



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

Virtual Video Conference Meeting

10 a.m., Friday, May 8, 2020

NVCOG Representatives: Gerry Smith, First Selectman, Beacon Falls; Len Assard, First Selectman, Bethlehem; Ellen Zoppo-Sassu, Mayor, Bristol; Jerry Sitko, Alternate, Cheshire; Rich Dziekan, Mayor, Derby; Pete Hess, Mayor, Naugatuck; George Temple, First Selectman, Oxford; Kristyn Rosa, Alternate, Oxford; David Merchant, Mayor, Plymouth; Bob Chatfield, Mayor, Prospect; Kurt Miller, First Selectman, Seymour; Mark Lauretti, Mayor, Shelton; Jeff Manville, First Selectman, Southbury; Ed Mone, First Selectman, Thomaston; Neil O’Leary, Mayor, Waterbury; Tom Dunn, Mayor, Wolcott; Barbara Perkinson, First Selectwoman, Woodbury.

Guests/Other: Attorney Gary O’Connor; Lou Mangini, Office of Congresswoman Rosa DeLauro; Jennine Lupo, Office of Congresswoman Jahana Hayes; John Field, Regional Emergency Response Team, Region 5; Joanna Wozniak-Brown, UConn; Hedy Ayers, Samantha LaBonne, Eversource.

Staff: Rick Dunne, Mark Nielsen, Michael Szpryngel Aaron Budris, Richard Crowther, Jr., Gabriel Filer, Christian Meyer, Joanna Rogalski, and Karen Svetz participated in the meeting through Zoom. Lesley Barewin, Trish Bauer, Olivia Brandi, John DiCarlo, Glenda Prentiss, Lauren Rizzo, Ricardo Rodriguez, and Keith Rosenfeld viewed a livestream of the meeting.

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, Hedy Ayers, of Eversource said she would email a presentation to chief elected officials concerning the utility’s preparedness and response to COVID-19. She noted that Eversource sent out a press release in recognition of National Electrical Safety Month, that its technology grant program is on hold due to the pandemic, and that it had participated in two webinars sponsored by PURA about utilities, businesses, the public, and flexible payment plans.

2. NVCOG Administrative Items

- a. *Approval of the Minutes of the April 9, 2020 CNVMPO & NVCOG Meeting* – On a motion by Ed Mone, seconded by Pete Hess, with Bob Chatfield abstaining, it was unanimously

VOTED: To approve the minutes of the April 9, 2020 CNVMPO & NVCOG meeting.

- b. *Approval of Agency Financial Reports and Summaries for Period Ending 3/31/20* – Michael Szpryngel reported that NVCOG is 75% through the fiscal year. He reviewed the reports and summaries, noting that there were no significant overruns or funding cuts. On a motion by Tom Dunn, seconded by Jerry Sitko, it was unanimously

VOTED: To approve, as presented, the NVCOG financial reports and summaries for the period ending 3/31/20.

- c. *Approval of NVCOG 2021 Budget* – Rick Dunne noted that everyone had received a copy of the proposed budget. The preliminary budget keeps dues flat. Because the legislature

adjourned without taking action that could have affected funding, reserve cash has been put into the salary line item. The funds are not expected to be expended. On a motion by Ed Mone, seconded by Ellen Zoppo-Sassu, it was unanimously

VOTED: To approve the NVCOG FY21 budget as presented.

- d. *Director's Report* – Mr. Dunne said there was nothing to report, as the anticipated GBVMPO meeting had not taken place.

3. **Approval of NVCOG Resolution 2020-16 – Endorsement of the NRG Trail Thomaston to Torrington Routing Feasibility Study**

Aaron Budris said the final draft of the feasibility study had been published last month. He outlined the history of the study, including funding sources. BSC Group served as the study's consultant. Mr. Budris explained the composition of the steering committee and the scope of the consultant's work. He said nearly 400 public comments had been received about the report, mostly as push-back from off highway vehicle (OHV) riders utilizing the property in a relatively small area at the Thomaston Dam. The comments, and the project team's responses to them are detailed in Appendix H of the report. The concerns of the OHV riders were taken into consideration and are reflected in the preferred route and in the report. Ed Mone added that, as the First Selectman of Thomaston, having taken all things into consideration, he personally supported the routing study's recommendations. On a motion by Tom Dunn, seconded by Pete Hess, it was unanimously

VOTED: To approve NVCOG Resolution 2020-16 – Endorsement of the NRG Trail Thomaston to Torrington Routing Feasibility Study.

4. **Approval of MOU between CT Brownfields Land Bank (CTBLB) and NVCOG**

Mr. Dunne explained the creation of the MOU, whereby the land bank would be run essentially as part of NVCOG's brownfield program. Attorney O'Connor reviewed the clauses of the MOU.

Ed Mone asked for verification that there would be no additional costs to the membership of NVCOG and that administrative costs would be paid for by brownfield funding. Mr. Dunne said an existing staffing agreement would continue to bill the land bank for work performed on its behalf, in the same manner as any other projects NVCOG runs. On a motion by Ed Mone, seconded by Kurt Miller, it was unanimously

VOTED: To approve the MOU between Connecticut Brownfields Land Bank (CTBLB) and NVCOG.

5. **Approval of NVCOG Resolution 2020-13 – Authorization for the NVCOG Executive Director to Enter into an Agreement with CIRCA to Support the Resilient CT Project**

Mr. Dunne said he would like NVCOG to be involved in this program, and he was asking for board authorization to enter into an agreement, but there was a difference in interpretation of a federal law and disagreement on the way NVCOG would be compensated for its time. He advised the board he would not sign an agreement until the matter was resolved. Responding to a question by Ed Mone, Mr. Dunne gave a detailed account of the interpretation difference including the issue of indirect costs. With the understanding and endorsement of Mr. Dunne's caveat, Ed Mone made a motion, seconded by Kurt Miller, whereby it was unanimously

VOTED: To approve NVCOG Resolution 2020-13 – Authorization for the NVCOG Executive Director to enter into an agreement with CIRCA to support the Resilient CT project.

Additionally, Chairman O’Leary requested that Mr. Dunne keep the board apprised of status.

6. NVCOG Planning/Transportation

- a. *Approval of NVCOG Resolution 2020-14 – Agreement Regarding Transportation Planning & Funding in the Bridgeport/Stamford TMA* – Mark Nielsen said this is an update to an MOU currently in place. NVCOG, MetroCOG and WestCOG constitute the Bridgeport/Stamford TMA. Federal regulations have certain requirements to ensure consistency and collaboration between the regions. The MOU was developed by and amongst the three COGs. WestCOG endorsed the MOU last week. On a motion by Tom Dunn, seconded by Kurt Miller, it was unanimously

VOTED: To approve NVCOG Resolution 2020-14 – Agreement Regarding Transportation Planning & Funding in the Bridgeport/Stamford TMA.

- b. *Approval of NVCOG Resolution 2020-15 – Selection of Lowest Qualified Bidder for Third Party Review of Exchange Place Project in Waterbury* – Karen Svetz said she’d issued a request for proposals for a third-party design review of the Waterbury Exchange Place revitalization project. The lowest qualified bidder from the on-call engineers list was Weston & Sampson. On a motion by Tom Dunn, seconded by Ed Mone, it was unanimously

VOTED: To approve NVCOG Resolution 2020-15 – Selection of Lowest Qualified Bidder for Third Party Review of Exchange Place Project in Waterbury.

- c. *Impacts of the Corona Virus on Local Truck and Vehicle Volumes* – Christian Meyer provided information on the effect on vehicle traffic volume due to “stay-at-home” orders. He provided information on regional, state, and national trends. Truck volume is down significantly less than passenger volume. Mr. Meyer will continue to track vehicle volume trends as things begin to reopen.
- d. *FTA Section 5310 Funding Announcement and New Solicitations* – Gabriel Filer announced that CTDOT has launched the Section 5310 grant cycle for 2020, Municipalities and non-profits interested in securing funding to purchase a new service bus are encouraged to apply. Grants require a 20-50% local match. Applications are due to CTDOT and NVCOG by 6/26/20. Mr. Filer may be contacted for further information.

7. COVID-19

- a. *Discussion of State of CT Long Term Recovery Committees* – Mr. Dunne said John Field, Regional Coordinator of REPT Response Team, Region 5 had convened a meeting for the long term recovery committee process. The towns are to appoint a coordinator who is not a first responder, as well as form a committee to address long term needs caused by the Corona virus. Mr. Field convened the meeting for the COG directors primarily in Region 5. Along with Northwest Hills COG and WestCOG, NVCOG will be creating a steering committee and representatives of the steering committee will work with the

state. At the ground level, the LTR will determine unmet needs and match them with resources, raising them to the state level if needed.

- b. *Board Discussion of COVID-19 Response (the Board was joined by John Field, Regional Coordinator, Regional Emergency Response Team, Region 5)* – Mr. Field continued the discussion of long term recovery committees, stating that as the governor moves into a slow, cautious process of reopening the state, unmet needs must be identified and addressed, and the LTR's will be important to that effort. Mr. Field said the REPT continues to monitor and address personal protective equipment. Demobilization plans are being explored. Guidance will be issued for FEMA reimbursements and for soft openings set for May 20.

In addition, the subjects of senior bus services and regional school board elections were discussed.

8. **Other**

Jennine Lupo, of the Office of Congresswoman Jahana Hayes, spoke about the importance of completing the 2020 census. She will be reaching out to Region 5 municipal CEOs concerning grant opportunities to assist low income individuals complete their tax returns. She encouraged the CEOs to contact her for assistance as needed.

9. **Executive Session (if necessary)**

There was no executive session.

10. **Adjournment**

At 11:08 a.m., on a motion by Ed Mone, seconded by Barbara Perkinson, it was unanimously

VOTED: To adjourn the meeting.

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



**NAUGATUCK VALLEY
COUNCIL of GOVERNMENTS**

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**RESOLUTION OF THE
NAUGATUCK VALLEY COUNCIL OF GOVERNMENTS
#2020-13**

Authorization to enter into an agreement with the Connecticut Institute for Resilience and Climate Adaptation (CIRCA) to provide technical and planning support for the Resilient CT Project

Waterbury, Connecticut

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments on May 8, 2020 in Waterbury, Connecticut, a quorum being established:

BE IT **RESOLVED**, that the Council authorized Executive Director Rick Dunne to enter into an agreement with CIRCA to provide technical and planning support for the Resilient CT project, and to sign all documents relevant to that undertaking.

The Secretary is authorized to impress the seal of the Naugatuck Valley Council of Governments on any such documents, amendments, rescission, or revision.

Dated at Waterbury Connecticut, on 5/8, 2020

Agency: Naugatuck Valley Council of Governments

Signed _____
Mone. Secretary

ANSONIA, BEACONFALLS, BETHLEHEM, BRISTOL, CHESHIRE • DERBY, MIDDLEBURY, NAUGATUCK, OXFORD, PLYMOUTH
PROSPECT, SEYMOUR, SHELTON, SOUTHBURY, THOMASTON, WATERBURY • WATERTOWN, WOLCOTT • WOODBURY



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RESOLUTION 2020-14

**APPROVAL OF
MEMORANDUM OF UNDERSTANDING REGARDING TRANSPORTATION
PLANNING AND FUNDING IN THE BRIDGEPORT-STAMFORD URBANIZED AREA**

WHEREAS, the cities of Ansonia, Derby, and Shelton, and the towns of Beacon Falls, Middlebury, Oxford, Seymour, Southbury and Woodbury are located in the Bridgeport-Stamford Urbanized Area.

WHEREAS, the Naugatuck Valley Council of Governments conducts the federal transportation planning process in accordance to US DOT guidelines and regulations, and 23 CFR 450.314(a) for the Central Naugatuck Valley MPO and the lower Valley area that is a member of the Greater Bridgeport and Valley MPO.

WHEREAS, federal regulations require the MPO, the State, and the providers of public transportation to cooperatively determine their mutual responsibilities in carrying out the metropolitan planning process and 23 CFR 450.314 (c) states that if more than one MPO has been designated to serve an urbanized area, there shall be a written agreement among the MPOs, the State, and the public transportation operator(s) describing how the metropolitan planning processes will be coordinated.

WHEREAS, the Bridgeport-Stamford Transportation Management (TMA) is comprised of three Councils of Governments (COG) and six public transportation operators within the Bridgeport-Stamford Urbanized Area.

WHEREAS, the COGs in the Bridgeport-Stamford TMA include the Connecticut Metropolitan Council of Governments (MetroCOG), the Naugatuck Valley Council of Governments (NVCOG), and the Western Connecticut Council of Governments (WestCOG).

WHEREAS, the purpose of this MOU is:

1. To define the method for distributing metropolitan planning funds received by the CTDOT from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for transportation planning within the Bridgeport-Stamford Urbanized Area;
2. To define the method for the development of financial plans for the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP) and the list of obligated projects along with the coordination involved in Air Quality Conformity and Congestion management;
3. To define the method for distributing and administering FHWA Surface Transportation Block Grant Program (STBG) suballocated funds, Transportation Alternatives Set-Aside suballocated funds, FTA Section 5307 funds, and FTA Section 5310 funds earmarked for, or attributable to, the Bridgeport-Stamford Urbanized Area; and

ANSONIA • BEACON FALLS • JEFFERSON • BRISTOL • CHESTER • DERBY • GEEB BROOK • HALESTAD • LACON • MIDDLETOWN
MIDDLEBURY • SEYMOUR • SHELDON • SOUTHBRIDGE • THORASTON • WATERBURY • WASHINGTON • WOODBURY • WYOMINGTON

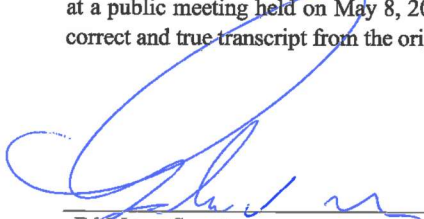
4. To define the responsibilities of each COG for carrying out its own transportation planning program and for coordinating with the other COGs in the Bridgeport-Stamford Urbanized Area.

WHEREAS, the proposed MOU has been prepared in consultation and coordination among the COGs, public transportation operators and the Connecticut Department of Transportation (CTDOT).

NOW, THEREFORE BE IT RESOLVED that Naugatuck Valley Council of Governments endorses the attached Memorandum of Understanding Regarding Transportation Planning and Funding in the Bridgeport-Stamford Urbanized Area and authorizes the Chair of the NVCOG to sign and execute said MOU.

This resolution shall become effective as of May 8, 2020.

I do hereby certify that the resolution adopted by the Naugatuck Valley Council of Governments at a public meeting held on May 8, 2020, at which a quorum was present and that the same is a correct and true transcript from the original thereof.



Ed Mone, Secretary

May 8, 2020

Date



RESOLUTION 2020-15

LOT CIP PROFESSIONAL DESIGN REVIEW SERVICES

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its meeting on May 8th, 2020 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 (LOT CIP) to administer the program and conduct professional review of design plans and specifications prepared by local project sponsors.

WHEREAS, the NVCOG conducted a qualifications-based selection process to create an on-call consultant list to conduct the professional review of design plans and specifications submitted by LOT CIP project sponsors.

WHEREAS, the NVCOG solicited requests for proposals and bids from the consultants on the approved on-call list to conduct the professional design review for the final design plans for the Exchange Place Street Revitalization Project in the City of Waterbury.

WHEREAS, the lowest qualified bid received, at a cost not to exceed \$6,425 was submitted by Weston & Sampson Engineers, Inc.

BE IT RESOLVED, that the NVCOG endorses the selection of Weston & Sampson Engineers, Inc. from the NVCOG on-call consultant list to conduct the professional design review for the Exchange Place Street Revitalization Project and authorizes the Executive Director to execute any and all agreements with Weston & Sampson Engineers, Inc. related to the professional design review of the Exchange Place Street Revitalization Project.

Dated at Waterbury, Connecticut, on May 8, 2020
Agency: Naugatuck Valley Council of Governments

Signed

Ed Mone, Secretary



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**RESOLUTION OF THE
NAUGATUCK VALLEY COUNCIL OF GOVERNMENTS
#2020-16**

**Endorsement of the Naugatuck River Greenway Trail
Thomaston to Torrington Routing Feasibility Study**

Waterbury, Connecticut

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments on May 8th, 2020 in Waterbury, Connecticut, a quorum being established:

BE IT RESOLVED, that the Council endorses the Naugatuck River Greenway Trail Thomaston to Torrington Routing Feasibility Study Report.

The Secretary is authorized to impress the seal of the Naugatuck Valley Council of Governments on any such documents, amendments, rescission, or revision.

Dated at Waterbury, Connecticut, on 5/8, 2020

Agency: Naugatuck Valley Council of Governments

Signed


Ed Mone, Secretary