



NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

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MINUTES
Naugatuck Valley Council of Governments
and
Central Naugatuck Valley MPO
Hybrid Meeting
NVCOG Conference Room
49 Leavenworth Street, 3rd Floor
Waterbury, CT 06702
10 a.m., Friday, January 14, 2022

NVCOG Representatives: David Cassetti, Mayor, Ansonia (virtual); Stephen Sordi, First Selectman, Bethlehem (in-person); Jeff Caggiano, Mayor, Bristol (virtual); Rich Dziekan, Mayor, Derby (in-person); Ed St. John, First Selectman, Middlebury (virtual); Pete Hess, Mayor, Naugatuck (virtual); George Temple, First Selectman (in-person); Joe Kilduff, Mayor, Plymouth (virtual); Bob Chatfield, Mayor, Prospect (virtual); Mark Lauretti, Mayor, Shelton (in-person); Jeff Manville, First Selectman, Southbury (virtual); Ed Mone, First Selectman, Thomaston (virtual); Neil O’Leary, Mayor, Waterbury (in-person); Jonathan Ramsay, Town Council Chair, Watertown (virtual); Tom Dunn, Mayor, Wolcott (in-person); Barbara Perkinson, First Selectwoman, Woodbury (virtual).

Guests/Other: Commissioner Mark Boughton (virtual); Cathy Awwad, NRWIB (virtual); Joel Serota (virtual); April Chaplin, The Kennedy Center (virtual); John Field, DEMHS Region 5 (virtual); Sara Radacsi, CTDOT (virtual); Hedy Ayers, Eversource (virtual); Lou Mangini, Office of Congresswoman Rosa DeLauro (virtual); Ellen Graham, Office of Senator Richard Blumenthal (virtual); Tommy Hyde, Naugatuck Valley Regional Development Corp. (virtual); Joe Violette, Greater Waterbury Regional Chamber (virtual); Jennine Lupo, Office of Congresswoman Jahana Hayes, (virtual); State Representative Cindy Harrison (virtual); Mike Simmons (virtual).

Staff: Rick Dunne (in-person), Mark Nielsen (virtual), Josh Lecar (virtual), Richard Crowther, Jr. (in-person), Michael Szpryngel (virtual); John DiCarlo (in-person)

Prior to the start of the meeting, there was a presentation on the Bipartisan Infrastructure Law (BIL) by Mark Boughton, Commissioner of DRS and Governor Lamont’s Senior Advisor on Infrastructure.

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

Chairman Neil O’Leary called the meeting to order at 10 a.m. Those in attendance recited the Pledge of Allegiance and the roll was called. For public comment, April Chaplin of The Kennedy Center, who is also a GWTD board member, said there is concern about the well-being of senior citizens. She suggested reaching out to the state Agency on Aging for written guidance and having CEO discussions about the status and activities of municipal senior centers. Transportation for seniors is an important issue.

2. Report from the Nominating Committee and Election of 4 NVCOG Officers and 5 At-Large Executive Committee Members to Serve 1/1/22 – 12/31/23

- a. *Report from the Nominating Committee* – Tom Dunn said the Nominating Committee suggests the following slate of officers and executive committee members:

Officers

Mayor Neil O’Leary – Chairman
Mayor Mark Lauretti – Vice Chairman
First Selectman Ed Mone – Treasurer
Mayor Pete Hess – Secretary

Executive Committee

Mayor David Cassetti
First Selectman Ed St. John
Mayor Thomas Dunn
Mayor Richard Dziekan
Mayor Jeffrey Caggiano

- b. *Election of Officers* – On a motion by Bob Chatfield, seconded by George Temple, it was unanimously

VOTED: To approve the slate of Officers and Executive Committee members as recommended by the Nominating Committee

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

- a. *Adoption of CNVMPO Resolution 2022-06 – TIP Amendments for Projects 0080-0132, 0168-0161, and 0174-0442* – Rich Donovan said there are two new projects to be added to the TIP and one project to be moved from the previous 2018-2021 TIP to the current 2021-2024 TIP.

New Project No. 0080-0132 involves the rehab of Bridge 01164, South Street Bridge over I-84, Middlebury. New Project No. 0168-0161 involves the preservation of Bridges 05061, 05062, 05066, and 05067 in Woodbury. Project No. 0174-0442, to be moved to the current TIP, involves the replacement of traffic control signals throughout District 4. On a motion by Ed Mone, seconded by Tom Dunn, it was unanimously

VOTED: To adopt CNVMPO Resolution 2022-06, approving the above listed TIP amendments.

4. **NVCOG Administrative Items**

- a. *Approval of the Minutes of the December 10, 2021 NVCOG & CNVMPO Meeting* – On a motion by Bob Chatfield, seconded by Rich Dziekan, it was unanimously

VOTED: To approve the minutes of the December 10, 2021 NVCOG and CNVMPO meeting.

- b. *Approval of Agency Financial Reports and Summaries for the Period Ending 11/30/21* – Mike Szpryngel reviewed the financial report. A deficit budget of approximately \$103,000 had been adopted due to a state funding cut. Mr. Szpryngel re-examined the budget last month and projected a \$10,000 surplus. However, with the audit report being finalized, it now looks like NVCOG can expect a \$40,000 surplus due to the audited indirect rate reimbursement being recognized in the current fiscal year, pending CTDOT approval. The current net position is an approximate \$180,000 surplus, which will converge towards his projections as the year progresses. On a motion by Ed Mone, seconded by Bob Chatfield, it was unanimously

VOTED: To approve the NVCOG financial reports and summaries as presented.

- c. *Audit Report FY 2021 – Update* – Mr. Szpryngel said the audit report had been distributed. There have been no substantive changes since the draft report was reviewed with the audit committee last month. Mr. Szpryngel had projected a deficit last year, related to the Covid-19 pandemic, of \$134,000. The net position came in at a deficit of \$101,000. However, NVCOG gained an additional \$100,000 to the general fund balance, bringing the net position

to \$843,000, due to a change in accrued PTO. The audit revealed no material weaknesses in internal controls.

There are two changes to the audit report. The first is a change to the way compensated absences are tracked. Rather than accruing compensated absences, a financial statement adjustment will now occur. The second change is the inclusion of a pension plan report. As NVCOG is the fiduciary of the pension plan, the auditors felt that it should be included, even though NVCOG has no liability for it.

d. *Director's Report*

- Carry-Over of Vacation Days to End of Fiscal Year (6/30/22) Due to the Covid-19 pandemic – Rick Dunne said staff had been allowed to carry over vacation time beyond the maximum time allowed due to Covid-19 restrictions limiting vacation opportunities. He will be allowing the carry-over of excess vacation hours to expire at the end of the current Fiscal Year. Any employee over the cap will forfeit that time as of 7/1/22. He noted that it will not cost NVCOG anything more than what has already been budgeted for.
- NVision Update – Mr. Dunne said a decision whether to move forward or not with this event will be made on January 21.
- Legislator Meeting, January 26 – Mr. Dunne said the main item for this meeting will be discussion of the change in formula that resulted in a funding cut for NVCOG, the only urban COG affected.
- NHMP Update – Aaron Budris reported that as of earlier in the week, all 19 NVCOG municipalities have adopted the natural hazard mitigation plan. The plan will now be sent to FEMA for final approval.

5. **Presentation: Northwest Regional Workforce Investment Board (NRWIB) Activities and Benefits**

Cathy Awwad, President and CEO of NRWIB, said the agency offers both employer services and job seeker services. She said the number of people seeking employment is extremely low throughout industry sectors nationwide. With support of the Lamont Administration, the Office of Workforce Strategy has available funding for a variety of industry sector training programs through CareerConnectCT. The NRWIB has been asked to lead a statewide application in the area of green jobs and transportation assistance to both job seekers and employers. NRWIB will also be submitting a regional application for CareerConnect funding that will focus on adult ed providers and the manufacturing sector. Another initiative taken on by NRWIB is next generation sector partnerships. A manufacturing partnership launched a year ago and a healthcare partnership will be launching soon. She also spoke about municipal ARPA funding initiatives including worker training, re-entry programs, and youth employment programs.

6. **Municipal Shared Services**

- a. *Regional Composting Opportunities* – John DiCarlo spoke about the regional composting facility in West Haven, where representatives from five NVCOG municipalities visited a demonstration event in December 2021. The City of West Haven provides the host location as one means of reducing its solid waste disposal costs. In addition to allowing for disposal of its own residents' organics materials on the site, it also allows host municipalities to receive a percentage of tip fees from materials disposed of there, as well as revenue generated by the sale of topsoil produced. Any municipality interested in hosting a similar facility should contact Mr. DiCarlo. Should there be interest from any municipalities regarding hosting such a facility, NVCOG will pursue regional funding revenue for implementation.

7. Emergency Management Update

a. COVID-19 Response Update

- Long Term Recovery Update – John Field said approximately 200,000 test kits as well as 250,000 N95 masks have been distributed in Region 5. Continuing needs will be addressed.
- Test Kits and PODs - Web EOC requests for masks can be placed, with turnaround of a day or two. Points of Distribution (PODs) are local decisions that are being handled on a municipal basis. The web EOC will be expanded to include test kit requests.

- b. *Regional Emergency Planning Team Update* – Joanna Rogalski said the last REPT meeting took place last Wednesday and included discussion on childcare needs. This will be a big part of Covid-19 recovery. The next meeting will take place on February 9. Ms. Rogalski will be contacting municipalities for any outstanding Memorandums of Understanding (MOU) for the Homeland Security Grant program for FFY 21.

Ms. Rogalski spoke about the FEMA applications that NVCOG had submitted for its municipalities and provided the update that FEMA is focusing on equity and looking at projects that particularly affect state-defined distressed communities.

The next steering committee meeting for Region 2 will take place on February 14.

- c. *Community Emergency Response Team Update* – Ms. Rogalski said there has been an increase in CERT team activations due to a Covid surge. Procedures for activation must be followed in order for the team to be covered by the state’s liability coverage.

8. NVCOG Planning/Transportation

a. LOTCIP

- i. Financial Plan Update – Mark Nielsen reviewed a chart of LOTCIP allocations versus available funds. By summer, he expects NVCOG to be almost 100% programmed for its allocation. Next year, NVCOG will be obligating more projects than there is funding available. He is unsure how the state will react to this, as NVCOG will be the first COG achieving 100% utilization of its funds. This is at least partially due to a number of projects advancing more quickly than had been expected. He noted that applications will still be entertained as they come in.
- ii. Revised LOTCIP Guidelines – Mr. Nielsen said each regional planning organization develops its own guidelines for implementing and operating the LOTCIP program. Many proposed projects include various “streetscape” elements to enhance the street environment and provide amenities beyond the curb line of the road. Because these items are not necessarily considered transportation improvements, CTDOT does not routinely approve streetscape elements as participating, although it generally accepts these items if located in a well-defined downtown area.

To better indicate NVCOG’s acceptance of streetscape elements as participating items, amendments to NVCOG’s LOTCIP guidelines are being proposed. The amendments explicitly indicate NVCOG’s support for including streetscape amenities and features in local road improvement projects. The guidelines are also being revised to clarify the need to conduct pavement structure condition

analyses as part of the application phase to better determine needs. Mr. Nielsen reviewed the proposed amendments, as outlined in Memorandum 01142022-LOTICIP. The proposed amendments were reviewed and accepted by the NVCOG TTAC group. On a motion by Ed Mone, seconded by Tom Dunn, it was unanimously

VOTED: To adopt NVCOG Resolution 2022-06 accepting the proposed amendments to the NVCOG's LOTICIP Guidelines.

- iii. New Project – Todd Road Bridge Replacement – Rich Donovan recommended that this item be tabled until perhaps the March board meeting. Because the January Transportation Technical Advisory Committee (TTAC) meeting had been postponed due to weather, the TTAC group has not had a chance to weigh-in. On a motion by George Temple, seconded by Ed Mone, it was unanimously

VOTED: To table this item until a future meeting, possibly February or March 2022.

9. Environmental Planning

- a. *SolSmart Update* – Christine O’Neill said that to-date NVCOG staff has completed 85% of the point total necessary for the region to obtain silver designation. A solar energy hub page has been added to the NVCOG website. An interactive solar map and dashboard will be added to provide solar metrics of the region. Training will also be provided for municipal staff.
- b. *Kinneytown Dam Update* – Aaron Budris reported that on December 22, FERC issued a notice finding Hydroland in violation of its authority to operate Kinneytown Dam. The Federal Energy Regulatory Commission (FERC) issued a schedule of actions that the company needs to take to bring the facility back into compliance. The commission denied Hydroland’s proposed schedule in favor of a much more aggressive one that NVCOG had advocated for and was recommended by CT DEEP and the U.S. Fish and Wildlife Service. If Hydroland does not comply with the requirements, they can face civil penalties, revocation of their permit exemption, or both. NVCOG staff and coalition partners will continue to monitor the Kinneytown Dam to ensure compliance and hold Hydroland accountable.

10. Other

There was no other business.

11. Adjournment

At 11:48 a.m., on a motion by Tom Dunn, seconded by Rich Dziekan, it was unanimously

VOTED: To adjourn the meeting

Respectfully submitted by
Lauren Rizzo
Administrative Services Coordinator
for
Pete Hess, Secretary



**CENTRAL NAUGATUCK VALLEY
METROPOLITAN PLANNING ORGANIZATION**

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RESOLUTION 2022-06

**AMENDMENT
FFY 2021-2024 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 2021-2024 Transportation Improvement Program for the Central Naugatuck Valley Planning Region (TIP)* at its October 9, 2020, meeting; and the US Department of Transportation (Federal Highway Administration and Federal Transit Administration) have approved the *State FFY 2021-2024 Transportation Improvement Program (STIP)*.

WHEREAS, the Connecticut Department of Transportation is requesting amendment of the FFY 2021-2024 TIP as shown in the attached page.

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 amendments of the FFY 2021-2024 TIP to allocate surface transportation program funding to the attached projects.

This resolution shall become effective as of January 14, 2022.

I do hereby certify that the resolution adopted by the Central Naugatuck Valley MPO at a public meeting held on January 14, 2022, at which a quorum was present and that the same is a correct and true transcript from the original thereof.



Neil O'Leary, Chairman

January 14, 2022
Date



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RESOLUTION 2022-06

LOTICIP

AMENDMENT OF THE NVCOG LOTICIP GUIDELINES

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its meeting on December 10, 2021 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 has prepared and adopted supplemental policy guidelines for the conduct of the LOTICIP program.

WHEREAS, the NVCOG TTAC has proposed amendment to the NVCOG LOTICIP Guidelines to support streetscape elements as participating elements and clarify the need to conduct a pavement condition assessment as part of the application phase.

WHEREAS, the TTAC recommends the acceptance of these amendments by the NVCOG Board.

BE IT RESOLVED, that the NVCOG accepts the proposed amendments to the LOTICIP Guidelines and approves the update of the Guidelines to include the amendments.

Dated at Waterbury, Connecticut, on January 14, 2022
Agency: Naugatuck Valley Council of Governments

Signed


Neil O'Leary, Chairman



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RESOLUTION 2022-10

**ADD REPLACEMENT OF TODD ROAD BRIDGE (Bridge No. 166006) OVER LILY BROOK
TO THE NVCOG LOTCIP PROGRAM**

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its virtual meeting on January 14, 2022, 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, the town of Wolcott has submitted a pre-application for LOTCIP funds to reconstruct the bridge that carries Todd Road over Lily Brook to meet future hydrological demands

WHEREAS, the preliminary cost estimate is about \$1,200,000.

WHEREAS, future LOTCIP funds are available in the NVCOG LOTCIP Financial Plan to support the project.

BE IT RESOLVED, that the NVCOG Board approves adding the Todd Road Bridge Replacement to the NVCOG LOTCIP Program and allocating \$1,200,000 in LOTCIP Program funds attributable to the Naugatuck Valley planning region to the Project.

Dated at Waterbury, Connecticut, on January 14, 2022

Agency: Naugatuck Valley Council of Governments

Signed


Neil O'Leary, Chairman