



AGENDA

**Naugatuck Valley Council of Governments
and**

Central Naugatuck Valley MPO

Hybrid Meeting

49 Leavenworth Street, 3rd Floor

Waterbury, CT 06702

10 a.m., Friday, February 11, 2022

1. Commencement of Meeting
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Public Comment

2. CNVMPO Meeting (*Voting members for these items are limited to the 15 CEOs in the CNVMPO area*)
 - a. Adoption of CNVMPO Resolution 2022-07 – TIP Amendments for Project 0025-0149 (*Kevin Ellis, attachment, motion*)

3. NVCOG Administrative Items
 - a. Approval of the Minutes of the January 14, 2022 NVCOG & CNVMPO Meeting (*attachment, motion*)
 - b. Approval of Agency Financial Reports and Summaries for the Period Ending 12/31/21 (*Michael Szpryngel, attachment, motion*)
 - c. Review of Preliminary FY 2023 Budget Estimates and Dues Schedule (*Rick Dunne, attachment*)
 - d. Director's Report (*Rick Dunne*)
 - NVision Update

4. Municipal Shared Services
 - a. DEEP Sustainable Materials Management Grants (*John DiCarlo*)

5. Emergency Management Update (*Joanna Rogalski, John Field*)
 - a. COVID-19 Response Update
 - Long Term Recovery Update
 - PPE Distribution
 - b. Regional Emergency Planning Team Update
 - c. Community Emergency Response Team Update
 - d. Regional Hazard Mitigation Plan Update (*Aaron Budris*)

6. NVCOG Planning/Transportation
 - a. Corridor Planning Studies Updates
 - i. Route 229 Bristol (*Josh Lecar*)
 - ii. West Main Street Waterbury (*Josh Lecar*)
 - iii. US Route 6 Woodbury – New (*Mark Nielsen*)
 - b. Notice of Funding Opportunity – RAISE Grants (*Mark Nielsen*)
 - c. Update Alternative Modes Assessment Study (*Mark Nielsen, attachment*)
 - d. Regional Housing Profile – Update & Status (*Savannah-Nicole Villalba*)

Continued

7. Environmental Planning
 - a. Composter and Rain Barrel Sale (*Aaron Budris*)
 - b. Kinneytown Dam Update (Executive Session, if necessary)
8. Other
9. Adjournment

Called by
Neil O’Leary, Chairman

Any member of the public wishing to address the board at a CNVMPO/NVCOG hybrid meeting should send an email to info@nvcoact.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 pm on the day before the meeting and you will be sent credentials to log-in to 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 meetings.

*If you do not plan to address the board, you may instead watch the meeting on the NVCOG YouTube channel:
<https://www.youtube.com/channel/UCVWq1tjA3T17sPHTk5ETVaQ>*

For language assistance or other accommodations, contact NVCOG at least five business days prior to the meeting at info@nvcoact.gov

Para asistencia con el idioma y otras adaptaciones, por favor póngase en contacto con NVCOG por lo menos cinco días hábiles antes de la reunión al info@nvcoact.gov

W przypadku pomocy językowej lub innej pomocy, skontaktuj się z NVCOG co najmniej pięć dni roboczych przed wydarzeniem w info@nvcoact.gov



February 4, 2022

MEMORANDUM: 20220103-TIP Amendments for Project 0025-0149

To: Central Naugatuck Valley MPO Board Members and Alternates
 From: Kevin Ellis, Transportation Engineer
 Subject: Amendment to the 2021-2024 Transportation Improvement Program

The CT DOT is requesting a change to the CNV MPO 2021-24 TIP. This includes the addition of one (1) new project.

Project No. 0025-0149 – Route 42 Drainage Improvements, Cheshire

CT DOT is adding to the TIP the design and construction of drainage improvements along Route 42 for approximately 0.5 miles to the outlet at Willow Brook to the east of the watercourse. The project will upsize the existing drainage trunk line, replace existing catch basins with double grate basins, and install new catch basins at low points along the roadway. Sidewalk and curb ramp upgrades will also be performed as needed. This project is expected to have a total cost of \$4.0 Million, with federal contributions totaling \$3,220,000, State contributions of \$805,000, and no local contribution.

Funding Code	Phase	Year	Total (\$000)	Federal (\$000)	State (\$000)	Local (\$000)	Comments
STPA	PD	2022	\$500	\$400	\$100	0	New Project
STPA	FD	2024	\$450	\$360	\$90	0	New Project
STPA	RW	2024	\$50	\$40	\$10	0	New Project
STPA	CN	FYI	\$3,025	\$2,420	\$605	0	New Project

Recommendation:

MOTION: To adopt **CNVMPO resolution 2022-07 approving the above listed TIP amendments**



RESOLUTION 2022-07

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 February 11, 2022.

I do hereby certify that the resolution adopted by the Central Naugatuck Valley MPO at a public meeting held on February 11, 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

February 11, 2022

Date



NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

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

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**

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

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



**NAUGATUCK VALLEY
COUNCIL of GOVERNMENTS**

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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



**NAUGATUCK VALLEY
COUNCIL of GOVERNMENTS**

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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



February 11, 2022

MEMORANDUM: 2112022-FIN-01

To: NVCOG Board Members
 From: Michael P. Szpryngel, Director of Finance
 Subject: Financial Report for Period Ending December 31, 2021

Financial Statements

**NVCOG
 Balance Sheet
 For Period Ending December 31, 2021**

Assets	
Checking Account [1]	958,036
Accounts Receivable	1,005,608
Other Assets	725,199
Total Assets	2,688,843
Liabilities & Equity	
Liabilities	
Accounts Payable	80,415
Accruals	139,326
Deferred Revenue	971,199
Other Current Liabilities	694,969
Total Liabilities	1,885,909
Equity	
General Fund - Unrestricted	629,743
Net Position [2]	173,191
Total Equity	802,934
Total Liabilities & Equity	2,688,843

NVCOG
Bank Balances
For Period Ending December 31, 2021

Bank Account	Beginning Balance	Increase (Decrease)	Ending Balance
Checking	102,855	(72,513)	30,341
Money Market	194,795	(62,394)	132,402
RLF	676,004	10,117	686,122
RLF Other	43,482	(15)	43,467
Total	1,017,136	(124,804)	892,332

NVCOG
Deferred Revenue
For Period Ending December 31, 2021

Fund	Beginning Bal FY 2021	Decrease	Increase	Ending Bal Dec 31, 2021
RLF Program Income	628,089	(55,799)	60,705	632,995
PL Carry Over Funds	15,890	-	-	15,890
Transportation Projects	144,476	(12,962)	-	131,514
EPA	(3,020)	-	15,550	12,530
LOTICIP-NVCOG	196,558	(66,617)	-	129,941
DECD Projects	1,891	-	-	1,891
DEMHS/Homeland Sec	26,884	(5,290)	6,900	28,495
CERT Citiz Emerg Resp	5,467	(1,079)	-	4,388
FEMA	34,203	(25,268)	-	8,934
Reg Incentive Gt Programs	6,734	-	-	6,734
OPM/RSG 2022	-	(292,603)	245,321	(47,282)
DEEP Greenway	10,919	(5,546)	-	5,373
LOCAL Projects	47	-	-	47
SHEL-GIS	6,630	-	-	6,630
Hazardous Waste	10,271	(8,789)	15,001	16,483
Regional Planner Town Split	6,593	(32,315)	37,444	11,722
General Fund Total	4,913	-	-	4,913
Total	1,096,545	(506,266)	380,921	971,199

NVCOG
Budget vs. Actual | Operating Budget
For July 1, 2021 – December 31, 2021

Funding	Operating Budget		
	FY 2022 Adopted Budget	Actual	Variance
PL Funding	995,110	462,418	46%
PL Carry Over	27,706	14,376	52%
Transportation Projects	65,576	24,886	38%
EPA - RLF 2020	48,376	24,842	51%
EPA - Program Income	29,014	14,880	51%
EPA - Assessment	18,000	5,528	31%
FTA	209,985	53,959	26%
LOTICIP	148,073	59,599	40%
DEHMS	26,387	5,290	20%
CERT	4,000	1,079	27%
FEMA Pre-Disaster Mitigation	3,298	418	13%
FEMA - Local Match	29,706	25,101	85%
RSG [1]	473,754	290,103	61%
DEEP	8,960	5,457	61%
Regional Incentives	-	9,271	100%
Regional Election Monitor	-	-	0%
Regional Municipal Services	74,889	32,315	43%
Fish & Wild Life	6,723	1,099	16%
Landbank	24,398	14,982	61%
COVID Funding	58,896	9,575	16%
Shelton GIS	-	-	0%
Household Hazardous Waste	21,549	7,484	35%
Municipal Dues	220,506	222,424	101%
Brownfield Dues	25,000	25,936	104%
Capital Purchasing Program	-	-	0%
Non-Recurring Funds [2]	10,000	1,463	15%
Interest	1,000	181	18%
Total Funding	2,530,907	1,312,667	52%
Expenses			
Salaries	1,590,097	648,836	41%
Payroll Taxes	116,890	55,736	48%
Pension	97,826	59,668	61%
Medical/Life/Disability	467,587	201,534	43%
G&A - Schedule 1	337,038	173,702	52%
Direct Pass Through - Schedule 1	-	-	0%
Total Expenses	2,609,439	1,139,476	44%
Fund Balance Surplus (Appropriation)	(78,532)	173,191	

Schedule 1 G&A

Expenses	Operating [Indirect]		
	FY 2022 Adopted Budget	Actual	Variance
Advertisement	1,327	2,641	199%
Capital Equipment			
IT Equipment	4,463	-	0%
Office Equipment	4,000	-	0%
Computer Software & Maintenance			
Software & Service	79,165	3,939	5%
IT Maintenance Contracts [1]	23,556	14,841	63%
Contractors / Subcontractors	-	2,385	100%
Professional Dues & Subscriptions	3,000	2,851	95%
Insurance			
Business / Office	14,000	3,411	24%
Workers Comp	3,000	1,872	62%
Lease Expense	1,000	-	0%
Accounting	23,550	23,550	100%
Professional Services [2]	15,000	44,708	298%
Printing	2,000	1,311	66%
Office Supplies	20,000	8,897	44%
Rent	84,315	42,275	50%
Repairs / Renovations	4,000	-	0%
Telephone/Internet Service	13,400	7,480	56%
Training / Professional Development [3]	8,000	2,585	32%
Travel / Meetings / Conferences	12,162	2,236	18%
Utilities			
Leavenworth	13,000	7,599	58%
Derby Train Station [4]	3,000	541	18%
Website	5,000	481	10%
Bank Fees	100	101	101%
Miscellaneous	-	-	0%
Contingency	-	-	0%
Total	337,038	173,702	52%
Direct Expenses <Contractors/Subs>	-	-	0%
Total Expenses	337,038	173,702	52%

NVCOG
Budget vs. Actual | Direct Pass-Through
For July 1, 2021 – December 31, 2021

Funding	Direct Pass Through		
	FY 2022 Adopted Budget	Actual	Variance
PL Funding	-	10,278	100%
PL Carry Over	135,411	55,688	41%
Transportation Projects	400,000	184,802	46%
EPA - RLF 2020	400,000	7,997	2%
EPA - Program Income	300,000	40,918	14%
EPA - Assessment	50,000	29,160	58%
FTA	600,000	16,587	3%
LOTICIP	20,000	7,018	35%
DEHMS	-	-	0%
CERT	-	-	0%
FEMA Pre-Disaster Mitigation	100,000	74,217	74%
FEMA - Local Match	-	37	100%
RSG [1]	615	2,500	406%
DEEP	4,000	88	2%
Regional Incentives	200,000	12,200	6%
Regional Election Monitor	2,000	-	0%
Regional Municipal Services	1,000	1,548	155%
Fish & Wild Life	60,000	5,817	10%
Landbank	-	337	0%
COVID Funding	745	21,801	2926%
Shelton GIS	3,000	-	0%
Household Hazardous Waste	100,000	64,551	65%
Municipal Dues	9,341	9,570	102%
Brownfield Dues	-	-	100%
Capital Purchasing Program	7,000	6,500	93%
Non-Recurring Funds [2]	-	-	0%
Interest	-	-	0%
Total Funding	2,393,112	551,615	23%
Expenses			
Salaries	-	-	0%
Payroll Taxes	-	-	0%
Pension	-	-	0%
Medical/Life/Disability	-	-	0%
G&A - Schedule 1	208,218	29,736	14%
Direct Pass Through - Schedule 1	2,209,894	521,879	24%
Total Expenses	2,418,112	551,615	23%
Fund Balance Surplus (Appropriation)	(25,000)	-	

Schedule 1 G&A

Expenses	FY 2022 Adopted Budget	Actual	Variance
Advertisement	6,000	1,883	31%
Capital Equipment			
IT Equipment	4,463	-	0%
Office Equipment	-	-	0%
Computer Software & Maintenance			
Software & Service	95,155	10,215	11%
IT Maintenance Contracts [1]	9,000	-	0%
Contractors / Subcontractors	-	-	0%
Professional Dues & Subscriptions	-	335	100%
Insurance			
Business / Office	-	-	0%
Workers Comp	-	-	0%
Lease Expense	-	-	0%
Accounting	-	-	0%
Professional Services [2]	54,000	7,637	14%
Printing	2,000	-	0%
Office Supplies	3,000	542	18%
Rent	-	-	0%
Repairs / Renovations	-	-	0%
Telephone/Internet Service	600	-	0%
Training / Professional Development [3]	2,000	1,500	75%
Travel / Meetings / Conferences	26,000	5,026	19%
Utilities			
Leavenworth	-	-	0%
Derby Train Station [4]	5,000	2,162	43%
Website	-	337	100%
Bank Fees	-	-	0%
Miscellaneous	-	-	0%
Contingency	1,000	100	10%
Total	208,218	29,736	14%
Direct Expenses <Contractors/Subs>	2,209,894	521,879	24%
Total Expenses	2,418,112	551,615	23%

FY 2022 Adopted Budget	Direct	
	Actual	Variance
6,000	1,883	31%
4,463	-	0%
-	-	0%
95,155	10,215	11%
9,000	-	0%
-	-	0%
-	335	100%
-	-	0%
-	-	0%
-	-	0%
54,000	7,637	14%
2,000	-	0%
3,000	542	18%
-	-	0%
-	-	0%
600	-	0%
2,000	1,500	75%
26,000	5,026	19%
-	-	0%
5,000	2,162	43%
-	337	100%
-	-	0%
-	-	0%
1,000	100	10%
208,218	29,736	14%
2,209,894	521,879	24%
2,418,112	551,615	23%

NVCOG
Budget vs. Actual | Total
For July 1, 2021 – December 31, 2021

Funding	Total Budget		
	FY 2022 Adopted Budget	Actual	Variance
PL Funding	995,110	472,697	48%
PL Carry Over	163,117	70,064	43%
Transportation Projects	465,576	209,687	45%
EPA - RLF 2020	448,376	32,838	7%
EPA - Program Income	329,014	55,799	17%
EPA - Assessment	68,000	34,688	51%
FTA	809,985	70,546	9%
LOTICIP	168,073	66,617	40%
DEHMS	26,387	5,290	20%
CERT	4,000	1,079	27%
FEMA Pre-Disaster Mitigation	103,298	74,634	72%
FEMA - Local Match	29,706	25,138	85%
RSG [1]	474,369	292,603	62%
DEEP	12,960	5,546	43%
Regional Incentives	200,000	21,471	11%
Regional Election Monitor	2,000	-	0%
Regional Municipal Services	75,889	33,863	45%
Fish & Wild Life	66,723	6,916	10%
Landbank	24,398	15,319	63%
COVID Funding	59,641	31,377	53%
Shelton GIS	3,000	-	0%
Household Hazardous Waste	121,549	72,035	59%
Municipal Dues	229,847	231,994	101%
Brownfield Dues	25,000	25,936	104%
Capital Purchasing Program	7,000	6,500	93%
Non-Recurring Funds [2]	10,000	1,463	15%
Interest	1,000	181	18%
Total Funding	4,924,019	1,864,282	38%
Expenses			
Salaries	1,590,097	648,836	41%
Payroll Taxes	116,890	55,736	48%
Pension	97,826	59,668	61%
Medical/Life/Disability	467,587	201,534	43%
G&A - Schedule 1	545,256	203,438	37%
Direct Pass Through - Schedule 1	2,209,894	521,879	24%
Total Expenses	5,027,551	1,691,091	34%
Fund Balance Surplus (Appropriation)	(103,532)	173,191	

Expenses	Total		
	FY 2022 Adopted Budget	Actual	Variance
Advertisement	7,327	4,524	62%
Capital Equipment			
IT Equipment	8,926	-	0%
Office Equipment	4,000	-	0%
Computer Software & Maintenance			
Software & Service	174,320	14,154	8%
IT Maintenance Contracts [1]	32,556	14,841	46%
Contractors / Subcontractors	-	2,385	0%
Professional Dues & Subscriptions	3,000	3,186	106%
Insurance			
Business / Office	14,000	3,411	24%
Workers Comp	3,000	1,872	62%
Lease Expense	1,000	-	0%
Accounting	23,550	23,550	100%
Professional Services [2]	69,000	52,344	76%
Printing	4,000	1,311	33%
Office Supplies	23,000	9,439	41%
Rent	84,315	42,275	50%
Repairs / Renovations	4,000	-	0%
Telephone/Internet Service	14,000	7,480	53%
Training / Professional Development [3]	10,000	4,085	41%
Travel / Meetings / Conferences	38,162	7,261	19%
Utilities			
Leavenworth	13,000	7,599	58%
Derby Train Station [4]	8,000	2,703	34%
Website	5,000	818	16%
Bank Fees	100	101	101%
Miscellaneous	-	-	0%
Contingency	1,000	100	10%
Total	545,256	203,438	37%
Direct Expenses <Contractors/Subs>	2,209,894	521,879	24%
Total Expenses	2,755,150	725,317	26%

NVCOG
Profit & Loss | Budget vs. Actual
For July 1, 2021 – December 31, 2021

Funding	Total Budget			Operating Budget			Direct Pass Through		
	FY 2022 Adopted Budget	Actual	Variance	FY 2022 Adopted Budget	Actual	Variance	FY 2022 Adopted Budget	Actual	Variance
PL Funding	995,110	472,697	48%	995,110	462,418	46%	-	10,278	100%
PL Carry Over	163,117	70,064	43%	27,706	14,376	52%	135,411	55,688	41%
Transportation Projects	465,576	209,687	45%	65,576	24,886	38%	400,000	184,802	46%
EPA - RLF 2020	448,376	32,838	7%	48,376	24,842	51%	400,000	7,997	2%
EPA - Program Income	329,014	55,799	17%	29,014	14,880	51%	300,000	40,918	14%
EPA - Assessment	68,000	34,688	51%	18,000	5,528	31%	50,000	29,160	58%
FTA	809,985	70,546	9%	209,985	53,959	26%	600,000	16,587	3%
LOTICIP	168,073	66,617	40%	148,073	59,599	40%	20,000	7,018	35%
DEHMS	26,387	5,290	20%	26,387	5,290	20%	-	-	0%
CERT	4,000	1,079	27%	4,000	1,079	27%	-	-	0%
FEMA Pre-Disaster Mitigation	103,298	74,634	72%	3,298	418	13%	100,000	74,217	74%
FEMA - Local Match	29,706	25,138	85%	29,706	25,101	85%	-	37	100%
RSG [1]	474,369	292,603	62%	473,754	290,103	61%	615	2,500	406%
DEEP	12,960	5,546	43%	8,960	5,457	61%	4,000	88	2%
Regional Incentives	200,000	21,471	11%	-	9,271	100%	200,000	12,200	6%
Regional Election Monitor	2,000	-	0%	-	-	0%	2,000	-	0%
Regional Municipal Services	75,889	33,863	45%	74,889	32,315	43%	1,000	1,548	155%
Fish & Wild Life	66,723	6,916	10%	6,723	1,099	16%	60,000	5,817	10%
Landbank	24,398	15,319	63%	24,398	14,982	61%	-	337	100%
COVID Funding	59,641	31,377	53%	58,896	9,575	16%	745	21,801	2926%
Shelton GIS	3,000	-	0%	-	-	0%	3,000	-	0%
Household Hazardous Waste	121,549	72,035	59%	21,549	7,484	35%	100,000	64,551	65%
Municipal Dues	229,847	231,994	101%	220,506	222,424	101%	9,341	9,570	102%
Brownfield Dues	25,000	25,936	104%	25,000	25,936	104%	-	-	100%
Capital Purchasing Program	7,000	6,500	93%	-	-	0%	7,000	6,500	93%
Non-Recurring Funds [2]	10,000	1,463	15%	10,000	1,463	15%	-	-	0%
Interest	1,000	181	18%	1,000	181	18%	-	-	0%
Total Funding	4,924,019	1,864,282	38%	2,530,907	1,312,667	52%	2,393,112	551,615	23%
Expenses									
Salaries	1,590,097	648,836	41%	1,590,097	648,836	41%	-	-	0%
Payroll Taxes	116,890	55,736	48%	116,890	55,736	48%	-	-	0%
Pension	97,826	59,668	61%	97,826	59,668	61%	-	-	0%
Medical/Life/Disability	467,587	201,534	43%	467,587	201,534	43%	-	-	0%
G&A - Schedule 1	545,256	203,438	37%	337,038	173,702	52%	208,218	29,736	14%
Direct Pass Through - Schedule 1	2,209,894	521,879	24%	-	-	0%	2,209,894	521,879	24%
Total Expenses	5,027,551	1,691,091	34%	2,609,439	1,139,476	44%	2,418,112	551,615	23%
Fund Balance Surplus (Appropriation)	(103,532)	173,191		(78,532)	173,191		(25,000)	-	

NVCOG
Profit & Loss | Schedule 1 G&A
For July 1, 2021 –December 31, 2021

Expenses	Total			Operating [Indirect]			Direct		
	FY 2022 Adopted Budget	Actual	Variance	FY 2022 Adopted Budget	Actual	Variance	FY 2022 Adopted Budget	Actual	Variance
Advertisement	7,327	4,524	62%	1,327	2,641	199%	6,000	1,883	31%
Capital Equipment									
IT Equipment	8,926	-	0%	4,463	-	0%	4,463	-	0%
Office Equipment	4,000	-	0%	4,000	-	0%	-	-	0%
Computer Software & Maintenance									
Software & Service	174,320	14,154	8%	79,165	3,939	5%	95,155	10,215	11%
IT Maintenance Contracts [1]	32,556	14,841	46%	23,556	14,841	63%	9,000	-	0%
Contractors / Subcontractors	-	2,385	0%	-	2,385	100%	-	-	0%
Professional Dues & Subscriptions	3,000	3,186	106%	3,000	2,851	95%	-	335	100%
Insurance									
Business / Office	14,000	3,411	24%	14,000	3,411	24%	-	-	0%
Workers Comp	3,000	1,872	62%	3,000	1,872	62%	-	-	0%
Lease Expense	1,000	-	0%	1,000	-	0%	-	-	0%
Accounting	23,550	23,550	100%	23,550	23,550	100%	-	-	0%
Professional Services [2]	69,000	52,344	76%	15,000	44,708	298%	54,000	7,637	14%
Printing	4,000	1,311	33%	2,000	1,311	66%	2,000	-	0%
Office Supplies	23,000	9,439	41%	20,000	8,897	44%	3,000	542	18%
Rent	84,315	42,275	50%	84,315	42,275	50%	-	-	0%
Repairs / Renovations	4,000	-	0%	4,000	-	0%	-	-	0%
Telephone/Internet Service	14,000	7,480	53%	13,400	7,480	56%	600	-	0%
Training / Professional Development [3]	10,000	4,085	41%	8,000	2,585	32%	2,000	1,500	75%
Travel / Meetings / Conferences	38,162	7,261	19%	12,162	2,236	18%	26,000	5,026	19%
Utilities									
Leavenworth	13,000	7,599	58%	13,000	7,599	58%	-	-	0%
Derby Train Station [4]	8,000	2,703	34%	3,000	541	18%	5,000	2,162	43%
Website	5,000	818	16%	5,000	481	10%	-	337	100%
Bank Fees	100	101	101%	100	101	101%	-	-	0%
Miscellaneous	-	-	0%	-	-	0%	-	-	0%
Contingency	1,000	100	10%	-	-	0%	1,000	100	10%
Total	545,256	203,438	37%	337,038	173,702	52%	208,218	29,736	14%
Direct Expenses <Contractors/Subs>	2,209,894	521,879	24%	-	-	0%	2,209,894	521,879	24%
Total Expenses	2,755,150	725,317	26%	337,038	173,702	52%	2,418,112	551,615	23%

Finance Report

NVCOG is 6 months through Fiscal Year 2022 – 50%

∞ Bottom Line: \$173k

- Revenue
 - High because of Dues Collection at the beginning of the year
 - Spending on Target for our main funding sources
- Expenses
 - Pension - High due to Front loading Executive Director's contribution
 - Salaries – Slightly under due to needing to hire 1 more employee

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.

Budget to Actual

[1] RSG – OPM Approved Funding for Q1, Q2, & Q3 of 2022 | Expect cash disbursement in February

[2] A Consolidation of Funds that were suppose to be completed in FY 2021, but NVCOG received a no-cost extensions.

Schedule 1 G&A

[1] Includes new CIO Contract.

[2] Includes Legal & Appropriation of Fund Balance for Kindneytown Dam - Direct Pass Through.

[3] Includes Staff Tuition Reimbursement

[4] 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.



February 11, 2022

MEMORANDUM: 2112022-FIN-02

To: NVCOG Board Members
From: Michael P. Szpryngel, Director of Finance
Subject: Fy 2023 Preliminary Budget & Yearly Dues Estimates

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NVCOG
Preliminary Budget | Operating | Profit & Loss
FY 2023

Funding	Operating Budget		
	FY 2022 Budget Adopted 6/11/2021	FY 2023 Preliminary Budget A	Variance
PL Funding	995,110	995,110	0%
PL Carry Over	27,706	303,517	995%
Transportation Projects	65,576	45,146	-31%
EPA - RLF 2020	48,376	60,000	24%
EPA - Program Income	29,014	38,000	31%
EPA - Assessment	18,000	24,000	33%
FTA	209,985	180,180	-14%
LOTICIP	148,073	150,000	1%
DEHMS	26,387	16,000	-39%
CERT	4,000	4,000	0%
RSG [1]	473,754	490,027	3%
DEEP	8,960	9,600	7%
Regional Election Monitor	-	-	0%
Regional Municipal Services	74,889	111,574	49%
Fish & Wild Life	6,723	6,000	-11%
Landbank	24,398	41,580	170%
Shelton GIS	-	-	0%
Household Hazardous Waste	21,549	20,000	-7%
Municipal Dues [2]	220,506	231,998	5%
Brownfield Dues	25,000	25,000	0%
Capital Purchasing Program	-	-	0%
Closed Grants [3]	101,901	-	-100%
Interest	1,000	1,000	0%
Total Funding	2,530,907	2,752,732	9%
Expenses			
Salaries	1,590,097	1,678,745	6%
Payroll Taxes	116,890	124,217	6%
Pension	97,826	118,596	21%
Medical/Life/Disability [4]	467,587	468,327	0%
G&A - Schedule 1	337,038	358,515	6%
Direct Pass Through - Schedule 1	-	-	0%
Total Expenses	2,609,439	2,748,399	5%
Fund Balance Increase (Decrease)	(78,532)	4,333	

NVCOG
Preliminary Budget | Operating | Schedule 1: G&A
FY 2023

Expenses	Indirect		Variance
	FY 2022 Budget Adopted 6/11/2021	FY 2023 Preliminary Budget A	
Advertisement	1,327	6,000	352%
Capital Equipment			
IT Equipment	4,463	20,000	348%
Office Equipment	4,000	6,000	50%
Computer Software & Maintenance			
Software & Service	79,165	56,000	-29%
IT Maintenance Contracts	23,556	24,000	2%
Contractors / Subcontractors	-	-	0%
Professional Dues & Subscriptions	3,000	3,000	0%
Insurance			
Business / Office	14,000	16,000	14%
Workers Comp	3,000	4,000	33%
Lease Expense	1,000	1,000	0%
Professional Services			
Accounting	23,550	24,100	2%
Legal	15,000	12,000	-20%
Printing	2,000	2,000	0%
Office Supplies	20,000	22,000	10%
Rent	84,315	84,315	0%
Repairs / Renovations	4,000	10,000	150%
Telephone/Internet Service	13,400	14,000	4%
Training / Professional Development	8,000	16,000	100%
Travel / Meetings / Conferences	12,162	15,000	23%
Utilities			
Leavenworth	13,000	15,000	15%
Derby Train Station	3,000	2,000	-33%
Website	5,000	6,000	20%
Bank Fees	100	100	0%
Miscellaneous	-	-	0%
Contingency	-	-	0%
Total	337,038	358,515	6%
Direct Expenses <Contractors/Subs>	-	-	0%
Total Expenses	337,038	358,515	6%

NVCOG
Preliminary Budget | Direct Pass Through | Profit & Loss
FY 2023

Funding	Direct Pass Through		
	FY 2022 Budget Adopted 6/11/2021	FY 2023 Preliminary Budget A	Variance
PL Funding	-	-	0%
PL Carry Over	135,411	116,426	86%
Transportation Projects	400,000	400,000	0%
EPA - RLF 2020	400,000	400,000	0%
EPA - Program Income	300,000	300,000	0%
EPA - Assessment	50,000	50,000	0%
FTA	600,000	600,000	0%
LOTICIP	20,000	20,000	0%
DEHMS	-	-	0%
CERT	-	-	0%
RSG [1]	615	615	0%
DEEP	4,000	4,000	0%
Regional Election Monitor	2,000	2,000	0%
Regional Municipal Services	1,000	1,000	0%
Fish & Wild Life	60,000	60,000	0%
Landbank	-	-	0%
Shelton GIS	3,000	3,000	0%
Household Hazardous Waste	100,000	100,000	0%
Municipal Dues [2]	9,341	9,341	0%
Brownfield Dues	-	-	0%
Capital Purchasing Program	7,000	7,000	0%
Closed Grants [3]	300,745	-	-100%
Interest	-	-	0%
Total Funding	2,393,112	2,073,382	-13%
Expenses			
Salaries	-	-	0%
Payroll Taxes	-	-	0%
Pension	-	-	0%
Medical/Life/Disability [4]	-	-	0%
G&A - Schedule 1	208,218	179,338	-14%
Direct Pass Through - Schedule 1	2,209,894	1,894,044	-14%
Total Expenses	2,418,112	2,073,382	-14%
Fund Balance Increase (Decrease)	(25,000)	-	-100%

NVCOG
Preliminary Budget | Direct Pass Through | Schedule 1
FY 2023

Expenses	Direct		
	FY 2022 Budget Adopted 6/11/2021	FY 2023 Preliminary Budget A	Variance
Advertisement	6,000	6,000	0%
Capital Equipment			
IT Equipment	4,463	16,738	275%
Office Equipment	-	-	0%
Computer Software & Maintenance			
Software & Service	95,155	78,000	-18%
IT Maintenance Contracts	9,000	9,000	0%
Contractors / Subcontractors	-	-	0%
Professional Dues & Subscriptions	-	-	0%
Insurance			
Business / Office	-	-	0%
Workers Comp	-	-	0%
Lease Expense	-	-	0%
Professional Services			
Accounting	-	-	0%
Legal	54,000	29,000	-46%
Printing	2,000	2,000	0%
Office Supplies	3,000	3,000	0%
Rent	-	-	0%
Repairs / Renovations	-	-	0%
Telephone/Internet Service	600	600	0%
Training / Professional Development	2,000	2,000	0%
Travel / Meetings / Conferences	26,000	26,000	0%
Utilities			
Leavenworth	-	-	0%
Derby Train Station	5,000	6,000	20%
Website	-	-	0%
Bank Fees	-	-	0%
Miscellaneous	-	-	0%
Contingency	1,000	1,000	0%
Total	208,218	179,338	-14%
Direct Expenses <Contractors/Subs>	2,209,894	1,894,044	-14%
Total Expenses	2,418,112	2,073,382	-14%

NVCOG
Preliminary Budget | Total | Profit & Loss
FY 2023

Funding	Total Budget			Operating Budget			Direct Pass Through		
	FY 2022 Budget Adopted 6/11/2021	FY 2023 Preliminary Budget A	Variance	FY 2022 Budget Adopted 6/11/2021	FY 2023 Preliminary Budget A	Variance	FY 2022 Budget Adopted 6/11/2021	FY 2023 Preliminary Budget A	Variance
PL Funding	995,110	995,110	0%	995,110	995,110	0%	-	-	0%
PL Carry Over	163,117	419,943	157%	27,706	303,517	995%	135,411	116,426	86%
Transportation Projects	465,576	445,146	-4%	65,576	45,146	69%	400,000	400,000	0%
EPA - RLF 2020	448,376	460,000	3%	48,376	60,000	24%	400,000	400,000	0%
EPA - Program Income	329,014	338,000	3%	29,014	38,000	31%	300,000	300,000	0%
EPA - Assessment	68,000	74,000	9%	18,000	24,000	33%	50,000	50,000	0%
FTA	809,985	780,180	-4%	209,985	180,180	-14%	600,000	600,000	0%
LOTICIP	168,073	170,000	1%	148,073	150,000	1%	20,000	20,000	0%
DEHMS	26,387	16,000	-39%	26,387	16,000	-39%	-	-	0%
CERT	4,000	4,000	0%	4,000	4,000	0%	-	-	0%
RSG [1]	474,369	490,642	3%	473,754	490,027	3%	615	615	0%
DEEP	12,960	13,600	5%	8,960	9,600	7%	4,000	4,000	0%
Regional Election Monitor	2,000	2,000	0%	-	-	0%	2,000	2,000	0%
Regional Municipal Services	75,889	112,574	48%	74,889	111,574	49%	1,000	1,000	0%
Fish & Wild Life	66,723	66,000	99%	6,723	6,000	89%	60,000	60,000	0%
Landbank	24,398	41,580	170%	24,398	41,580	170%	-	-	0%
Shelton GIS	3,000	3,000	0%	-	-	0%	3,000	3,000	0%
Household Hazardous Waste	121,549	120,000	-1%	21,549	20,000	-7%	100,000	100,000	0%
Municipal Dues [2]	229,847	241,339	5%	220,506	231,998	5%	9,341	9,341	0%
Brownfield Dues	25,000	25,000	0%	25,000	25,000	0%	-	-	0%
Capital Purchasing Program	7,000	7,000	0%	-	-	0%	7,000	7,000	0%
Closed Grants [3]	402,646	-	-100%	101,901	-	-100%	300,745	-	-100%
Interest	1,000	1,000	0%	1,000	1,000	0%	-	-	0%
Total Funding	4,924,019	4,826,114	-2%	2,530,907	2,752,732	9%	2,393,112	2,073,382	-13%
Expenses									
Salaries	1,590,097	1,678,745	6%	1,590,097	1,678,745	6%	-	-	0%
Payroll Taxes	116,890	124,217	6%	116,890	124,217	6%	-	-	0%
Pension	97,826	118,596	21%	97,826	118,596	21%	-	-	0%
Medical/Life/Disability [4]	467,587	468,327	0%	467,587	468,327	0%	-	-	0%
G&A - Schedule 1	545,256	537,853	-1%	337,038	358,515	6%	208,218	179,338	-14%
Direct Pass Through - Schedule 1	2,209,894	1,894,044	-14%	-	-	0%	2,209,894	1,894,044	-14%
Total Expenses	5,027,551	4,821,781	-4%	2,609,439	2,748,399	5%	2,418,112	2,073,382	-14%
Fund Balance Increase (Decrease)	(103,532)	4,333		(78,532)	4,333		(25,000)	-	

NVCOG
Preliminary Budget | Total | Schedule 1
FY 2023

Expenses	Total			Indirect FY 2023 Preliminary Budget A	Direct FY 2023 Preliminary Budget A
	FY 2022 Budget Adopted 6/11/2021	FY 2023 Preliminary Budget A	Variance		
Advertisement	7,327	12,000	64%	6,000	6,000
Capital Equipment					
IT Equipment	8,926	36,738	312%	20,000	16,738
Office Equipment	4,000	6,000	50%	6,000	-
Computer Software & Maintenance					
Software & Service	174,320	134,000	-23%	56,000	78,000
IT Maintenance Contracts	32,556	33,000	1%	24,000	9,000
Contractors / Subcontractors	-	-	0%	-	-
Professional Dues & Subscriptions	3,000	3,000	0%	3,000	-
Insurance					
Business / Office	14,000	16,000	14%	16,000	-
Workers Comp	3,000	4,000	33%	4,000	-
Lease Expense	1,000	1,000	0%	1,000	-
Professional Services					
Accounting	23,550	24,100	2%	24,100	-
Legal	69,000	41,000	-41%	12,000	29,000
Printing	4,000	4,000	0%	2,000	2,000
Office Supplies	23,000	25,000	9%	22,000	3,000
Rent	84,315	84,315	0%	84,315	-
Repairs / Renovations	4,000	10,000	150%	10,000	-
Telephone/Internet Service	14,000	14,600	4%	14,000	600
Training / Professional Development	10,000	18,000	80%	16,000	2,000
Travel / Meetings / Conferences	38,162	41,000	7%	15,000	26,000
Utilities					
Leavenworth	13,000	15,000	15%	15,000	-
Derby Train Station	8,000	8,000	0%	2,000	6,000
Website	5,000	6,000	20%	6,000	-
Bank Fees	100	100	0%	100	-
Miscellaneous	-	-	0%	-	-
Contingency	1,000	1,000	0%	-	1,000
Total	545,256	537,853	-1%	358,515	179,338
Direct Expenses <Contractors/Subs>	2,209,894	1,894,044	-14%	-	1,894,044
Total Expenses	2,755,150	2,431,897	-12%	358,515	2,073,382

Notes to Budget Financial Statements

Income Statement

- [1] RSG Distribution Formula in Negotiations
- [2] Proposed 5% FY 2023 Municipal Dues
- [3] Consolidation of Non-Recurring Funds / Closed Grants Fully Allocated in FY 2022
- [4] Medical/Life/Disability – Confirmed 8% Increase in FY 2023

Schedule 1 G&A

[None]

Budget Highlights

Staffing Plan

- Net Gain of 1 Employees
 - Will fill 1 Vacancies in between Q3 of 2022 and Q1 of 2023
- Adjusting for inflation

Revenue

- Regional Service Grant [RSG]
 - Reduction from 2021: 14% | \$80k
 - Reductions Equates to 36% of Municipal Dues
 - Potential Increase
- PL Funding
 - Reduction of other funding sources = Increase in PL Carryover Allocation
 - Potential Increase due to Build Back Better | Est. 10%
- Municipal Dues
 - 5% Increase
- Regional Municipal Services
 - Potential Increase for Municipal Planner Services

Expenses

- Advertisement
 - Increase due to budget for Communication Team
- IT Equipment
 - Increase = Contingency for Server replacement + Additional IT equipment, per recommendation of CIO
- Repairs/Renovations
 - Potential funds needed for office reconfigurations to accommodate additional staff
- Training / Professional Development
 - Cost ought to Increase coming out of COVID
 - Increase in Staff seeking educational reimbursement, per NVCOG Policies & Procedures
- General Increases due to impact of inflation

NVCOG
Preliminary Budget | Municipal Dues Estimate
FY 2023

City / Town	Population	FY 2015		FY 2022			FY 2023		
		Year of Merger		Adopted			Preliminary - 5% Increase		
		Per Capita Rate	Dues	Per Capita Rate	Dues	Increase FY 20 to FY 22	Per Capita Rate	Dues	Increase FY 22 to FY 23
Ansonia	18,953	0.584	11,235	0.513	9,729	283	0.539	10,216	486
Beacon Falls	6,108	0.427	2,583	0.513	3,135	91	0.539	3,292	157
Bethlehem	3,490	0.427	1,540	0.513	1,792	52	0.539	1,881	90
Bristol [1]	60,498	0.483	29,210	0.513	31,056	905	0.539	32,609	1,553
Cheshire	29,274	0.427	12,494	0.513	15,027	438	0.539	15,779	751
Derby	12,700	0.584	7,531	0.513	6,519	190	0.539	6,845	326
Middlebury	7,658	0.427	3,235	0.513	3,931	114	0.539	4,128	197
Naugatuck	31,649	0.427	13,605	0.513	16,247	473	0.539	17,059	812
Oxford	12,972	0.427	5,416	0.513	6,659	194	0.539	6,992	333
Plymouth [1]	11,888	0.623	7,629	0.513	6,103	178	0.539	6,408	305
Prospect	9,748	0.427	4,016	0.513	5,004	146	0.539	5,254	250
Seymour	16,579	0.584	9,654	0.513	8,511	248	0.539	8,936	426
Shelton	41,282	0.584	23,090	0.513	21,192	617	0.539	22,251	1,060
Southbury	19,675	0.427	8,499	0.513	10,100	294	0.539	10,605	505
Thomaston	7,668	0.427	3,368	0.513	3,936	115	0.539	4,133	197
Waterbury	109,250	0.427	47,126	0.513	56,082	1,633	0.539	58,886	2,804
Watertown	21,976	0.427	9,613	0.513	11,281	329	0.539	11,845	564
Wolcott	16,696	0.427	7,122	0.513	8,571	250	0.539	8,999	429
Woodbury	9,686	0.427	4,259	0.513	4,972	145	0.539	5,221	249
Total	447,750		211,225		\$229,847			\$241,339	

Notes:

[1] FY 15 dues are from FY 14



February 11, 2022

MEMORANDUM: 02112022RT229

To: NVCOG Board
From: Josh Lecar, Planning Director
Subject: Route 229 Corridor Study

Route 229 Corridor Study

Project Purpose, Scope and Location:

This is a two-year consultant study intended to identify existing and future traffic patterns, safety deficiencies and multi-modal transportation strategies for a six-mile corridor extending from the Farmington Avenue intersection in the City of Bristol to I-84 Interchange 31 in the Town of Southington. This project is a cooperative effort between NVCOG which includes the City of Bristol and Capital Region Council of Governments (CROG) which includes the Town of Southington. Under a scope of work included in the Notice to Proceed issued in September 2020, a consultant team led by BL Companies is conducting the study with input from NVCOG and municipal staff as well as a public outreach program.

Project Status:

BL Companies submitted their Existing Conditions report in August 2021 which was reviewed by NVCOG, shared with the staff of the two participating municipalities and presented to the public and the project's September 2021 public outreach meeting. This report documented: roadway conditions; traffic operations and level of service; traffic safety; intersection and driveway access characteristics; land use and zoning; environmental and natural resources; historically and cultural significant resources; and multimodal accommodations.

The consultant team is currently preparing the study's Alternatives Analysis report which is anticipated to be submitted by the end of February 2022.

Key Findings and Issues

In its Existing Conditions report, BL Companies identified the following key issues:

- Multiple closely spaced intersections, as well as limited pedestrian and transit accommodations throughout the corridor;

- High levels of traffic congestion (level of service D or below) at multiple intersections in the Southington portion of the study area where retail, mixed use and office development is most intensive.
- Projected increases in traffic congestion over the 20-year study forecast period due to further retail, high density residential and office uses;
- Traffic safety issues throughout the corridor but particularly in the more residential areas in the northern segment of the study area between Farmington Avenue and Route 72 in the City of Bristol; and
- Opportunities for transit services and pedestrian safety enhancement with a traffic calming approach, combined with sidewalk construction and intersection realignments.

Next Steps

Once the Alternatives Analysis report has been reviewed and approved, it is anticipated that BL will prepare a Draft Final Report for the project with completion by May 2022.



February 11, 2022

MEMORANDUM: 02112022WSTMN

To: NVCOG Board
From: Josh Lecar, Planning Director
Subject: West Main Street Status Report

West Main Street Status Report

Project Purpose, Scope and Location:

This is a two-year consultant study intended to identify existing and future traffic patterns, safety deficiencies and multi-modal transportation strategies for a one-mile corridor extending from the Waterbury Green and North Main Street intersection on the east to the Route 8 overpass on the west. Under a scope of work and Notice to Proceed agreement signed in September 2020, a consultant team led by Fuss & O'Neill is conducting the study with input from NVCOG and Waterbury municipal staff as well as a public outreach program.

Project Status:

Fuss & O'Neill submitted their Existing Conditions report in August 2021 which was reviewed by NVCOG, shared with Waterbury staff and presented to the public and the project's September 2021 public outreach meeting. This report documented: roadway conditions; traffic operations and level of service; traffic safety; intersection and driveway access characteristics; land use and zoning; and multimodal accommodations for pedestrians, bicyclists and bus passengers.

The consultant team submitted the study's Alternatives Analysis report in January 2022 and is currently reviewing comments from NVCOG staff.

Key Findings and Issues

In its Existing Conditions report, Fuss & O'Neill identified the following key issues:

- Multiple closely spaced intersections in the western half of the corridor between Route 8 and the Waterbury Green;
- Moderate levels of traffic congestion (level of service D or better) which are typical of an urban corridor.
- Wide crossing distances which make pedestrian travel within the corridor unnecessarily hazardous;
- Limited accommodations and amenities for bus passengers in the area of the Waterbury Green which is the pulse-point for the Greater Waterbury bus system;

- Opportunities for transit-oriented development and enhancement of the corridor's economic role as a mixed use retail and institutional center for the City of Waterbury.

Next Steps

Once the Alternatives Analysis report has been revised, it is anticipated that Fuss & O'Neill will prepare a Draft Final Report for the project with completion by May 2022.



February 11, 2022

MEMORANDUM: 02112022-RAISE

To: NVCOG Board
From: Mark C. Nielsen, Assistant Director
Subject: NOFO RAISE Discretionary Grants

The USDOT has published a Notice of Funding Opportunity (NOFO) for \$1.5 billion in grant funding through the *Rebuilding American Infrastructure with Sustainability and Equity* or RAISE discretionary grant program. The program is intended to provide states and communities with funds to implement projects that will have significant local or regional impact. The Program is extremely competitive with proposals far exceeding available funding. RAISE is the successor of the TIGER and BUILD programs.

Proposed RAISE projects are rigorously reviewed and selected by the USDOT based on merit. Project selection criteria include: safety, environmental sustainability, quality of life, economic competitiveness and opportunity, state of good repair, partnership and innovation. New this year, under the Bipartisan Infrastructure Law, 2022 RAISE applications will also be evaluated on the criteria of mobility and community connectivity. The USDOT will also consider project readiness, ability of the applicant to implement the project and cost effectiveness as determined by a benefit-cost analysis.

Half of the funds will awarded to urban areas (population over 200,000) and half to rural areas (less than 200,000). The funding ratio is typically 80% federal and 20% non-federal. Up to 15% of the funds will be allocated to projects located in areas of persistent poverty and historically disadvantage community. Projects in these areas could also be eligible for 100% federal funding

The program is intended to fund larger critical projects. The minimum award of RAISE grant funds in urban areas is \$5 million with a total cost of \$6.25 million. The maximum project cost is \$25 million. Approved applications for projects in the NVCOG region under the TIGER and RAISE programs are the Waterbury Active Transportation and Economic Resurgence (WATER) Project awarded in 2014 and Derby-Shelton Rail Station Improvement Project awarded in 2021.

The NOFO can be viewed at <https://www.transportation.gov/RAISEgrants/raise-nofo>. The deadline for submitting applications is 5 pm EST on April 14, 2022, and selections will be announced no later than August 12, 2022. However, the USDOT recommends submitting applications at least one week before this deadline in case of technical problems submitting the application.



February 11, 2022

MEMORANDUM: 02112022-ALT MODES

To: NVCOG Board
From: Mark C. Nielsen, Assistant Director
Subject: Alternative Modes Assessment Project

The NVCOG is administering a study to develop a capital improvement plan for the Waterbury Rail Line and assess opportunities to implement alternative transportation modes within the Route 8 corridor. The purpose of the project is to reduce reliance on private vehicles, improve access and provide convenient alternative modes of travel. The primary focus of project is to develop a phased improvement strategy for Waterbury Line passenger rail service. Prior studies of the corridor identified the need to improve rail service to effectively attract developers and promote transit-oriented development (TOD) at the line's six stations. Identified challenges include unreliable equipment, poorly timed connections to the New Haven Main Line, deteriorating station conditions, slow speeds, lack of high-level boarding platforms and poor ADA access.

The project is nearing completion and we will be initiating efforts to release the study's recommendations. The study Team has developed a recommended rail improvement program that was presented at the Waterbury Branch Line Improvement and Funding Conference held in January 2020 and have been presented to the state legislature for funding in 2021 session.

Completed reports to date are:

- Existing Conditions Report
- Transit Oriented Development Scenario Report
- Bus Rapid Transit Assessment Report

The final tasks underway are the drafting of an Alternatives Assessment Report and creation of a video that visualizes proposed improvements. The draft Alternative Assessment Report and video are undergoing in-house review with an expected completion of end of February. A project steering committee meeting will be held during the first week of March and a presentation on the project will be made at the NVCOG's March Board meeting.



February 11, 2022

MEMORANDUM: 02112022-COMP

To: NVCOG CEOs
CC: Public Works Directors, Parks and Recreation Directors, Recycling Coordinators, Land Trusts
From: Aaron Budris, Senior Regional Planner
Christine O'Neill, Regional Environmental Planner
Re: **Composter and Rain Barrel Sale – Search for Pick Up Locations**

After holding a successful composter and rain barrel sale last year, COG staff are planning another event this spring. The sale will offer quality composters, rain barrels and accessories at discount prices to residents. As in 2021, we are working with Brand Builders, a company who has considerable experience holding similar municipal and regional sales. Brand Builders will assist with setting up an online store that the COG and member municipalities will promote to residents. Residents who purchase items in the online store will pick up their items at one of two pick up events located across the region that will be held on Saturday, May 21st. Brand Builders will deliver products to those locations and distribute them to residents with the assistance of COG staff and volunteers.

COG staff are currently looking for potential pickup locations for Saturday, May 21st. Locations should have enough room to accommodate a truck and a queue of approximately 10 cars and space to set up canopies and tables. Preference will be given to locations that can offer access to restrooms, and who can have a municipal staff person on hand during the event. Public works facilities, schools, or parks are good potential sites. Additionally, we may also need a short-term storage location for unclaimed products.

If you are interested in hosting a pickup location in your community, please contact Christine O'Neill at coneill@nvcogct.gov. While we may not be able to have pick-up locations in all interested communities this year, the sale will be open to all residents in the region.

By providing these products at affordable prices and promoting their use to residents, we will be reducing the volume of municipal solid waste (and cost of disposal) by diverting organics out of the waste stream and helping conserve drinking water by providing an alternative water source for outdoor needs. In 2021, Naugatuck Valley residents purchased a total of 124 composters and 110 rain barrels – diverting an estimated 62,000 lbs. of organics from our regional waste stream annually, helping reduce stormwater impacts, and conserving drinking water. We look forward to providing this opportunity to our members and residents again in 2022.