

MINUTES

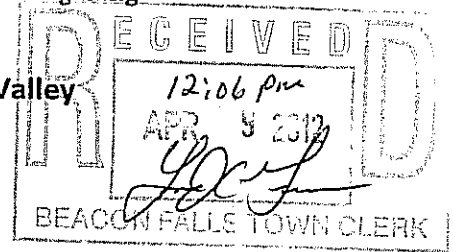
Council of Governments of the Central Naugatuck Valley

Full Harvest Bar and Grill

57 South Main Street

Beacon Falls, CT 06403

12:00 Noon, Friday, March 9, 2012



COGCVN Members: Jerry Smith, First Selectman, Dominick Sorrentino, Alternate, Beacon Falls; Jeff Hamel, First Selectman, Bethlehem; Ed St. John, First Selectman, Joseph Salvini, Alternate, Middlebury; Bob Mezzo, Mayor, Naugatuck; Bob Chatfield, Mayor, Tom Galvin, Alternate, Prospect; Ed Edelson, First Selectman, Southbury; Ed Mone, First Selectman, Thomaston; Ron Pugliese, Alternate, Waterbury; Ray Primini, Town Council Chairman, Watertown; Tom Dunn, Mayor, Wolcott; Jerry Stomski, First Selectman, Barbara Perkinson, Second Selectman, Woodbury.

Speakers and Guests: Kachina Walsh-Weaver, Legislative Associate, CT Conference of Municipalities; Betsy Gara, Director of Public Policy, Kathryn Dube, Council of Small Towns; Rob Michalik, Congressman Chris Murphy's Office; Lou Mangini, Congresswoman Rosa DeLauro's Office; Rich Minnick, RPC Chairman; Geraldo Reyes, Jr., Administrative Aide to the Mayor, Waterbury; Tom Vannini, Region 5 Coordinator, DESPP, Edgar Wynkoop, CTDOT.

Staff: Peter Dorpalen, Executive Director; Virginia Mason, Assistant Director; Samuel Gold, Senior Planner; Joe Perrelli, Senior Planner; Glenda Prentiss, GIS Coordinator; Mark Berube, GIS Planning Assistant; Trish Bauer, Financial Manager; Lauren Rizzo, Administrative Assistant.

1. Pledge of Allegiance, Roll Call, Public Comment

Chairman Bob Mezzo called the meeting to order at 12:03 p.m. Those present recited the Pledge of Allegiance and the roll was called. There was no public comment.

2. Administrative Items

- a. *Minutes of the February 10, 2012 Meeting* — On a motion by Bob Chatfield, seconded by Ed Mone, it was unanimously

VOTED: To approve the minutes of the February 10, 2012 COGCVN meeting.

- b. *Financial Report* — Peter Dorpalen reported that as of February 29, 2012, COGCVN was 66.6% through the fiscal year and had expended 60% of its operating budget. Including pass-through funds, 62% of the total budget has been expended. Additionally, as approved in February, COGCVN has signed an agreement with Absolute Logic for a computer server and computer services. The equipment will be installed by the end of March. The audit RFP has been advertised at the state and local level. The deadline for submission is March 16. He also said a teleconference speaker phone has been order for better audio reception for phone-in meetings. On a motion by Ed St. John, seconded by Jerry Stomski, it was unanimously.

VOTED: To approve the financial report.

- c. *Correspondence* — Peter Dorpalen summarized recent correspondence

RECEIVED

APR 10 2012

- February 15, 2012 Email from Virginia Mason seeking candidates for the Duncan M. Graham Regional Leadership Award
- February 15, 2012 Letter from Virginia Mason with comments on Beacon Falls draft Plan of Conservation and Development
- March 3, 2012 Email from former director of SWRPA to RPOs requesting letters of support for CPTC, which may be eliminated. (Dorpalen noted that the Governor is apparently not budging on its elimination.)
- March 5, 2012 Letter from Absolute Logic transmitting a fully-executed agreement for computer management services
- March 6, 2012 Memorandum from Sam Gold to COGCNV members and alternates on the potential elimination of the CT Public Transportation Commission and recommending a letter be sent to the governor and area legislators in support of the commission
- March 7, 2012 Letter from Virginia Mason thanking Mayor Bob Chatfield for his presentation at the annual Citizens Corps Conference and congratulating him on his nomination to the Firefighters Hall of Fame
- March 7, 2012 Letter to Congressional delegation from Peter Dorpalen in support of a Naugatuck River Valley National Heritage Area Study (COGCNV approved a resolution in support of the study last year)
- March 8, 2012 Email from DEEP announcing another round of funding for the DEEP open space acquisition program

3. Transportation Planning

- a. *STP-Urban Highway Projects Update* — Joe Perrelli said COGCNV staff met with CTDOT engineers to discuss the region's urban highway projects under the Surface Transportation Program. The discussion focused on completing projects from the previous priority list and scheduling new projects approved by COGCNV in January. Through the STP-Urban program, the region receives \$2.5-\$3.0 million annually to fund highway improvements in the Waterbury Urbanized Area (UA). Memorandum 030912STPU presents the scheduling of the urban highway projects scheduled over the next few years. As new projects begin moving forward, staff will continue to monitor their progress and work with CTDOT and local officials to schedule projects for the most efficient use of the region's allocation.
- b. *Regional Public Works Working Group* — Peter Dorpalen said a regional public works group was recently started. He acknowledge Roy Cavanaugh, Watertown Director of Public Works, for developing ideas for the group. Roy was elected its chair. The first meeting was well attended with a good exchange of ideas. Meetings will be held every other month in the COGCNV conference room.

RECEIVED

RECEIVED

APR / 9 2012

- c. *Transportation Improvement Program 2010-2013 Amendment* — Joe Perrelli summarized the March 2012 amendment to the 2010-2013 Transportation Improvement Program, as outlined in Memorandum 030212TIP. On a motion by Ron Pugliese, seconded by Ed Edelson, it was unanimously

VOTED: To approve the March 2012 amendment to the 2010-2013 Transportation Improvement Program listed in Memorandum 030212TIP.

4. Legislative Issues of Concern to Municipalities

Kachina Walsh-Weaver from the CT Conference of Municipalities spoke about bills being tracked by CCM. She invited everyone to join CCM for their annual Day on the Hill on March 21. She also mentioned CCM's new legislative action center and website at www.ccm-lac.org.

Betsy Gara of the Council of Small Towns said the council is focusing on several issues this year that are important to small towns. She outlined some concerns about SB-24 – An Act Concerning Educational Competitiveness. COST supports HB-5035 – An Act Supporting Mandates for Municipalities. COST is monitoring and testifying on a number of proposals, including binding arbitration reform, planning and development committees, mandate relief, and environmental committees.

Following their talks, Ms. Walsh-Weaver and Ms. Gara answered questions from those present. First Selectman Ed Mone spoke about HB-5118 and the impact it might have on town budgets. First Selectman Ed St. John also spoke about this bill and bond issues.

5. Regional Build-Out Analysis Project

GIS Coordinator Glenda Prentiss presented staff work on a regional build-out analysis. A build-out analysis answers the question of how many buildings could be constructed in a particular area under current land use regulations. Using Community Viz software, COG staff completed the first town-wide analysis. Ms. Prentiss described the results of the build-out analysis using Community Viz versus the results achievable using regular GIS software. A Community Viz build-out analysis will be completed for each COGCNV town.

6. Emergency Planning

- a. *Pre-Disaster Mitigation Update* — Virginia Mason said Mike Devine of Bethlehem has been elected as the CNVEPC's vice chairman, replacing Dave Hardt. She also requested letters from towns for the application for the last round of pre-disaster mitigation. The application is due soon. The Region 5 steering committee is meeting on March 12 to work on a reallocation of funds from the 2008 grant. A meeting for chief elected officials will be held on March 19.

Tom Vannini, DESPP Region 5 Coordinator, said the governor wants a real-time exercise to be completed, with a written report to him, by September 1. Leading to that, there will be state-wide exercise objectives. Every town in the state will be required or asked to

RECEIVED

APR 9 2012

BEACON FALLS TOWN CLERK

volunteer to help DESPP. Every town in Region 5 will need to activate an EOC. Using a DESPP scenario, each community will need to stand up a unified command and do an incident action plan. Web EOC capabilities will also be tested. There will be additional activities for towns who wish to participate further.

7. Regional Business

There was no regional business.

8. Other

For those applying for 5310 mini-bus grants, Sam Gold said there will be a LOCHSTP meeting on March 21. Letters and emails concerning this meeting have gone out to the towns and other interested parties.

9. Adjournment

At 1 p.m., on a motion by Ed St. John, seconded by Tom Dunn, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by

Lauren Rizzo
Administrative Assistant

for

Edmond Mone
Secretary

T:\General\Meetings\FY 2012\COG 2012-03.Minutes.wpd

RECEIVED
APR / 9 2012

BEACON FALLS TOWN CLERK

MONTHLY FINANCIAL REPORT
Feb-12

EXPENDITURES

Budget Item	Budget Through June 30, 2012	Expended During Feb-12	Expended Year-to Date	Unexpended Balance 2/29/2012	Percent Expended Yr-to-Date
SALARIES:					
FY 2010-2011	\$439,997.00	\$36,617.42	\$293,030.56	\$146,966.44	66.6%
FRINGE BENEFITS					
FICA Match	\$33,700.00	2,801.24	\$22,416.89	\$11,283.11	66.5%
Medical Insurance	\$70,000.00	4,301.04	\$56,414.99	\$13,585.01	80.6%
Retirement	\$40,000.00	2,989.08	\$27,958.03	\$12,041.97	69.9%
Unemployment	\$2,629.00	-	\$189.57	\$2,439.43	7.2%
Disability Insurance	\$4,800.00	617.98	\$4,610.70	\$189.30	96.1%
OTHER EXPENSES					
Travel	\$12,000.00	932.95	\$5,125.12	\$6,874.88	42.7%
Reproduction & Printing	\$6,000.00	199.86	\$3,934.48	\$2,065.52	65.6%
Rent	\$45,577.00	3,791.65	\$30,333.20	\$15,243.80	66.6%
Insurance & Bond	\$8,500.00	-	\$8,388.62	\$111.38	98.7%
Utilities & Misc. Office	\$13,000.00	1,290.11	\$8,137.75	\$4,862.25	62.6%
Supplies	\$8,700.00	142.93	\$3,210.64	\$5,489.36	36.9%
Dues, Bks, Subscriptions	\$1,200.00	52.00	\$578.37	\$621.63	48.2%
Equipment	\$5,000.00	5,094.50	\$5,094.50	(\$94.50)	101.9%
Audit	\$17,000.00	-	\$16,000.00	\$1,000.00	94.1%
Professional Services	\$4,000.00	-	\$1,085.50	\$2,914.50	27.1%
CONSULTANT SERVICES					
Emergency Planning	\$0.00	-	\$0.00	\$0.00	0.0%
New Transp Study	\$30,000.00	-	\$0.00	\$30,000.00	0.0%
Reserve Fund	\$30,000.00	-	\$0.00	\$30,000.00	0.0%
Contingency	\$39,984.00	\$1,000.00	\$4,301.80	\$35,682.20	10.8%
SUBTOTAL - OPERATING	\$812,087.00	\$59,830.76	\$490,810.72	\$321,276.28	60.4%
PASS-THROUGH FUNDS					
DEMHS FY2009 - et.al.	\$500,000.00	13,942.20	\$383,384.55	\$116,615.45	76.7%
DEMHS FY2010 - et.al.	\$100,000.00	-	\$312.93	\$99,687.07	0.3%
HHW Project	\$52,000.00	1,000.00	\$30,672.56	\$21,327.44	59.0%
CERT - Town Equip.et.al.	\$2,000.00	-	\$600.00	\$1,400.00	30.0%
			\$0.00	\$0.00	
TOTAL	\$1,466,087.00	\$74,772.96	\$905,780.76	\$560,306.24	61.8%

Percent of Year Completed: 66.6%

Prepared: 3/8/2012

RECEIVED

RECEIVED

APR 19 2012

2:39 PM

Council of Governments of the Central Naugatuck Valley

Balance Sheet

As of February 29, 2012

03/07/12

Accrual Basis

Feb 29, 12

ASSETS

Current Assets

Checking/Savings

1010-00 - Webster Checking	91,139
1020-00 - STIF # 566948	112,627
1040-00 - TD Bank/Americ- 1st Instance	1,948
1060-00 - Reich & Tang Account	0
1080-00 - STIF # 572240 - Reserve	290,415

Total Checking/Savings 496,129

Accounts Receivable

1200 - Accounts Receivable	94,527
----------------------------	--------

Total Accounts Receivable 94,527

Other Current Assets

1250-00 - Ofc Emergency Mngmt. - Receivbl	-0
1290-00 - Household Hazardous Waste	1,947
1800 - 1800 - Security Deposit	6,650

1900 - Fixed Assets

1900-02 - Fixed Assets - Local	131,192
--------------------------------	---------

Total 1900 - Fixed Assets 131,192

Total Other Current Assets 139,789

Total Current Assets 730,444

TOTAL ASSETS

730,444

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000-00 - Accounts payable

2111-00 - 2111-00 Accrued Expenses

2111-39 - 2111-39 DEMHS FY08 Accrued Exp. -0

Total 2111-00 - 2111-00 Accrued Expenses -0

2000-00 - Accounts payable - Other -0

Total 2000-00 - Accounts payable -0

Total Accounts Payable -0

Other Current Liabilities

2010-00 - 1st Instance fund/Conn DOT 26,469

Total Other Current Liabilities 26,469

Total Current Liabilities 26,469

Total Liabilities 26,469

Equity

3000 - Opening Bal Equity 0

3010-00 - Fund balance - beginning 230,403

3020-00 - Investment in Fixed Assets 131,192

3900 - Retained Earnings 236,273

Net Income 106,106

Total Equity 703,975

TOTAL LIABILITIES & EQUITY

730,444

RECEIVED

APR / 9 2012

BEACON FALLS TOWN CLERK