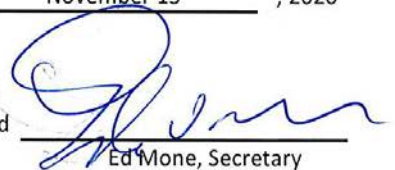
WHEREAS, The NVCOG is responsible for selecting and distributing funds to member municipalities under the Local Transportation Capital Improvement Program ("Program").

BE IT RESOLVED, that the NVCOG approves the allocation of \$5,248,050 in Program funds attributable to the Naugatuck Valley planning region to fully fund the North Main, South Main and Bank Street Reconstruction project as described and modified in Memorandum 20201113-LOTICIP-NSMain.

Dated at Waterbury, Connecticut, on November 13, 2020

Agency: Naugatuck Valley Council of Governments

Signed


Ed Mone, Secretary

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PROSPECT • SEYMOUR • SHELTON • SOUTHBRURY • THOMASTON • WATERBURY • WATERTOWN • WILLOTT • WOODBURY



December 4, 2020

MEMORANDUM: 12042020-FIN-01

To: NVCOG Board Members
From: Michael P. Szpryngel, Director of Finance
Subject: Financial Report for Period Ending October 31, 2020

Financial Statements

**NVCOG
Balance Sheet
For Period Ending October 31, 2020**

Assets	
Checking Account [1]	1,778,303
Accounts Receivable	1,181,800
Other Assets	691,659
Total Assets	3,651,761
Liabilities & Equity	
Liabilities	
Accounts Payable	584,063
Accruals	207,942
Deferred Revenue	1,347,355
Other Current Liabilities	689,703
Total Liabilities	2,829,064
Equity	
General Fund - Unrestricted	720,943
Net Position [2]	101,755
Total Equity	822,698
Total Liabilities & Equity	3,651,761

NVCOG
Bank Balances
For Period Ending October 31, 2020

Bank Account	Beginning Balance	Increase (Decrease)	Ending Balance
Checking	65,940	(43,272)	22,668
Money Market	1,131,251	74,416	1,205,667
RLF	534,381	10,113	544,494
	1,731,572	41,257	1,772,829

NVCOG
Deferred Revenue
For Period Ending October 31, 2020

Fund	Beginning Balance FY 20	Decrease	Increase	Ending Balance Oct 31, 2020
RLF Program Income	517,455	-	40,464	557,919
PL Carry Over Funds	17,886	(4,551)	-	13,336
Transportation Projects	283,830	(84,139)	-	199,691
EPA	(6,284)	(11,357)	265,373	247,732
LOTICIP-NVCOG	77,399	(19,511)	-	57,888
DECD Projects	1,891	-	-	1,891
DEMHS/Homeland Sec	18,896	(5,304)	8,200	21,792
CERT Citiz Emerg Resp	1,811	(704)	-	1,107
FEMA	-	(722)	49,400	48,678
Reg Incentive Gt Programs	7,119	-	-	7,119
OPM/RSG 2020	82,500	(29,001)	-	53,499
OPM/RSG 2021	-	(209,352)	285,442	76,090
DEEP Greenway	6,937	(4,056)	-	2,881
Regional Planner Town Split	8,657	(21,248)	34,197	21,606
LOCAL-POCD	47	-	-	47
Local Projects	2,058	(2,058)	-	-
SHEL-GIS	6,630	-	-	6,630
Hazardous Waste	16,210	(15,173)	15,001	16,038
General Fund Total	4,913	-	8,500	13,413
Total	1,047,954	(407,175)	706,576	1,347,355

NVCOG
Profit & Loss | Budget vs. Actual
For July 1, 2018 – October 31, 2020

Funding	Total Budget			G & A			Direct Pass Through		
	Adopted Budget 5/8/2020	Actual	Variance	Adopted Budget 5/8/2020	Actual	Variance	Adopted Budget 5/8/2020	Actual	Variance
PL Funding	930,812	222,706	24%	930,812	219,963	24%	-	2,743	0%
PL Carry Over	382,874	70,502	18%	120,674	3,944	3%	262,200	66,558	25%
Transportation Projects	400,000	115,168	29%	-	1,041	0%	400,000	114,126	29%
EPA - Old	30,787	625,952	2033%	2,787	4,059	146%	28,000	621,893	2221%
EPA - New	137,288	-	0%	20,788	-	0%	116,500	-	0%
EPA - Program Income	48,250	-	0%	16,250	-	0%	32,000	-	0%
EPA - Land Bank	-	8,757	0%	-	8,757	0%	-	-	0%
FTA	568,964	96,662	17%	57,964	36,181	62%	511,000	60,481	12%
LOTICIP	120,800	19,511	16%	100,800	19,511	19%	20,000	-	0%
DECD	52,000	3,894	7%	-	-	0%	52,000	3,894	7%
DEHMS	8,400	5,304	63%	8,400	5,304	63%	-	-	0%
CERT	4,000	704	18%	4,000	704	18%	-	-	0%
FEMA Pre-Disaster Mitigation	255,000	41,286	16%	5,000	2,167	43%	250,000	39,119	16%
FEMA - Local Match	27,260	722	3%	25,760	722	3%	1,500	-	0%
RSG	570,882	209,351	37%	538,669	206,810	38%	32,213	2,541	8%
RSG FY2020 Ext [1]	84,000	29,001	35%	-	-	0%	84,000	29,001	35%
Resilient CT	30,000	17,311	58%	30,000	17,311	58%	-	-	0%
DEEP	16,000	9,906	62%	12,000	4,056	34%	4,000	5,850	146%
Regional Incentives	701,000	132,839	19%	-	-	0%	701,000	132,839	19%
Regional Election Monitor	10,000	-	0%	-	-	0%	10,000	-	0%
Regional Municipal Services [2]	170,884	21,845	13%	170,884	21,126	12%	-	720	0%
Fish & Wild Life	-	2,746	0%	-	1,497	0%	-	1,250	0%
Shelton GIS	3,000	3,000	100%	-	-	0%	3,000	3,000	100%
Household Hazardous Waste	111,500	77,901	70%	15,000	15,940	106%	96,500	61,960	64%
Municipal Dues	223,152	223,152	100%	223,152	219,647	98%	-	3,505	0%
Brownfield Dues	25,000	27,000	108%	25,000	26,130	105%	-	870	0%
COVID Relief - OPM [3]	-	-	0%	-	-	0%	-	-	0%
Local Projects [4]	-	2,058	0%	-	2,058	0%	-	-	0%
Capital Purchasing Program	7,000	-	0%	-	-	0%	7,000	-	0%
Miscellaneous	800	22	3%	800	-	0%	-	22	0%
Interest	2,000	311	16%	2,000	311	16%	-	-	0%
Total Funding	4,921,653	1,967,612	40%	2,310,740	817,240	35%	2,610,913	1,150,372	44%
Expenses									
Salaries	1,421,384	415,309	29%	1,421,384	415,309	29%	-	-	0%
Payroll Taxes	101,086	32,327	32%	101,086	32,327	32%	-	-	0%
Pension	90,605	47,643	53%	90,605	47,643	53%	-	-	0%
Medical/Life/Disability	389,694	115,037	30%	389,694	115,037	30%	-	-	0%
G&A - Schedule 1	412,671	94,802	23%	307,971	74,802	24%	104,700	20,000	19%
Direct Pass Through - Schedule 1	2,506,213	1,130,372	45%	-	-	0%	2,506,213	1,130,372	45%
Total Expenses	4,921,653	1,835,490	37%	2,310,740	685,118	30%	2,610,913	1,150,372	44%
Fund Balance Increase (Decrease)	-	132,122	0%	-	132,121	0%	-	-	0%

NVCOG
Profit & Loss | Schedule 1 G&A
For July 1, 2020 – October 31, 2020

Expenses	Total			Indirect			Direct		
	Adopted Budget 5/8/2020	Actual	Variance	Adopted Budget 5/8/2020	Actual	Variance	Adopted Budget 5/8/2020	Actual	Variance
Advertisement	8,000	6,752	84%	2,000	-	0%	6,000	6,752	113%
Capital Equipment									
IT Equipment	15,700	-	0%	10,000	-	0%	5,700	-	0%
Office Equipment	5,000	-	0%	5,000	-	0%	-	-	0%
Computer Software & Maintenance									
Software	47,000	9,914	21%	25,000	9,299	37%	22,000	615	3%
IT Maintenance [1]	15,156	4,852	32%	15,156	4,852	32%	-	-	0%
Contractors / Subcontractors	-	-	0%	-	-	0%	-	-	0%
Dues/Professional / Conferences	5,000	2,598	52%	5,000	2,598	52%	-	-	0%
Insurance									
Business / Office	15,000	8,526	57%	15,000	8,526	57%	-	-	0%
Workers Comp	4,000	1,240	31%	4,000	1,240	31%	-	-	0%
Lease Expense	2,500	210	8%	2,500	210	8%	-	-	0%
Professional Services									
Accounting	20,000	-	0%	20,000	-	0%	-	-	0%
Legal	45,000	13,286	30%	15,000	1,997	13%	30,000	11,289	38%
Printing	6,000	926	15%	5,000	904	18%	1,000	22	2%
Office Supplies	25,000	5,261	21%	20,000	4,848	24%	5,000	414	8%
Rent	84,315	25,550	30%	84,315	25,550	30%	-	-	0%
Repairs / Renovations	20,000	-	0%	20,000	-	0%	-	-	0%
Telephone/Internet Service	15,000	4,853	32%	15,000	4,853	32%	-	-	0%
Training / Professional Development	5,000	1,800	36%	1,000	1,800	180%	4,000	-	0%
Travel/Meetings	41,000	1,231	3%	15,000	322	2%	26,000	908	3%
Utilities									
Leavenworth	15,000	4,670	31%	15,000	4,670	31%	-	-	0%
Derby Train Station [2]	10,000	1,579	16%	5,000	1,579	32%	5,000	-	0%
Website	5,000	1,236	25%	5,000	1,236	25%	-	-	0%
Unemployment [3]	-	272	0%	-	272	0%	-	-	0%
Bank Fees [4]	1,000	48	5%	1,000	48	5%	-	-	0%
Miscellaneous [5]	1,000	-	0%	1,000	-	0%	-	-	0%
Contingency	2,000	-	0%	2,000	-	0%	-	-	0%
Total	412,671	94,802	23%	307,971	74,802	24%	104,700	20,000	19%
Direct Expenses <Contractors/Subs>	2,506,213	1,130,372	45%	-	-	0%	2,506,213	1,130,372	45%
Total Expenses	2,918,884	1,225,174	42%	307,971	74,802	24%	2,610,913	1,150,372	44%

Finance Report

NVCOG is 4 months through Fiscal Year 2020 – 33%

- Bottom Line: \$132,122

Notes to Financial Statements

Balance Sheet

[1] There is a difference in the cash balances from the bank statements and the cash balance from the Balance Sheet due to checks to vendors that have not been cashed.

[2] Net Position is adjusted to reflect Expenses incurred but pending approval from project managers. Once approved, revenue will be reflected on Balance Sheet.

Budget to Actual

[1] RSG - "No Cost" Extension for Wastewater Project & Oxford Main Study

[2] Formerly Labeled "Municipal Shared Planner"; Combination of Municipal Shared Planner and Shared Building Inspector

[3] Not in Adopted Budget

[4] Smaller projects not covered in Adopted Budget

Schedule 1 G&A

[1] Previously "IT Maintenance Agreement"; includes the maintenance agreement and additional computer maintenance

[2] Will be opening an FTA grant for a Facility Assessment of the Derby Train Station; this will move all or part of the cost to direct pass through

[3] Unemployment not previously in budget

[4] Not previously in budget; People's Bank is adding fees to our account, will shop around for a new bank with no fees

[5] N/A



Program Summary

- Competitive procurement for municipal piggybacking
- Easy to understand Cybersecurity Service Packages
- Start-to-finish Cybersecurity services for municipalities of all sizes
- CRCOG administrative support and expertise

CRCOG Cybersecurity Program

The Capitol Region Council of Governments has partnered with Novus Insight, a wholly-owned subsidiary of the Connecticut Center for Advanced Technology (CCAT). Municipalities now have immediate access to a local, independent, and trusted Cybersecurity service provider and consultant.

While many cities and towns have improved their cyber posture, most are still under prepared to respond to a serious incident or attack. More steps need to be taken, beginning with an assessment process. To assist with this, CRCOG and Novus have developed a program that assesses your current infrastructure, identifies gaps and vulnerabilities, regularly scans systems and networks, and provides proper training for municipal staff. This program is designed to address immediate requirements and maintain an effective long-term strategy for tomorrow's Cybersecurity threats.

Novus Insight

- Supporting municipalities since 2008
- Subsidiary of CT Center for Advanced Technology (CCAT)
- 40+ employees
- IT support, technology consulting, application development, and services
- Located in East Hartford, CT

Cybersecurity Service Packages

System Assessment

- Inventory and review of applications and data systems
- Gap Analysis with Internal Policy Review
- Prioritized Plan of Action Report with cost projections

Network Security Monitoring

- Monitoring the health and security of your network
- System Reports and Firewall Alerts
- Data loss detection and mitigation

Virtual Information Security Officer (VCISO)

- On-call Cybersecurity Expert
- Cybersecurity emergency response services
- Monthly non-emergency preparedness consulting

Staff Training

- Web-based awareness training and testing
- On-location presentation upon request
- Phishing Tests and Staff Performance Reports

Inquiries

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Assessment

	Small Town	Medium Town	Large Town	Small City	City
	0-9,999 Population	10,000-24,999 Population	25,000-39,999 Population	40,000-59,999 Population	60,000 + Population
Inventory	\$1,550	\$2,550	\$3,600	\$3,950	\$5,100
Gap Analysis	\$4,100	\$7,150	\$9,700	\$12,150	\$18,400
Vulnerability	\$3,100	\$4,600	\$6,650	\$8,800	\$9,200
Plan of Action	\$5,100	\$9,200	\$13,300	\$16,900	\$25,500
Total	\$13,850	\$23,500	\$33,250	\$41,800	\$58,200

Network Maintenance

	Small Town	Med. Town	Large Town	Small City	City
	0-9,999 Population	10,000-24,999 Population	25,000-39,999 Population	40,000-59,999 Population	60,000 + Population
Set Up	\$1,350	\$1,350	\$2,700	\$3,250	\$4,050
Monitoring	\$53.10/ device/year	\$39.00/ device/year	\$28.60/ device/year	\$25.00/ device/year	\$21.50/ device/year
Review	\$180/month	\$180/month	\$360/month	\$360/month	\$720/month

Virtual Chief Information Security Officer (VCISO)

	Small Town	Med. Town	Large Town	Small City	City
	0-9,999 Population	10,000-24,999 Population	25,000-39,999 Population	40,000-59,999 Population	60,000 + Population
VCISO	\$420/month	\$840/month	\$1,255/month	\$1,675/month	\$4,132/month

Staff Training

	Small Town	Med. Town	Large Town	Small City	City
	0-9,999 Population	10,000-24,999 Population	25,000-39,999 Population	40,000-59,999 Population	60,000 + Population
Set Up	\$675	\$1,350	\$2,700	\$3,375	\$4,050
Per User	\$2.00/month	\$1.90/month	\$1.70/month	\$1.60/month	\$1.25/month



December 4, 2020

MEMORANDUM: 20201211- HHW Program Event Attendance

To: NVCOG Members and Alternates
From: John DiCarlo, Municipal Shared Services Director
Subject: **Household Hazardous Waste Collection Day Attendance**

Background:

The NVCOG Household Hazardous Waste (HHW) Program serves 15 municipalities (Ansonia, Beacon Falls, Bethlehem, Derby, Middlebury, Naugatuck, Oxford, Prospect, Seymour, Southbury, Thomaston, Waterbury, Watertown, Wolcott and Woodbury). HHW events give residents the opportunity to properly dispose of hazardous materials that are commonly used in the home including paint, pesticides, household cleaners, poisons, and chemicals. The goal of the program is to keep potentially hazardous waste out of local landfills and sewers, providing extra protection for wetlands and waterways.

It holds three collection events annually that rotate in locations throughout the towns. Each municipality is required to send one representative to staff the line and is empowered to make a financial decision on its behalf on whether to allow a resident to dispose of materials if their materials are over the event weight limit or have extraordinary disposal costs, etc.

Proposed change to attendance protocol:

Several municipal representatives have expressed concerns regarding municipalities not sending the required one municipal staff member to multiple collections in a given year or sending a staff member incapable of serving the entire shift. During the Annual HHW Program Meeting attended by municipal representatives on November 17, 2020, the following attendance protocol was proposed and unanimously voted approved by members:

Municipalities must send a representative who can 1) Be primarily standing outside for a 6.5 hour shift and 2) Make financial decisions on behalf of the municipality regarding when a resident arrives with items for disposal that are either over the weight limit or could incur an extraordinary disposal cost. On November 17, 2020, the following attendance protocol was proposed and unanimously voted approved by members:

If a town does not send a representative, the NVCOG staffer in charge of the event is responsible for determining when a resident comes in with items for disposal that are either over the weight limit or could incur extraordinary disposal cost whether they will be allowed to dispose of these items and that said staffer typically errs on the side of allowing such disposal.

(Continued)

(Page 2)

Also, the population-based administrative fee (which is currently \$15,000 annually, split among all municipalities on a population-based formula) automatically doubles for the following fiscal year if a town fails to send a representative to two consecutive collections. Municipal CEOs will be sent attendance sheets after every collection and receive two warnings before any penalty is incurred.

Staff recommends approval of this attendance protocol.

Proposed Motion:

To approve the attendance protocol approved by the NVCOG Household Hazardous Waste Committee at its 11/17/2020 Meeting.



December 11, 2020

MEMORANDUM: 20201211-LOTICIP

To: NVCOG Board and Alternates
From: Christian Meyer, Supervising Transportation Planner
Subject: LOTICIP Update

The Local Transportation Capital Improvement Program (LOTICIP) provides state funds to planning regions to solicit and fund transportation project development. The LOTICIP represents an important portion of regional transportation infrastructure spending for local roadway and active transportation projects. Over the course of the calendar year, capital improvement projects funded under the LOTICIP continued to progress and if spread of the Corona Virus has affected the rate of project delivery, it has been minors. Three projects have been completed this year and NVCOG staff expect two more to be completed before the end of the year.

To date \$52.5 million has been allocated to the NVCOG region by the Connecticut State Bonding Commission. To date, \$24.2 million has been expended for NVCOG program of projects, leaving a current balance of \$30.3 million. Additionally, the CTDOT has the authority to ask the SBC for an additional \$8.8 million in 2021 funds, as needed.

Local Program Status

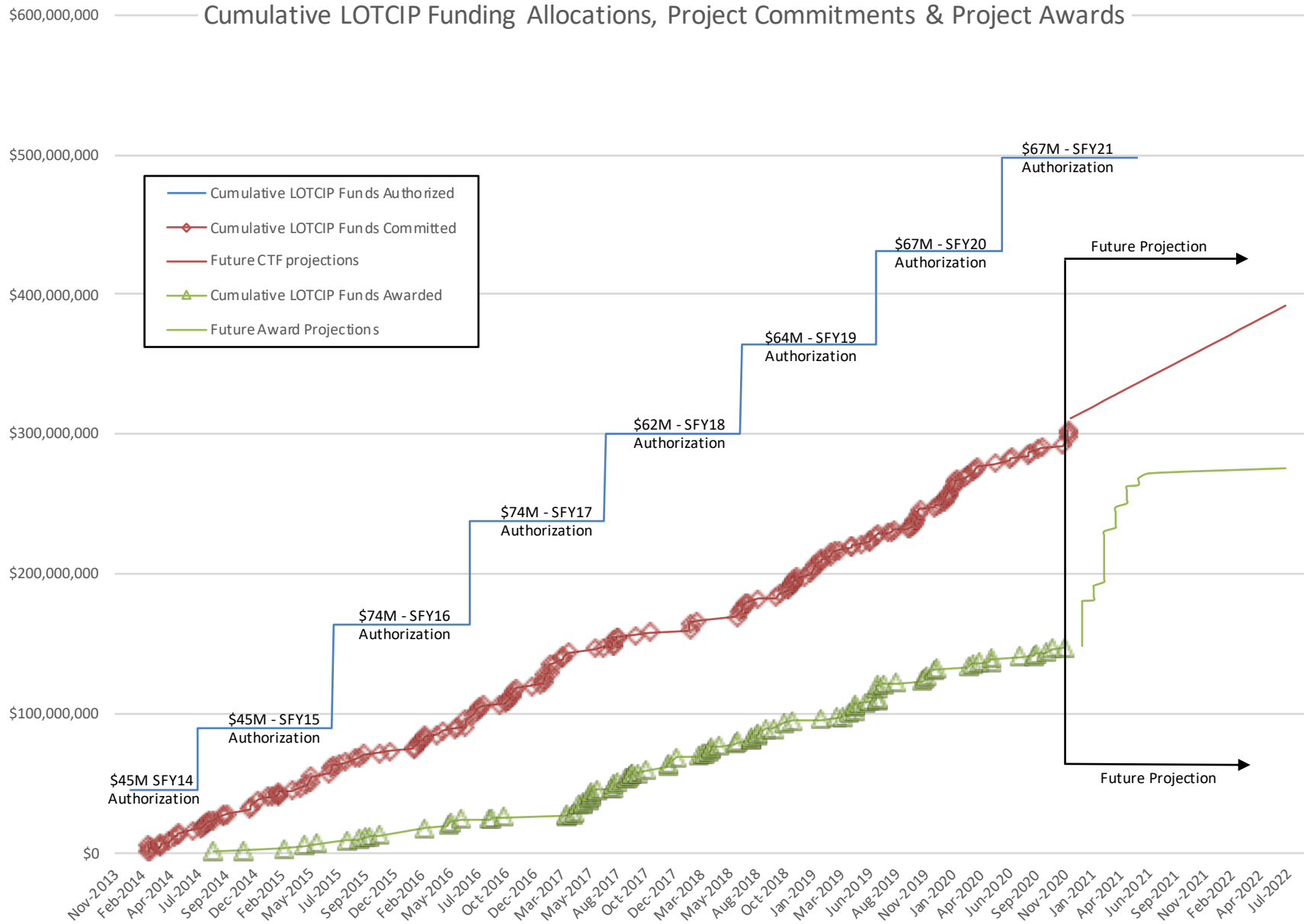
1.	Completed	11 Projects	\$20.7 Million
2.	Under Construction	2 Projects	\$6.2 Million
3.	Under Design	10 Projects	\$35.0 Million
4.	Applications Under Review with CTDOT	5 Projects	n/a
5.	Preliminary Planning	8 Projects	n/a

Total Funds Committed (1+2+3):

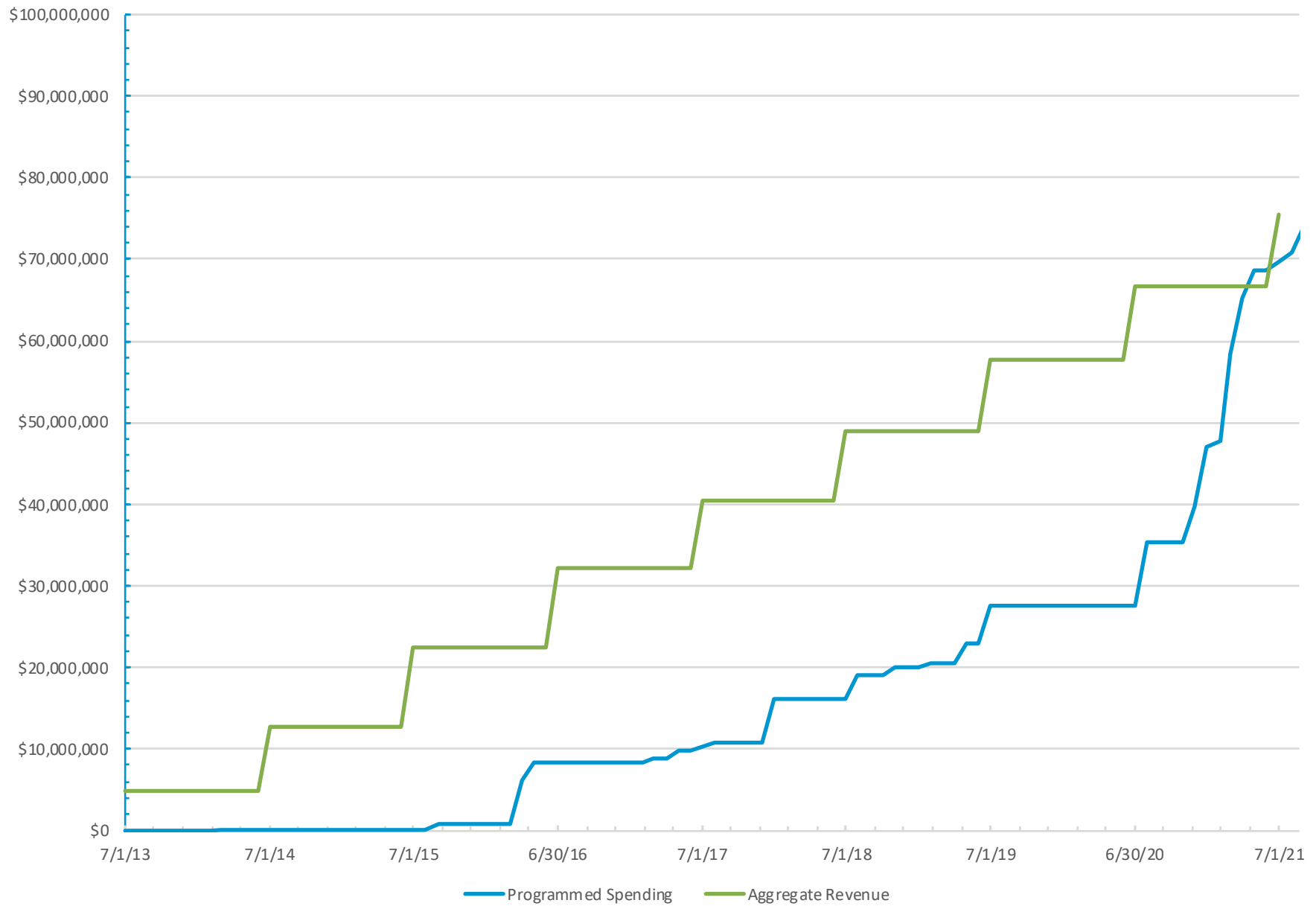
36 Projects \$61.5 Million

Continuing to advance projects to construction and obligate funds is an important indicator to the state legislator of the demand and importance of this program. The following charts illustrate the current delays regionally and statewide between allocation and project expenditure. NVCOG staff will continue to work with municipal representatives and design consultants to ensure projects maintain their design delivery schedules in an effort to shorten this process.

Cumulative LOTCIP Funding Allocations, Project Commitments & Project Awards



NVCOG LOTCIP Programmed Spending





December 11, 2020

MEMORANDUM: 20201211-TransitSafety

To: NVCOG Board and Alternates
From: Christian Meyer, Supervising Transportation Planner
Subject: Transit Safety Performance Measures – Targets

The Public Transportation Agency Safety Plan (PTASP) regulations apply to any State or provider of public transportation that receives Federal financial assistance under 49 U.S.C. Section 5307 (Urbanized Area Formula Program). The purpose of the PTASP is to develop, implement, maintain, and continuously improve processes to ensure the safety of operations, passengers, employees, vehicles, and facilities

With regard to the CTDOT, the plan needs to include targets for CTtransit Waterbury Division, operated by NET Co. Based on coordination with NET Co., targets have been set based on a five-year rolling average. NVCOG staff also met with CTDOT staff to consult on the targets.

The current deadline for CTDOT compliance is December 31, 2020. The targets will be renewed annually. No action is necessary from the NVCOG/CNVMPPO board at this time.

Safety Performance Targets - Northeast Transportation Company							
Mode of Transit Service	Fatalities		Injuries		Safety Events		System Reliability
	total	per 1 Million VRM ¹	total	per 1 Million VRM	total	per 1 Million VRM	VRM / mechanical failures
Motorbus (MB)	0	0	12	10.5	8	6.7	26,608
Demand Response (DR)	0	0	3	4.2	3	3.7	177,445