



NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

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MINUTES

Naugatuck Valley Council of Governments

and

Central Naugatuck Valley MPO

NVCOG Conference Room

49 Leavenworth St., 3rd Floor

Waterbury, CT

10 a.m., Friday, March 13, 2020

NVCOG Representatives: Sheila O'Malley, Alternate, Ansonia; Gerry Smith, First Selectman, Beacon Falls; Ray Rogozinski, Alternate, Bristol; Rich Dziekan, Mayor, Derby; Ed St. John, First Selectman, Middlebury; Pete Hess, Mayor, Naugatuck; George Temple, First Selectman, Oxford; Bob Chatfield, Mayor, Prospect; Mark Lauretti, Mayor, Shelton; Jeff Manville, First Selectman, Southbury; Ed Mone, First Selectman, Thomaston; Tom Winn, Town Council Chair, Watertown; Tom Dunn, Mayor, Wolcott.

Guests/Other: Kevin Bielmeyer, Economic Development Director, Southbury.

Staff: Rick Dunne, Mark Nielsen, Aaron Budris, Lauren Rizzo, John DiCarlo, Michael Szpryngel, Richard Crowther, Jr., Lesley Barewin.

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

Secretary Ed Mone called the meeting to order at 10:07 a.m. Those in attendance recited the Pledge of Allegiance and the roll was called.

There was no public comment.

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

a. *Approval of Amendments to the 2018-2021 CNVMPO TIP*

- i. Add State Project No. 0170-3559 – Ongoing Transportation Asset Management Group Funding
- ii. Add State Project No. 0170-3560 – Ongoing Bridge Management Group Funding
- iii. Add State Project No. 0170-3561 – Ongoing Pavement Management Group Funding
- iv. Add State Project No. 0171-0458 – District 1, Traffic Signal LED Re-lamping

Mark Nielsen reviewed the four projects, all of which are ongoing. Three of them are related to CTDOT's asset management and pavement management program, and the fourth involves re-lamping traffic signals. On a motion by Bob Chatfield, seconded by Ray Rogozinski, it was unanimously

VOTED: To approve the amendments to the 2018-2021 CNVMPO TIP as outlined in CNVMPO Resolution 2020-05.

3. NVCOG Administrative Items

- a. *Approval of the Minutes of the February 14, 2020 CNVMPO and NVCOG Meeting* – On a motion by Pete Hess, seconded by Tom Dunn, it was unanimously

VOTED: To approve the minutes of the February 14, 2020 CNVMPO and NVCOG meeting.

- b. *Approval of Agency Financial Reports and Summaries for Period Ending 1/31/20* – Michael Szpryngel reported that NVCOG is 58% through the fiscal year and its net position is \$148,000. There have been no unexpected reductions in funding sources and no significant overruns in expenses. On a motion by Bob Chatfield, seconded by Gerry Smith, it was unanimously

VOTED: To approve the agency financial reports and summaries for the period ending 1/31/20.

c. *Director's Report*

- Legislative Update – Rick Dunne reported that the state bonding package had passed, and that Mark Nielsen had done an analysis on the transportation bonding within it. LOCTIP funding is included. There was no special bonding for the Waterbury Rail Line, but RIFA financing remains possible. State funding for COGs is under jeopardy under one proposal. Responding to a question by Mr. Chatfield, Mr. Dunne said the bonding commission would not meet unless the Governor calls a meeting and the debt is then authorized. Debt was authorized for last year, but the commission also needs to authorize bonding for this year, the second year of the biennial. It is a two-step process whereby the legislature authorizes, and the bond commission acts to issue the debt.

4. **2020 Census Update/Presentation**

Richard Crowther, Jr. said invitations to participate in the census are now being mailed. Most responses will be done online or over the phone. For every person not counted, \$2,900 in federal dollars will be lost in the region. The census affects federal representation and legislative districts, and business owners rely on census results in order to make decisions involving new locations or expansion. In mid-May, it is anticipated that census workers will begin visiting homes that have not self-responded. The census will be open, online and by phone, until the end of July 2020. Mr. Crowther created a page of resources on the NVCOG website that provides further information: nvcogct.gov/2020census.

Upon request, Mr. Crowther is also available to make in-person presentations at NVCOG municipalities.

Mr. Dunne said economic projections are predicting population drops in some of the more affluent municipalities, i.e., those that have been most successful in residential development. This has to do with a number of factors, including fewer children and an aging population, resulting in less members in a household. However, this may also relate to the level of census participation in these communities.

5. **Discussion of the Report “Compendium of Statutory and Regulatory Mandates on Municipalities in Connecticut” by the Advisory Commission on Intergovernmental Relations (ACIR)**

Rick Dunne said at the request of Mayor O’Leary, who chairs the ACIR, NVCOG had distributed a copy of this report to all NVCOG CEOs. The report is a compilation of mandates, both statutory

and regulatory. It was determined that the report will be discussed at a future meeting when Mayor O’Leary is in attendance.

6. Regional and Municipal Shared Services

- a. *Program Update* – John DiCarlo said the NVCOG Municipal Shared Services Committee met on 2/26/20 to get fresh input on shared programming services. Nine of the 19 NVCOG municipalities sent representatives to the meeting. The goal of the municipal shared services program is to facilitate any service or procurement that benefits two or more municipalities. Participation is on a voluntary basis. Topics discussed at the committee meeting included informal agreements that exist between towns (such as law enforcement or public works equipment sharing arrangements), shared staffing, municipal and school back office consolidation, electronic document management systems, regional tree removal, fiber-optic broadband, and Public Safety Answering Points (PSAPs). NVCOG staff will contact all member municipalities to request a copy of each formally documented inter-town agreement that can be filed with NVCOG, shared with all towns, and be utilized in the creation of future agreements.

Mr. DiCarlo recently attended a meeting of the Western Connecticut Police Chiefs Association. Eight NVCOG municipalities that are not covered by the Resident State Trooper program participate in the association. At the meeting, Mr. DiCarlo spoke with police chiefs for their input on shared services. They are aware that he will be sending them a brief survey. Mr. DiCarlo asked the CEOs for their support in encouraging their own chiefs, if they are part of the group, to participate. Mr. DiCarlo also noted that numerous police departments in the region have been exemplary in sharing services on a voluntary basis.

Login information will be resent to all CEOs, requesting that their public works directors log into the Public Works Equipment Sharing Database to list any equipment they may be willing to loan.

Mr. DiCarlo will survey municipalities to catalog part-time positions that could be shared as full-time positions. Processes taken and lessons learned during position or department consolidation will be shared with other NVCOG towns interested in similar efforts.

Mr. DiCarlo concluded by saying NVCOG will monitor opportunities for municipal broadband buildout, but members of the Municipal Shared Services Committee had agreed there is insufficient interest for NVCOG staff to pursue or promote PSAP consolidation at this time.

- b. *DEEP SMART Program Discussion* – Lesley Barewin said a memo had been sent last week regarding CT DEEP’s announcement of the availability of funding for municipalities and regions through the Save Money and Reduce Trash (SMART) grant program. SMART is a method of charging for trash disposal based on the amount disposed of, similar to the same way residents are charged for electricity, gas, and other utilities. If grant funds are awarded, the intention is to have the SMART program implemented within one year from date of contract with DEEP. NVCOG staff is interested in the potential for multi-town or regional program development. Staff is available to assist with applications and can

provide letters of support for proposals. If interested, towns should contact Lesley Barewin or Aaron Budris by March 31, 2020.

- c. *Municipal Shared Planner Update* – Rick Dunne said, for budgeting purposes, notices were sent to the two towns participating in the municipal shared planner program (Oxford and Seymour), and to another town (Beacon Falls) that is requesting time. NVCOG has approximately 11 hours of the shared municipal planner's time per week, Beacon Falls is requesting a full day, and Seymour is requesting additional hours. A time study was undertaken, and Mr. Dunne will be speaking with the three towns to budget the planner's time proportionally. Mr. Dunne also said the program has been very successful. Anyone interested in the shared municipal planner program or in other possible shared position programs should contact John DiCarlo.

7. NVCOG Planning/Transportation

- a. *LOTICIP Update* – Mark Nielsen said this year could be very active, with many LOTICIP projects finishing up with design and likely moving ahead to construction.
- b. *Status Report – Review of NVCOG Planning and Design of State Roadways* – Mark Nielsen said NVCOG is administering the design of three state road projects – State Project 0036-0184: Reconstruction of Route 34, Derby; State Project 0124-0165: Spot Improvements on Route 67, Seymour; and State Project 0126-0174: Renovation of Derby-Shelton Bridge, Derby and Shelton. He reviewed the current schedule for final design plans, design completion dates, and advertising for the projects.

NVCOG is working with AECOM to conduct the Alternative Transportation Modes and Transit Oriented Development Assessment Study. The study has completed a review of existing conditions, an assessment of TOD land uses in the vicinity of the Waterbury Rail Line rail stations, and the feasibility of installing a Bus Rapid Transit system along Route 8. The development of the Waterbury Rail Line improvement action plan is nearing completion, with a draft report expected by March 20, 2020.

Responding to questions by Gerry Smith, Mr. Nielsen said if any town has a state road that they feel needs to be addressed, they should let NVCOG know. NVCOG will then work with CTDOT to get federal dollars allocated for those projects. Rick Dunne explained the role the Transportation Technical Advisory Committee (comprised of public works directors and others) plays in ranking projects, which the NVCOG board then authorizes. For the benefit of the board, Ed Mone asked that Mr. Nielsen define a local road that could fit into a LOTICIP project. Mr. Nielsen said the simplest explanation is any road that a town is responsible for maintenance and ownership of that is, at least, classified as a collector street. There is a map of eligible roads for each town. Rick Dunne asked anyone with concerns to contact NVCOG for assistance with getting roads on their town's map.

Jeff Manville had questions concerning maintenance of state roads in a town. Mr. Nielsen said it was his understanding that the state will not chip seal these roads and will not do less than a mill and pave rehabilitation, if warranted.

8. **COVID-19 Policy Discussion**

Ed Mone opened a roundtable discussion on COVID-19 policies. Topics included the use of Reverse 911, and the closing of schools, libraries and senior centers. Many town halls are open. Jeff Manville raised the topic of primaries and elections, and the possibility of moving polling places. The municipal budget approval process was discussed, as was the cancelation of public meetings. Mr. Mone said the municipalities must take direction from the state, as conditions are changing on a daily basis. Ed St. John spoke about the need for proper protection for first responders. Also discussed was a possible state declaration of a public health emergency. Pete Hess spoke about remote work capabilities. Policy provisions may need to be made for municipal employees who may run out of sick time, and the CEOs will address this issue as it may arise. Rich Dziekan noted the possibility of drive-up COVID-19 testing at local hospitals. Bob Chatfield and Ed Mone noted that each town is different, but all must use common sense measures.

9. **Other**

There was no other business.

10. **Adjournment**

At 11:04 a.m., on a motion by Tom Dunn, seconded by Gerry Smith, it was unanimously

VOTED: To adjourn the meeting.

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



**CENTRAL NAUGATUCK VALLEY
METROPOLITAN PLANNING ORGANIZATION**

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

RESOLUTION 2020-05

**AMENDMENT
FFY 2018-2021 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 2018-2021 Transportation Improvement Program for the Central Naugatuck Valley Planning Region (TIP)* at its June 9, 2017, meeting; and the US Department of Transportation (Federal Highway Administration and Federal Transit Administration) have approved the *State FFY 2018-2021 Transportation Improvement Program (STIP)*.

WHEREAS, the Connecticut Department of Transportation is requesting amendment of the FFY 2018-2021 TIP to allocate Surface Transportation Block Grant funds for project 0170-3559, project 0170-3560, project 0170-3561, and project 0171-0458.

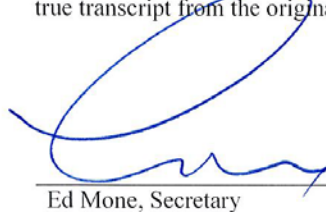
WHEREAS, the proposed projects do not necessitate a new Air Quality Conformity Determination.

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 amendment of the FFY 2018-2021 TIP to allocate federal aid funds as listed and described in the attachment to this resolution.

This resolution shall become effective as of March 13, 2020.

I do hereby certify that the resolution adopted by the Central Naugatuck Valley MPO at a public meeting held on March 13, 2020, at which a quorum was present and that the same is a correct and true transcript from the original thereof.



Ed Mone, Secretary

March 13, 2020
Date

BEACON FALLS • BETHLEHEM • BRISTOL • CHESHIRE • MIDDLEBURY • NAUGATUCK • OXFORD • PLYMOUTH
PROSPECT • SOUTHURDY • THOMASTON • WATERBURY • WATERTOWN • WOLCOTT • WOODBURY