

Meeting of the Western Connecticut Council of Governments

September 17, 2015 – 12:30 p.m.

Updated Location: Redding Community Center, 37 Lonetown Road, Redding, CT 06896

Agenda – Revised 9/14/2015

1. MEETING CALL TO ORDER and ROLL CALL: Hon. Matthew Knickerbocker, Chairman
2. FEATURED GUESTS:
 - Kevin Lembo, CT State Comptroller
 - Jennifer March-Wackers, Capitol Region Council of Governments
3. PUBLIC PARTICIPATION
4. ACTION ITEMS:
 - a) Approval of August 20, 2015 Minutes Attachment 4.a, pp. 1-4
 - b) Treasurer's Report Attachment 4.b, pp. 5-12
 - c) Authorizing Resolution: Stamford Bike-Ped Master Plan Attachment 4.c, pg. 13
 - d) Authorizing Resolution: Darien Noroton Heights Access Study Attachment 4.d, pg. 14
5. INFORMATION ITEMS:
 - a) Regional Heroin and Opiate Abuse Task Force Attachment 5.a, pp. 15-16
 - b) Regional Services Survey Update Attachment 5.b, pg. 17
 - c) New Website
 - d) WestCOG GIS Team
 - e) Office Consolidation Status
6. STAFF PRESENTATION:
 - Hazard Resiliency & WestCOG – Rob Sachnin
7. NEXT MEETING: October 22, 2015 Stamford
8. ADJOURNMENT

For language assistance or other accommodations, contact Western Connecticut Council of Governments at least five business days prior to the meeting at help@westernctcog.org. Para asistencia con el idioma y otras adaptaciones, por favor póngase en contacto con Western Connecticut Consejo de Gobiernos por lo menos cinco días hábiles antes de la reunión al help@westernctcog.org.



DRAFT 8/20/2015 MINUTES

WESTERN CONNECTICUT COUNCIL OF GOVERNMENTS

Meeting held at the New Canaan Town Hall
77 Main Street, New Canaan, CT 06840

Matthew Knickerbocker Chairman; Jayme Stevenson Vice Chairman
Susan Chapman Secretary; Gayle Weinstein Treasurer

MEMBERS IN ATTENDANCE

Bethel	First Selectman Matthew Knickerbocker
Bridgewater	First Selectman Curtis Read
Brookfield	First Selectman William Tinsley
Danbury	Mayor Mark Boughton
Darien	First Selectman Jayme Stevenson
Greenwich	First Selectman Peter Tesei
New Canaan	First Selectman Robert Mallozzi
New Fairfield	First Selectman Susan Chapman
New Milford	Mayor Patricia Murphy
Newtown	First Selectman Patricia Llodra
Norwalk	Mayor Harry Rilling
Redding	First Selectman Julia Pemberton
Ridgefield	First Selectman Rudy Marconi
Sherman	Absent
Stamford	Absent
Weston	First Selectman Gayle Weinstein
Westport	Selectman Eileen Flug (Official Voting Representative)
Wilton	Absent

OTHERS IN ATTENDANCE

Darien Selectman Susan Marks, David Fink and Katy Shafer from Partnership for Strong Communities, CT DOT Supervising Planner Roxane Fromson, City of Stamford Traffic Engineer Mani Poola, Norwalk Transit District CEO Kimberlee Morton, Tracy Alston of Eversource, Jo-Anne Horvath Norwalk Resident, WestCOG Director Francis Pickering and WestCOG staff members.

CALL TO ORDER

The meeting was called to order at 12:35 P.M. by Chairman Matthew Knickerbocker and a quorum was determined to be present. New Canaan First Selectman Robert Mallozzi III welcomed everyone to the newly renovated Town Hall and called attention to a gift publication handed to everyone, "A Guide to God's Acre," published by the New Canaan Historical Society. Jayme Stevenson followed with the introduction of Darien Selectman Susan Marks to the Council.

DISCUSSION ON WAYS TO ADDRESS THE INCREASING INCIDENCE OF OPIATE ADDICTION AND OVERDOSE

Chairman Knickerbocker announced that one item for discussion, which was brought to the Council's attention by Mayor Boughton, was inadvertently omitted from the agenda. Mayor Boughton and Mayor Murphy suggested that WestCOG support the creation of a regional task force that would leverage various municipal resources in an effort to address the alarming incidence of opiate addiction

and overdoses, a problem affecting all areas of Connecticut. An enthusiastic and supportive discussion ensued. Director Pickering was tasked with coordinating this effort and reporting back to the Council regarding available resources, best management practices in place, and suggestions as to how the COG could add value to these efforts through regional coordination and education activities. A suggestion was also made that some aspects of this initiative could result in the development of priorities for legislative action that would lead to an enhancement of state efforts to help address this issue.

FEATURED SPEAKERS: PARTNERSHIP FOR STRONG COMMUNITIES

Mr. David Fink and Ms. Katy Shafer, Policy Directors from the Partnership for Strong Communities (PSC) presented information on the changing characteristics of the demographics of Connecticut's population and how this was creating a need for municipalities to respond to the current and future needs for different housing choices that would enable their residents to continue to live in their communities.

A hand out illustrating the trends in housing in Connecticut and within the WestCOG area was distributed. Comments from Council members included interest in different approaches to address the housing needs of younger residents entering the workforce and older residents looking to downsize their housing, while remaining in their communities.

According to PSC, housing prices in Connecticut remain relatively depressed due to too much inventory of housing types that no longer meet housing demands. Council members expressed their thanks to the speakers for their contributions. PSC will provide an electronic version of their presentation to Director Pickering for distribution to Council members.

PUBLIC PARTICIPATION

Ms. Tracy Austin, a representative from Eversource public outreach, announced several upcoming workshops: The first is scheduled for September 3rd in Wilton on clean, efficient energy; and the second is a series of 7 workshops on storm preparation, response and recovery for "first responders," the first of which is scheduled for September 8th in Norwalk. Eversource will provide additional information on the timing and location of these upcoming workshops.

ACTION ITEMS

Minutes from 7/16/2015 COG Meeting

After review and one change to reflect First Selectman Tesei's absence at the 7/16/15 meeting, and on a motion made by Jayme Stevenson and seconded by Peter Tesei, the minutes of the meeting of 7/16/2015 were unanimously approved, with abstentions by representatives from Norwalk, Redding, and Westport, who were not in attendance at that meeting.

CT DEMHS Region 5 REPT MOU for FFY-2015 Homeland Security Grant

WestCOG Director Francis Pickering provided background information on this topic. After discussion and on a motion made by Robert Mallozzi and seconded by Patricia Llodra, the resolution enabling WestCOG participation in the Memorandum of Understanding for the FFY-2015 Homeland Security Grant Program for the CT DEMHS Regional Emergency Planning Team was unanimously approved.

INFORMATION ITEMS

Treasurer's Report for Period Ending June 30, 2015:

WestCOG Treasurer Gayle Weinstein called attention to the financial report included in the agenda materials, with thanks expressed to WestCOG's Senior Financial Manager Patty Payne for the preparation of the report. According to the unaudited results, the first six months of the new COG ended with an estimated surplus of \$47,400. Following a discussion, on a motion made by Jayme Stevenson and seconded by Robert Mallozzi, the 6/30/2015 Treasurer's Report was unanimously approved.

CEDS Grant, Preparation and Submission:

Mr. Pickering highlighted the excellent work of WestCOG Associate Planner Elizabeth Esposito. Ms. Esposito prepared and submitted an application to the U.S. Economic Development Administration (EDA) for funding to support the preparation of a Comprehensive Economic Development Strategy (CEDS) plan on behalf of the eight southern towns in the COG region.

This plan will replace a now outdated CEDS ("One Coast") prepared by SWRPA and GBRPA. When completed, the new CEDS will be combined with the recently completed CEDS for the northern 10 COG municipalities and enable WestCOG to become one of Connecticut's Economic Development Districts, thereby expanding eligibility for funding supporting economic development activities within the COG region.

The grant application requests \$80,000 of funding from EDA, with a \$20,000 WestCOG match. Should WestCOG be awarded the grant, Mr. Pickering will bring the matter back to the Council for consideration.

Community Rating System Grant Application

Mr. Pickering and WestCOG Associate Planner Michael Towle updated members on the National Flood Insurance Program's (NFIP) Community Rating System (CRS), which is a voluntary national incentive program encouraging municipal floodplain management activities that exceed minimum NFIP requirements.

WestCOG has applied for a \$60,000 grant that will aid municipal efforts to improve their standing within the CRS, thereby helping to lower flood insurance costs for the owners of property located in vulnerable areas. If awarded the grant, the Council will be briefed on the scope of work and any fiscal impact to the organization. Council members expressed their support for this effort, which will result in the provision of additional COG staff assistance to municipalities participating in the CRS program.

CT DOT Transportation Capital Plan

Mr. Pickering noted that late in June, CT DOT requested MPO staff review of the State's Draft Transportation Capital Plan for the period 2016-2020. This was accomplished by the MPO staffs, with the results forwarded to CT DOT. CT DOT's final draft of this plan will be available during the fall of 2015, for presentation to the COG.

WestCOG Participation in the Development of Regional Services

It was noted by Mr. Pickering that beginning in FY-2017 and going forward, OPM funding to WestCOG can only be used to support the development of additional regional services. Traditional COG activities, such as regional planning, environmental management, emergency preparedness, and economic development will no longer be supported by future OPM funding, unless those activities result in new or expanded regional services, as to be defined by the State. Mr. Pickering will provide members with information on projected OPM funding of COG activities and the restrictions placed on the use of those funds.

To facilitate the needed planning for this shift in the focus for future COG activities WestCOG Associate Planner Elizabeth Esposito has been tasked with surveying member municipalities to inquire about individual areas of interest with respect to cooperative regional services. It was pointed out that the previously mentioned task force on opiate addition and overdose issues might fall into this category, as well as the current Tick Born Illness Prevention Task Force.

Update on WestCOG Office Relocation Process

Chairman Knickerbocker introduced this topic by stating that the Executive Committee was looking to members for direction on the quest to find an office that would accommodate WestCOG operations.

There was considerable discussion on this topic. Consensus was reached that a new office location for WestCOG is in the organization's best interest. Members agreed that the new office did not need to contain a large meeting room to accommodate Council meetings. Council meetings could be accommodated in a location or locations independent of the COG office. Cost of office space remains

a key consideration, which needs to be balanced by goals to retain COG staff and enhance the delivery of services to member municipalities.

Mr. Pickering described the current search for suitable office space. To date, the most cost-effective locations visited have been in the Danbury, Bethel, and Newtown areas. The lease for the COG's Stamford office space expires on September 30, 2015 and the Brookfield COG office is on a month-to-month lease. Chairman Knickerbocker explained that the search for a COG office will continue and members should expect to hear more on this topic in a few weeks.

Partnership with UCONN Stamford

Mr. Pickering announced that WestCOG was approached by UConn Stamford to participate in two student projects of potential interest to the region: 1) The utilization and economic analysis of parking at commuter rail stations; and 2) A University Transportation Plan, which could benefit the COG's current Stamford Bus and Shuttle study. These studies would require minimal COG staff involvement, with the potential for significant benefits to the stakeholders. Members requested the opportunity to review and comment on the respective scopes of work for these projects to help maximize local benefits.

Update on WestCOG's Legislative Agenda

Council members were asked to indicate their willingness to participate in a Legislative Subcommittee to address this year's legislative priorities for WestCOG by contacting Chairman Knickerbocker. Mr. Pickering and members suggested it would be to the Region's benefit to be proactive in suggesting new legislative initiatives as well as the top legislative priorities to the COG's legislative delegation, prior to the start of the 2016 session.

Update on the Reauthorization of the Federal Transportation Program

Mr. Pickering provided information on the status of the reauthorization of the Federal Transportation Funding Program, and its importance as the primary source of revenue for regional transportation planning and construction activities within the Western CT Region.

STAFF PRESENTATIONS

Regional GIS Services Update and Demonstration

An update on the status of WestCOG's evolving Regional GIS Service Program was then provided by WestCOG's Senior GIS Manager Carl Zimmerman. The discussion included a demonstration of the GIS resources that will be available to municipalities throughout the entire WestCOG region.

Opportunities for Hazard Resiliency Activities

In the interest of time, the scheduled staff presentation on this topic was postponed until the September COG meeting.

NEXT MEETING

Chairman Knickerbocker reminded members that the next WestCOG meeting will be hosted by Redding on Thursday, September 17, 2015, with the featured guest to be CT State Comptroller Kevin Lembo.

ADJOURNMENT

There being no further business, on a motion made by Harry Rilling and seconded by Julia Pemberton the meeting was adjourned at 2:22 PM.

Western Connecticut COUNCIL OF GOVERNMENTS



September 1, 2015

TO: Gayle Weinstein, Treasurer
 FROM: Patty Payne, Senior Financial Manager
 RE: July 2015 Financial Reports

Attached is the first month fiscal year for WestCOG, July 31, 2015. The approved annual budget for FY2015-2016 has been added to the far right column. These reports will be provided in the COG packet for September 17th; however, no formal Quarterly Treasurer's Report is scheduled.

Operating Statement Comments:

- Revenue Section
 - The negative entry for \$3,765 under the RPI GIS Grant was an adjustment made to correct the deficit balance for the deferred revenue account as we crossed over fiscal years. We were waiting for a cash infusion from OPM and had paid a part of a consultant billing in June 2015, thereby decreasing our deferred revenue account and causing a deficit. We have since received a new payment from OPM and are back in the black.
 - All the annual dues from our municipalities have been received with the exception of three: Sherman, Stamford, and New Canaan. We will follow up on this.
- Expense Section
 - The salary line item budget is marginally overspent during July; this is due to paying Candy Acquanita out for her accrued vacation benefit upon her retirement from WestCOG in July.
 - The following expenses are either an accrual basis or a recognition of pre-paid expenses spread out over our 12 month fiscal period in order to give a more balanced monthly financial report: pension expense (paid only once per year); certain fringe benefits; audit expense (paid at the end of the fiscal year), some annual service agreements; membership dues/subscriptions (paid annually), liability insurance (paid annually).
 - We are currently showing a \$9,460 surplus at the conclusion of our first moth.
- Audit (January 1, 2015 to June 30, 2015)
 - Our auditors (*Henry, Raymond & Thompson*) are ready to begin this audit. I have received a draft audit for the SWRPA period July 1 – December 31, 2014. The fund balance from SWRPA that is transferred to WestCOG is **\$478,499 (net position)**. We are still awaiting results of the stub audit for HVCEO for this same period. When we do we can finalize our beginning fund balance for the WestCOG organization,

resulting in an accurate balance sheet. I hope to provide this figure to you before the September meeting.

Balance Sheet Comments:

- We are in balance; however, as just mentioned, we will establish the correct amounts for “Fund Balance Designated” and “Fund Balance Undesignated.” The undesignated amount will become the amount that WestCOG can use to dedicate match money to a new project or by Council vote use as deemed necessary.
- Don’t be concerned about the “SUTA” Payable. This is State Unemployment Tax that will be paid in the next quarter when due.
- The accrued pension amount is calculated on a calendar year basis. This is a brand new pension product for us, so after we know the requested contribution amount in December, this number may be adjusted. The contribution is based upon salary amounts, vesting period, length of service, etc. We will know more about the pension expense after we cycle through one complete Plan year.
- The “Due to/from HVCEO and SWRPA” are amounts that will be adjusted back onto the HVCEO books and the SWRPA books after the audit – to be completed.

Cash Flow Statement Comments:

- One figure to note on the Cash Flow Statement is the \$95,591.67 “Due to SWRPA.” This is the amount of the former overfunded defined benefit pension plan that SWRPA closed out as of 12/31/14. After the close out and all fees paid, this is the amount returned to the ‘organization.’ This amount will be recorded in the SWRPA stub audit; but then transferred to WestCOG within the transfer of assets. It is a plus for the organization!
- Once again, the audits will straighten out the ‘fund balance designated,’ and ‘undesignated.’

I will be so happy when all our numbers are in order! As always, please give me a call to discuss as needed!

Regards,

Patty Payne
Sr. Financial Manager

cc: Francis Pickering, Executive Director
Josephine Harvey, Financial Manager

**Western CT Council of Governments
Operating Statement
For the One Month Ending July 31, 2015**

	Current Month Actual	Year to Date Actual	Year to Date Budget	Variance Variance	Annual Budget
Revenues					
SWRMPO FHWA/PL Trans	46,713	46,713	71,233	(24,520)	854,800
HVMPO FHWA/PL Transp	38,843	38,843	35,357	3,486	424,289
Local Municipal Dues (SW)	10,166	10,166	10,166	0	121,997
Local Municipal Dues (HV)	12,298	12,298	12,299	(1)	147,589
Haz Mit Plan Update (SW)	0	0	1,225	(1,225)	14,694
Haz Mit Plan Update (HV)	0	0	1,875	(1,875)	22,500
LOTCIP (SW)	0	0	12,430	(12,430)	149,160
LOTCIP (HV)	5,154	5,154	8,538	(3,384)	102,461
DEMHS CERT Grant	567	567	250	317	3,000
RPI GIS Grant	(3,765)	(3,765)	27,083	(30,848)	325,000
Stamford Bus & Shuttle Stud	0	0	14,063	(14,063)	168,750
Wsp't Rail Parking Study	0	0	28,125	(28,125)	337,500
OPM SGIA Funding	19,765	19,765	10,417	9,348	125,000
Ridgefield TOD Contract	3,442	3,442	12,585	(9,143)	151,020
Ridgefield TOD Municipal	0	0	0	0	0
Rte 7 Impl-Phase 3	0	0	6,250	(6,250)	75,000
Interest Income	79	79	150	(71)	1,800
HRRA Rental Income	525	525	525	0	6,300
HV DEMHS Reg 5 PL	0	0	1,452	(1,452)	17,422
HV Public Health Planning	0	0	1,208	(1,208)	14,500
Total Revenues	133,787	133,787	255,231	(121,444)	3,062,782
Direct Contract Expense					
Project Consultants (SW)	0	0	99,995	(99,995)	1,199,940
Project Consultants (HV)	8,441	8,441	26,756	(18,315)	321,071
Health Dept-Consultant	0	0	1,000	(1,000)	12,000
Health Dept-Shelter Study	0	0	833	(833)	10,000
Reproduction Expense	0	0	208	(208)	2,500
Direct Ads/Legal Notic Expe	0	0	167	(167)	2,000
Maintenance Agmnt Expense	0	0	3,500	(3,500)	42,000
Direct Travel/Mtg. Expense	1,839	1,839	793	1,046	9,520
Personnel Expense					
Salaries-Regular	73,653	73,653	73,253	400	879,040
Pension 401(b) ER Contrib	5,775	5,775	5,775	0	69,300
Employer Payroll Taxes	6,279	6,279	5,931	348	71,167
Fringe Benefits	9,838	9,838	13,345	(3,507)	160,140
General Overhead Expense					
Payroll/Acct Services	202	202	208	(6)	2,500
Audit/Legal Expense	1,250	1,250	1,667	(417)	20,000
Other Contracted Services	0	0	250	(250)	3,000
Rent	4,979	4,979	5,038	(59)	60,453
Utilities	1,057	1,057	1,281	(224)	15,370
Service Agreements	3,827	3,827	2,095	1,732	25,140
Reproduction	206	206	42	164	500
Office Supplies	659	659	1,167	(508)	14,000
Travel/Conf/Mtg Expense	0	0	1,650	(1,650)	19,800
Membership dues/Subscripti	1,106	1,106	1,106	0	13,275
Postage	18	18	333	(315)	4,000
Liability Insurance/Bonding	1,608	1,608	1,029	579	12,345
Copier/Equipment Lease	1,403	1,403	1,620	(217)	19,434
Telephone/Internet	1,721	1,721	1,794	(73)	21,525
Ads/Legal Notices	0	0	83	(83)	1,000
Misc.	133	133	625	(492)	7,500
Merger Costs	0	0	0	0	0

Western CT Council of Governments
Operating Statement
For the One Month Ending July 31, 2015

	Current Month Actual	Year to Date Actual	Year to Date Budget	Variance Variance	Annual Budget
Depreciation	333	333	333	0	4,000
Total Expenses	124,327	124,327	251,877	(127,550)	3,022,520
"SURPLUS/<DEFICIT>"	\$ 9,460	\$ 9,460	\$ 3,354	\$ 6,106	\$ 40,262

Western CT Council of Governments
Balance Sheet
July 31, 2015
ASSETS

Current Assets

Bank of America Checking	\$ 531,530.98
Bank of America Money Market	800,115.29
Union Savings Checking	370,462.80
Petty Cash	401.85
Accounts Receivable	344,038.64
Prepaid Liability Ins Premiums	13,752.20
Prepaid Service Agreements	14,172.90
Prepaid Transit Benefit	2,688.28
Prepaid Dues/Subscriptions	9,423.41
Prepaid Security Deposits	46.75
Prepaid Medical Benefit	8,250.00
	<hr/>
Total Current Assets	2,094,883.10

Property and Equipment

Fixed Assets	1,501.47
Allowance for Depreciation	(333.33)
	<hr/>
Total Property and Equipment	1,168.14

Other Assets

Total Other Assets	0.00
	<hr/>
Total Assets	\$ 2,096,051.24

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable	\$ 41,623.62
Due to/from HVCEO	(2,408.44)
Due to/from SWRPA	88,712.27
Deferred Rev-RPI GIS Grant	43,407.70
Deferred Rev-Wspt Rail Prk	4,134.40
Deferred Rev-Local Dues SW	111,830.58
Deferred Rev-Local Dues HV	135,289.91
Deferred Rev-LOTCIP SW	149,160.00
Deferred Rev-LOTCIP HV	60,037.60
Deferred Rev-OPM SGIA	438,544.42
Deferred Rev-Tick Illness Ed	2,312.50
Deferred Rev-Health Depts	4,337.51
Accrued Audit Exp.	1,250.00
Accrued Vacation	14,731.79
Accrued Pension	34,481.00
SUTA Payable	(216.73)
	<hr/>
Total Current Liabilities	1,127,228.13

Long-Term Liabilities

Total Long-Term Liabilities	0.00
	<hr/>
Total Liabilities	1,127,228.13

Capital

Fund Balance Designated	1,016,006.40
Fund Balance Undesignated	42,924.02

Unaudited - For Management Purposes Only

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Western CT Council of Governments
Balance Sheet
July 31, 2015

Beginning Balance Equity	(144,121.80)
Retained Earnings	44,674.58
Net Income	9,339.91
Total Capital	968,823.11
Total Liabilities & Capital	\$ 2,096,051.24

Western CT Council of Governments
Statement of Cash Flow
For the one Month Ended July 31, 2015

	Current Month	Year to Date
Cash Flows from Operating Activities		
Net Income	\$ 9,339.91	\$ 9,339.91
Adjustments to Reconcile Surplus/Deficit to Net Cash:		
<Increase> Decrease in Assets		
Allowance for Doubtful Account	0.00	0.00
Accounts Receivable	220,536.29	220,536.29
Prepaid Liability Ins Premiums	1,774.00	1,774.00
Prepaid Service Agreements	2,095.00	2,095.00
Prepaid Transit Benefit	652.75	652.75
Prepaid Dues/Subscriptions	1,106.25	1,106.25
Prepaid Security Deposits	0.00	0.00
Prepaid Medical Benefit	750.00	750.00
Increase <Decrease> in Liabilities		
Accounts Payable	(64,064.66)	(64,064.66)
Due to/from HVCEO	0.00	0.00
Due to/from SWRPA	95,591.67	95,591.67
Lease Payable	0.00	0.00
Deferred Rev-RPI GIS Grant	47,172.90	47,172.90
Deferred Rev-Wspt Rail Prk	0.00	0.00
Deferred Rev-Local Dues SW	111,830.58	111,830.58
Deferred Rev-Local Dues HV	135,289.91	135,289.91
Deferred Rev-LOTCIP SW	0.00	0.00
Deferred Rev-LOTCIP HV	(5,154.44)	(5,154.44)
Deferred Rev-OPM SGIA	(19,764.96)	(19,764.96)
Deferred Rev-Tick Illness Ed	0.00	0.00
Deferred Rev-Health Depts	0.00	0.00
Accrued Audit Exp.	1,250.00	1,250.00
Accrued Vacation	0.00	0.00
Accrued Pension	5,775.00	5,775.00
Total Adjustments	<hr/> 534,840.29	<hr/> 534,840.29
Net Cash Provided or <Used>	<hr/> 544,180.20	<hr/> 544,180.20
Cash Flows from investing activities		
Used For		
Fixed Assets	<hr/> (516.76)	<hr/> (516.76)
Net cash used in investing	<hr/> (516.76)	<hr/> (516.76)
Cash Flows from financing activities		
Proceeds From		
Investment in Fixed Assets	0.00	0.00
Fund Balance Designated	0.00	0.00
Fund Balance Undesignated	0.00	0.00
Beginning Balance Equity	0.00	0.00
Unnamed account	0.00	0.00
Unnamed Account	0.00	0.00
Used For		
Investment in Fixed Assets	0.00	0.00
Fund Balance Designated	0.00	0.00
Fund Balance Undesignated	0.00	0.00
Beginning Balance Equity	0.00	0.00

Unaudited - For Internal Use Only.

Western CT Council of Governments
Statement of Cash Flow
For the one Month Ended July 31, 2015

	Current Month	Year to Date
Unnamed account	0.00	0.00
Unnamed Account	0.00	0.00
Net cash used in financing	0.00	0.00
Net increase <decrease> in cash	<u>\$ 543,663.44</u>	<u>\$ 543,663.44</u>

Summary

Cash Balance at End of Period	\$ 1,702,510.92	\$ 1,702,510.92
Cash Balance at Beg of Period	(1,555,182.16)	(1,555,182.16)
Net Increase <Decrease> in Cash	<u>\$ 147,328.76</u>	<u>\$ 147,328.76</u>



**RESOLUTION OF THE
WESTERN CONNECTICUT COUNCIL OF GOVERNMENTS
AUTHORIZING THE EXECUTION OF AGREEMENTS TO PERFORM
THE STAMFORD BICYCLE AND PEDESTRIAN PLAN**

The Stamford Bicycle and Pedestrian Plan will analyze and recommend ways to improve the safety, accessibility, and mobility of bicyclists and pedestrians in Stamford. In 2014, the City of Stamford applied to and was awarded funding by Connecticut Department of Transportation to perform this study. The total cost of the study is \$250,000 (\$200,000 federal, \$25,000 state, and \$25,000 local). Federal funding comes from the Surface Transportation Program – Bridgeport Stamford. The study will be managed by WestCOG staff in cooperation with City of Stamford and Connecticut Department of Transportation. No negative fiscal impact upon WestCOG is expected.

This resolution will authorize the WestCOG Chairman, Vice Chairman, or Executive Director to act on behalf of WestCOG in negotiating and executing all appropriate and necessary contractual agreements with Connecticut Department of Transportation and any consultant to perform the Stamford Bicycle and Pedestrian Plan.

Text of the Resolution:

I, Susan Chapman, Secretary of the Western Connecticut Council of Governments (hereinafter "WestCOG") certify that the following is a true copy of the vote of WestCOG at its meeting on September 17, 2015 in Redding, Connecticut, a quorum being present:

RESOLVED, that Chairman Matthew Knickerbocker, Vice Chairman Jayme Stevenson, or Executive Director Francis Pickering with approval and consent of the Chairman or Vice Chairman, are hereby authorized to negotiate and execute all appropriate and necessary agreements to perform the Stamford Bicycle and Pedestrian Plan for amounts not to exceed the amounts of federal, state, and municipal funds available to perform such tasks.

This resolution is in full force and effect as of September 17, 2015.

Dated at Redding, Connecticut on this Seventeenth Day of September, 2015.



**RESOLUTION OF THE
WESTERN CONNECTICUT COUNCIL OF GOVERNMENTS
AUTHORIZING THE EXECUTION OF AGREEMENTS TO PERFORM
THE DARIEN NOROTON HEIGHTS STUDY**

The Darien Noroton Heights Study will develop a plan and program for improved access, operations and safety of all modes to and from the Noroton Heights train station. In 2014, the Town of Darien applied to and was awarded funding by Connecticut Department of Transportation to perform this study. The total cost of the study is \$250,000 (\$200,000 federal, \$25,000 state, and \$25,000 local). Federal funding comes from the Surface Transportation Program – Bridgeport Stamford. The study will be managed by WestCOG staff in cooperation with Town of Darien and Connecticut Department of Transportation. No negative fiscal impact upon WestCOG is expected.

This resolution will authorize the WestCOG Chairman, Vice Chairman, or Executive Director to act on behalf of WestCOG in negotiating and executing all appropriate and necessary contractual agreements with Connecticut Department of Transportation and any consultant to perform the Darien Noroton Heights Study

Text of the Resolution:

I, Susan Chapman, Secretary of the Western Connecticut Council of Governments (hereinafter "WestCOG") certify that the following is a true copy of the vote of WestCOG at its meeting on September 17, 2015 in Redding, Connecticut, a quorum being present:

RESOLVED, that Chairman Matthew Knickerbocker, Vice Chairman Jayme Stevenson, or Executive Director Francis Pickering with approval and consent of the Chairman or Vice Chairman, are hereby authorized to negotiate and execute all appropriate and necessary agreements to perform the Darien Noroton Heights Study for amounts not to exceed the amounts of federal, state, and municipal funds available to perform such tasks.

This resolution is in full force and effect as of September 17, 2015.

Dated at Redding, Connecticut on this Seventeenth Day of September, 2015.



September 9, 2015

Dear CEOs,

In response to Mayor Boughton's July 22nd letter and the subsequent board meeting, the staff have been working to put together Drug Task Force to combat the raise of opiate and heroin abuse and deaths in the region. After a meeting with Selectman Marconi and Michael Muszynski of the Connecticut Conference of Municipalities to discuss resources and first steps, staff also met with the Directors of the three Regional Action Councils (RAC) which work within the larger WestCOG region. From the RAC Directors, they received recommendations about who to bring on board and how this new entity would fit into the landscape of organizations already working in the state. The staff has also reached out to other stakeholders that may be interested in becoming involved with this work.

Included is an outline of how the Opioid Abuse Prevention Drug Task Force could function, its goals, and who would be attending the meetings. We would like to hear your thoughts regarding this structure, and how we could improve it. Your input is always appreciated.

Sincerely,

Elizabeth Esposito

Associate Planner

ORGANIZATION OF WESTCOG OPIOID ABUSE PREVENTION TASK FORCE

DRAFT OF 9/3/2015

CHARGE

- Raise awareness within the municipalities of the opioid abuse epidemic.
- Leverage municipal resources to address the crisis; identify duplication and needs.
- Encourage a single state opioid crisis agenda as did Massachusetts 6/2015.
- Report on progress at WestCOG meetings; make recommendations for action.
- Expand legislative agenda; monitor related legislation.

MEMBERSHIP

- Maximum workable Task Force membership size 14.
 - 3 Municipal Chief Elected Officials
 - 3 Regional Action Council Directors
 - 3 Hospital Directors
 - 2 Health Directors
 - 2 Police Chiefs
 - 1 WestCOG Staff Member

STAFF RESPONSIBILITY

- Administer Task Force meetings.
- Prepare summary of current services and task forces.
- Other research or data management requested by Task Force.
- Create email info exchange network open to all interested.

Western Connecticut COUNCIL OF GOVERNMENTS



Date: September 14, 2015

To: WestCOG Representatives

From: Elizabeth Esposito, Associate Planner

On August 6th, I sent out a survey to you all and the town department heads to gauge interest in developing different kinds of regional services. Although I did not receive responses from every town, I did receive enough to identify areas of interest. The top 15 services identified by the survey are the following:

1. GIS Services **
2. Driving Simulator for EMS, public works, and/or school drivers
3. Public Online GIS Portal
4. Health Insurance
5. Online Property Records
6. Consultant Qualification
7. Grant Writing *
8. Paratransit/ Dial-a-ride
9. Hazardous Waste Management *
10. Sustainability Planning
11. Firefighter Training Facility
12. Household Hazardous Waste Collection*
13. Solid Waste Management
14. Street Sweeping Waste Management
15. Purchasing/Procurement

*Indicated by the respondent as a top priority

Respondents also suggested a regional approach to; Mental Health Services, Emergency Response, and 911 Call Centers*.

While some of these services such as the Online GIS Portal are in the works, others like Health Insurance are not currently being provided by WestCOG but may be of value to pursue on a regional basis. Together with any comments you provide, the survey responses will serve as starting points for discussions over the coming months about developing products and services of interest to you in these areas.

If you have any comments or questions about this list, please feel free to contact me.