



**NAUGATUCK VALLEY  
COUNCIL of GOVERNMENTS**

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

**RECORD OF MEETING**

**NVCOG Executive/Audit Committee Meeting**

NVCOG Conference Room

45 Leavenworth Street

Waterbury, CT, 06702

10 a.m., Thursday, January 10, 2019

**Executive Committee Members Present:** Neil O'Leary, Waterbury; Mark Lauretti, Shelton; Pete Hess, Naugatuck; Ed Mone, Thomaston; Len Assard, Bethlehem; Chris Bielik, Beacon Falls; Tom Dunn, Wolcott; David Merchant, Plymouth.

**Guests/Other:** John Accavallo, MAWC.

**Staff:** Rick Dunne (by phone), Mark Nielsen, Michael Szpryngel, Lauren Rizzo, Glenda Prentiss.

**1. Pledge of Allegiance and Roll Call**

Chairman Neil O'Leary called the meeting to order at 10:02 a.m. Those in attendance recited the Pledge of Allegiance and the roll was called.

**2. Approval of the September 26, 2018 Record of Meeting**

On a motion by Tom Dunn, seconded by Chris Bielik, with Ed Mone abstaining, it was

VOTED: To accept the September 26, 2018 Record of Meeting as presented.

**3. Acceptance of Receipt of Management's Report Regarding the FYE 2018 Audit and to Present it for Acceptance by the Full NVCOG Board at its January 11, 2019 Meeting**

John Accavallo of MAWC went over the independent auditor's opinion of NVOG's financial statements, stating that in all material respects, the financial position of NVCOG as of June 30, 2018, and the respective changes in financial position thereof for the year then ended, were in accordance with generally accepted accounting principles. NVCOG did better than anticipated with regard to the final budget. Mr. Accavallo said there had been a prior year finding of a material weakness, but NVCOG had taken corrective action and there were no findings for the year ending June 30, 2018. Following further review and discussion, on a motion by Chris Bielik, seconded by Ed Mone, it was unanimously

VOTED: To accept the receipt of Management's Report regarding the FYE 2018 audit and to present it for acceptance by the full NVCOG board at its January 11, 2019 meeting.

**4. Agency Staffing Plan FYE 2020 (Executive Session – personnel, staffing and compensation strategy discussions)**

Rick Dunne provided a broad overview of NVCOG's staffing plan, budget, and proposed dues. Flat funding from the state is anticipated in three proposed dues scenarios. Mr. Dunne said his recommendation would be to adopt Scenario 2 as outlined in the spreadsheet labeled as NVCOG's Proposed Dues Scenario for Fiscal Year 2020. This would make up for the cut in CTDOT cost sharing funds that had occurred. NVCOG was able to absorb the funding cut last year, but is unable to do so again without the potential loss of future federal dollars. He suggested that Scenario 2 be used for the preliminary dues notices that will be sent to the towns later in January, and that the Scenario 2 dues structure be used accordingly as part of the preliminary budget. The actual budget and dues schedule

will be adopted in May or June, once the State's budget has been established. Mark Nielsen reviewed all three options shown on the Proposed Dues Scenarios for Fiscal Year 2020 spreadsheet.

Mark Lauretti suggested a status quo budget be adopted with the intent that it will be modified if needed, once the State has ratified its budget. Rick Dunne explained that Scenario 2 is a status quo budget. In order to provide proper funding, Ed Mone said he was inclined to support Scenario 2.

An Executive Session did not take place and personnel, staffing and compensation strategy considerations were mentioned only briefly as background to the budget and dues. Since this (Agenda Item 4) was not an actionable item, and as reflected in the paragraphs above, the dialogue evolved into Agenda Item 5, which focuses on estimated budget and dues, the discussion will continue there.

**5. Discuss Estimated Budget & Dues, FY2020, Adopt Recommendation**

Mark Nielsen went into greater detail concerning the proposed budget and dues scenarios, the funding rationale behind them, and responded to questions posed by the Executive/Audit Committee. Deficit spending and the coverage of non-federal share balances were discussed. Mark Lauretti started discussion concerning annual allocations and carry over funds. He said the State should fund formulas without discrepancies. Michael Szpryngel reviewed revenue and expenses, and went into detail on certain line items concerning NVCOG's estimated budget and dues. Chairman O'Leary said he would like to hear from the full NVCOG board and not issue a recommendation for a particular budget/dues scenario. Discussion ensued. On a motion by Chris Bielik, seconded by Ed Mone, it was unanimously

VOTED: To recommend the NVCOG staffing plan, the preliminary FY 2020 budget, Scenario 2, and the issuance of municipal dues notice pursuant to Scenario 1, 2 or 3 depending upon the full board's choosing.

**6. Website User Feedback**

Glenda Prentiss said NVCOG had entered into an agreement with MRW Connected for website redesign. They will be reaching out to the CEOs and their municipal staff for feedback.

**7. Executive Director Review (per Employment Agreement)**

It was agreed that this item would be discussed at a future meeting.

**8. Other**

There was no other business.

**9. Adjournment**

At 10:58 a.m., on a motion by Tom Dunn, seconded by Ed Mone, it was unanimously

VOTED: To adjourn the meeting.

Respectfully submitted by  
Lauren Rizzo  
Administrative Services Coordinator  
for  
Ed Mone  
Secretary