



NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

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MEETING MINUTES
Special Meeting
Central Naugatuck Valley MPO
&
Naugatuck Valley Council of Governments

NVCOG Conference Room
49 Leavenworth St., 3rd Floor
Waterbury, CT 06702
10 a.m., Friday, June 17, 2016

NVCOG Representatives: Rich Dziekan, Alternate, Ansonia; Chris Bielik, First Selectman, Beacon Falls; Ken Cockayne, Mayor, Bob Flanagan, Alternate, Bristol; Anita Dugatto, Mayor, Derby; Ed St. John, First Selectman, Middlebury; Pete Hess, Mayor, Naugatuck; David Merchant, Mayor, Plymouth; Tom Galvin, Alternate, Prospect; John Monteleone, Alternate, Southbury; Ed Mone, First Selectman, Thomaston; Neil O'Leary, Mayor, Waterbury; Ray Primini, Town Council Member, Watertown; Tom Dunn, Mayor, Wolcott; Bill Butterly, First Selectman, Woodbury.

Guests/Other: Judy Mancini, City of Waterbury; Ellen Graham, Senator Richard Blumenthal's office; Lou Mangini, Ali Dunne, Clay Pepe, Congresswoman Rosa DeLauro's office; Zach McKeown, Randy Collins, Connecticut Conference of Municipalities.

Staff: Rick Dunne, Mark Nielsen, Aaron Budris, Joanna Rogalski, Trish Bauer, Christian Meyer, John DiCarlo, Max Tanguay-Colucci.

Prior to the start of the meeting, there was a presentation by Tom Kirk, President & CEO of Materials Innovation and Recycling Authority (MIRA).

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

Chairman O'Leary called the meeting to order at 10:15 a.m. Those in attendance recited the Pledge of Allegiance and the roll was called. Rick Dunne noted that in addition to there being a quorum, there was also a 2/3 quorum present to take up the bylaws change.

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

a. TIP Amendments

i. Install OSTA Signals along Various Routes (District 1)

- 1. TIP Amendment: Add Project No. 0171-0417 under FHWA STPA Program to Complete PD, FE, ROW, and CON Phases** – Mark Nielsen explained that the CNVMPO was asked to take action by CTDOT requesting amendment of the FFY 2015-2018 TIP to add funding for the installation and replacement of OSTA signals in District 1, as outlined in Memorandum 06172016TIP. On a motion made by Ken Cockayne, seconded by Chris Bielik, it was unanimously

VOTED: To adopt CNVMPO Resolution 2016-04 approving the proposed amendments to the FFY 2015-2018 Transportation Improvement Program, as described in the table in Memorandum 06172016TIP.

- b. FHWA Earmark Repurposing** – Mark Nielsen outlined the repurposing of earmarked funds under Section 125 of the Department of Transportation Appropriations Act, 2016 (Public Law No. 114-113, Division L, Title I). He said NVCOG has reviewed the list of previous earmarked transportation

improvement projects with unobligated funds, as described in Memorandum 06172016EARMARKS and its accompanying tables. NVCOG and CTDOT will work collaboratively to determine how best to use the region's eligible earmark project funds. Mr. Nielsen said staff would be working with NVCOG's municipalities to determine active projects and need to retain earmarked funds.

3. NVCOG Administrative Items

- a. *Approval of the Minutes of the May 13, 2016 NVCOG Regular Meeting* – On a motion by Tom Dunn, seconded by Ed Mone, with Bill Butterly abstaining, it was

VOTED: To approve the minutes of the May 13, 2106 NVCOG Regular meeting.

- b. *Financial Report* – Rick Dunne reviewed Memorandum 20160617-FIN-Financial Update. On a motion by Bill Butterly, seconded by Ed Mone, it was unanimously

VOTED: To approve the financial report, as presented.

- c. *Adoption of Proposed Bylaws Amendments Posted 5/13/16* – Rick Dunne summarized the proposed bylaws revisions. On a motion by Ed Mone, seconded by Christ Bielik, with Ed St. John voting no, it was

VOTED: By a greater than 2/3 majority of the full NVCOG board, to approve the proposed amendments, as published by NVCOG on 5/13/16, to the Bylaws of the Naugatuck Valley Council of Governments and to extend the terms of the current officers of the board through December 2018.

d. *Director's Report*

- i. *Review and Approval of Revised Organization Chart* – Mr. Dunne explained the revised organizational chart. On a motion by Ken Cockayne, seconded by Chris Bielik, it was unanimously

VOTED: To approve the proposed NVCOG revised organizational chart, as presented, effective July 1, 2016.

- ii. *Finance Director Hiring Update* – Mr. Dunne said applications are being received for this open position. He expects to have a new hire in place by August or September. Any CEOs or town professionals who are interested in serving on the interview committee should contact NVCOG.

Mr. Dunne also provided a special session legislative update. John DiCarlo provided additional comments, as did Zach McKeown and Randy Collins of the Connecticut Conference of Municipalities. Discussion followed.

4. NVEDD-SEDC Request to NVCOG for Additional Matching Funds

Rick Dunne said this is a second year planning grant and provided additional information. Discussion took place. On a motion by Tom Dunn, seconded by Chris Bielik, it was unanimously

VOTED: To appropriate \$17,500 from fund balance to be paid to SEDC.

5. **Review and Adoption of FY 2017 NVCOG Budget Document**

On a motion by Ken Cockayne, seconded by Chris Bielick, it was unanimously

VOTED: To move Item 5 to position 11 on the agenda.

6. **NVCOG Planning/Transportation Items**

- a. *FTA Triennial Update* – Mark Nielsen explained the FTA review process and said the report had 12 findings for the Valley Transit District, all of which were relatively minor. They mostly addressed new regulations that had been put in place since the last triennial review. Seven findings have since been remediated and five are being worked on. Findings were mainly due to reporting requirements and did not affect operations. Compliance should be achieved by the end of August.
- b. *LOTICIP Update* – Mr. Nielsen said 16 LOTICIP projects have been proposed by member towns. NVCOG is awaiting full application packages on 8 of those 16 projects, and is continuing to work on those with town engineers. Six applications have already been reviewed by staff and submitted to the state for its review.
- c. *Community Connectivity Program* – Mr. Nielsen said 14 NVCOG towns were selected for road safety audits. This is a town and state program, but NVCOG can provide assistance upon request.
- d. *Naugatuck River Greenway Projects Status* – Mr. Nielsen said NVCOG staff is working on three planning projects related to the implementation of the Naugatuck River Greenway; these are an economic impact study, the Thomaston-Watertown Greenway Design and Construction Project, and the Naugatuck River Greenway Uniform Trail Signage and Wayfinding Study.
- e. *Route 8 Alternative Modes Assessment* – Mark Nielsen said NVCOG staff is negotiating with the consultant on the final scope of the assessment.
- f. *General Projects Update* – Mr. Nielsen reported that the design for Route 34 is continuing. NVCOG will be meeting with the state on the Route 67 project in Seymour. NVCOG will be working on a regional safety plan that will look at high crash locations in the municipalities and identify mitigating actions. Also, CTDOT is completing a study on the central Connecticut rail corridor and public information meetings have been held. There are obstacles to making this a passenger line and options are being explored. When final reports are released, there will be a 30 day review period.

7. **Brownfields – Regional Data**

Max Tanguay-Colucci gave an update on the aggregation of brownfields data from NVCOG, DECD, and EPA. The data will demonstrate the efficacy of the funding received. The second phase of the project will be the public interface. Before the data goes online, economic development professionals from all NVCOG municipalities will be asked to review and comment on it.

8. **Western CT Water Utility Coordinating Committee (WUCC) Update**

Aaron Budris said the WUCC convened on June 14. Over the next two years, a planning process will take place that will investigate current public water supply capabilities and limitations, recommend exclusive water supply water service areas, and combine individual water supply plans into a coordinated area wide water supply plan for the Western CT WUCC.

9. New Municipal EV Grant Opportunity from CT DEEP

Mr. Budris said the CT Department of Energy and Environmental Protection (DEEP) is offering a competitive funding opportunity for municipalities to purchase and install publically accessible electric vehicle charging stations. The deadline for proposals is July 12. NVCOG staff may be able to provide technical assistance in preparing grant applications.

10. Other

Rick Dunne said a memo had been distributed with an update on municipal shared service activities. Also, John DiCarlo said there are grant funds available to municipalities from the Regional Initiative Art Grants Program. The deadline for grant applications is July 29.

11. Review and Adoption of FY 2017 NVCOG Budget Document

(As previously noted, it had been unanimously voted to move this topic from Item 5 to position 11 on the agenda.)

Rick Dunne said the FY 2017 NVCOG budget document had originally been presented to the executive committee in early May, but it had been tabled in deference to the ongoing state budget issue. For the same reason, it was again tabled at the May 13 NVCOG meeting.

Mr. Dunne explained NVCOG's funding and expenses. Discussion of municipal dues took place. Mr. Dunne also described the employee review process.

On a motion by David Merchant, seconded by Ken Cockayne, it was unanimously

VOTED: To enter into executive session.

On a motion by Ken Cockayne, seconded by Tom Galvin, it was unanimously

VOTED: To exit executive session at 12:04 p.m.

On a motion by Ken Cockayne, seconded by Ed Mone, it was unanimously

VOTED: To approve the proposed budget and salary schedule, as presented.

12. Adjournment

At 12:07 p.m., on a motion by Ed Mone, seconded by Chris Bielik, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by
Lauren Rizzo
Administrative Assistant
for
Ken Cockayne
Secretary