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, December 13, 2019

NVCOG Representatives: Sheila O’Malley, Alternate, Ansonia; Len Assard, First Selectman, Bethlehem; Ellen Zoppo-Sassu, Mayor, Bristol; Jerry Sitko, Alternate, Cheshire; Rich Dziekan, Mayor, Derby; Ed St. John, First Selectman, Middlebury; Pete Hess, Mayor, Naugatuck; Jeff Manville, First Selectman, Southbury; Ed Mone, First Selectman, Thomaston; Neil O’Leary, Mayor, Mackenzie Demac, Alternate; Waterbury; Tom Winn, Town Council Chair, Watertown; Tom Dunn, Mayor, Wolcott; Barbara Perkinson, First Selectman, Woodbury.

Guests/Other: Sonia Kaminsky, Brown & Brown Insurance; Sara Radacsi, CTDOT; Hedy Ayers, Samantha LaBonne, Eversource; Meg Haffner, The Kennedy Center; Kevin Bielmeier, Economic Development Director, Southbury; members of the public.

Staff: Aaron Budris, Joanna Rogalski, Glenda Prentiss, Trish Bauer, Lauren Rizzo, Christian Meyer, John DiCarlo, Karen Svetz, Michael Szpryngel, Richard Crowther, Jr., Gabriel Filer, Keith Rosenfeld, Olivia Brandi.

1. Commencement of Meeting (Pledge of Allegiance, Roll Call, Public Comment)
Chairman Neil O’Leary called the meeting to order at 10:03 a.m. Those in attendance recited the Pledge of Allegiance and the roll was called.

For public comment, Samantha LaBonne of Eversource spoke about financial assistance that is available to customers through Eversource’s winter protection plans. Hedy Ayers, also of Eversource, spoke about payment scams. She also noted the utility’s recent national recognition for service to its customers.

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. 0010-0090, Route 132 Intersection Improvements, Bethlehem – Christian Meyer explained that this project will improve the intersection of CT Route 132 at Magnolia Hill Road and Nonnewaug Road in the Town of Bethlehem. On a motion by Tom Dunn, seconded by Pete Hess, it was unanimously

      VOTED: To approve CNVMPO Resolution 2020-04 concerning State Project No. 0010-0090, Route 132 intersection improvements.

3. NVCOG Administrative Items
   a. Approval of the Minutes of the November 8, 2019 NVCOG and CNVMPO Meeting – On a motion by Tom Dunn, seconded by Ed Mone, it was unanimously
VOTED: To approve the minutes of the November 8, 2019 NVCOG and CNVMPO meeting.

b. **Approval of Agency Financial Reports and Summaries for Period Ending 10/31/19** – Michael Szpryngel said NVCOG is 33% through the fiscal year, with a bottom line figure of $226,040. There have been no unexpected reductions in NVCOG’s funding sources. Some EPA and DECD items are running a little high, mainly because positions that were unfilled at the beginning of the year have since been filled. On a motion by Ed Mone, seconded by Pete Hess, it was unanimously

VOTED: To approve the agency financial reports and summaries for the period ending 10/31/19.

c. **Approval of NVCOG Meeting Schedule for 2020** – On a motion by Ed Mone, seconded by Pete Hess, it was unanimously

VOTED: To approve the NVCOG meeting schedule for 2020.

d. **Approval of NVCOG Holiday Schedule for 2020** – On a motion by Tom Dunn, seconded by Pete Hess, it was unanimously

VOTED: To approve the NVCOG holiday schedule for 2020.

e. **Director’s Report** – Christian Meyer said there was no Director’s Report this month as Rick Dunne was away at a brownfields conference.

4. **Appointment of a Three Member Nominating Committee to Recommend a Slate of Four Officers and Five At-Large Members of the Executive Committee**

Tom Dunn reported that the Executive Committee recommends the Nominating Committee consist of Len Assard, Tom Dunn, and Kurt Miller. There were no nominations from the floor. On a motion by Ed Mone, seconded by Sheila O’Malley, it was unanimously

VOTED: To appoint Len Assard, Tom Dunn, and Kurt Miller as the three member Nominating Committee to recommend a slate of four officers and five at-large members of the Executive Committee.

5. **Regional and Municipal Shared Services**

John DiCarlo noted the arrival of Sonia Kaminsky of Brown & Brown Insurance for her presentation on insurance consortiums in Connecticut and, with the Chair’s permission, yielded the floor to her. She explained there are three collaboratives offering options for health insurance coverage and distributed a handout outlining consortium models. Self-funded and fully insured options are available. Ed Mone described the Town of Thomaston’s experience with a Brown & Brown Insurance consortium, noting the strength in numbers benefit it provides. It delivers the same benefit package for various classes of employees. Ed St. John said the Town of Middlebury had also had a positive experience with an insurance consortium. Ms. Kaminsky invited the CEOs to contact her directly for further information.

a. **CCM/CTCOG Municipal Salary Survey Participation** – John DiCarlo said this survey, conducted by the Connecticut Conference of Municipalities and CTCOG, is a useful tool to
learn about salaries for various positions in Connecticut municipalities both large and small. Six NVCOG municipalities have not yet responded to the survey, and Mr. DiCarlo asked that these towns complete it as soon as possible.

6. NVCOG Planning/Transportation
   a. LOTCIP
      i. Approval for AI Engineers to Perform a Third Party Review for the Guernseytown Road Project in Watertown – Karen Svetz explained that AI Engineers submitted the lowest qualified bid from the on-call consultant list to perform design review services for this project. She is now seeking endorsement for AI Engineers to perform the work and for the NVCOG Executive Director to execute any and all agreements with AI Engineers for this project, as described in NVCOG Resolution 2020-07. On a motion by Ed Mone, seconded by Pete Hess, it was unanimously VOTED: To approve NVCOG Resolution 2020-07 regarding AI Engineers and the Guernesytown Road Project in Watertown.

   b. NVCOG Rail Conference – John DiCarlo stated that this conference, that was to include the region’s state legislative delegation, was to take place in Naugatuck next week. The conference has been postponed to January 2020.

   c. Bond Commission Items – Mr. DiCarlo said two items of interest are on the Wednesday State Bond Commission agenda. There is a $5M allocation for open space and watershed land acquisition for municipalities that is scheduled for approval. This will be a competitive application project. There is also a LOTCIP allocation with the majority of items being NVCOG projects.

7. Emergency Planning Update
   a. Regional Emergency Planning Team – Joanna Rogalski said a training day for CEOs of Regional Emergency Planning Team 5 is being planned. DEMHS is working to get all assets, statewide, added to the online database.

   b. Community Emergency Response Team – Ms. Rolgalski said if any CERT has equipment needs, grant applications must be submitted by the end of the year. If any CERT member is interested in becoming a licensed drone pilot or has a license, there is an opportunity for that individual to become a part of the Region 5 mobile communications van.

   c. Natural Hazard Mitigation Plan – Ms. Rogalski also stated that an RFP for a multi-jurisdictional natural hazard mitigation plan is being developed. The plan will satisfy FEMA requirements for mitigation project funding.

8. Other
   Christian Meyer announced that the Regional Profile is now available online. Michael Szpryngel said the final NVCOG audit report should be ready in a week or two.

9. Adjournment
   At 10:59 a.m., on a motion by Tom Dunn, seconded by Pete Hess, it was unanimously
VOTED: To adjourn the meeting.

Respectfully submitted by
Lauren Rizzo
Administrative Services Coordinator
for
Ed Mone, Secretary
RESOLUTION 2020-04
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-Rural funds for project 0010-0090.

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 December 13, 2019.

I do hereby certify that the resolution adopted by the Central Naugatuck Valley MPO at a public meeting held on December 13, 2019, at which a quorum was present and that the same is a correct and true transcript from the original thereof.

Ed Moric, Secretary

Date: December 13, 2019
RESOLUTION 2020-07
LOTCP
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 December 13, 2019 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 (LOTCP) 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 LOTCP 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 Guernseytown Road Reconstruction Project in the City of Watertown.

WHEREAS, the lowest qualified bid received, at a cost not to exceed $5,200, was submitted by AI Engineers.

BE IT RESOLVED, that the NVCOG endorses the selection of AI Engineers from the NVCOG on-call consultant list to conduct the professional design review for the Guernseytown Road Reconstruction Project and authorizes the Executive Director to execute any and all agreements with AI Engineers related to the professional design review of the Guernseytown Road Reconstruction Project.

Dated at Waterbury, Connecticut, on December 13, 2019

Agency: Naugatuck Valley Council of Governments

Signed Ed Mone, Secretary