


**SOUTH WESTERN REGIONAL PLANNING AGENCY**  
DARIEN GREENWICH NEW CANAAN NORWALK STAMFORD WESTON WESTPORT WILTON  
137 ROWAYTON AVENUE, ROWAYTON, CONNECTICUT 06863 866-6543

July 7, 1981

TO: Members of the South Western Region Metropolitan Planning  
Organization (SWRMPO, formerly SWRTEB)

FROM:  Richard C. Carpenter, Executive Director

SUBJECT: Designation of the Chief Elected Officials and Transit  
District Directors of the SWR as the MPO

Enclosed for your information is:

- (1) Executed copies of the S.W.R. Memorandum of Understanding
- (2) Operating Procedures for the SWRMPO - Adopted 6/23/81.
- (3) Correspondence from Governor William O'Neill.



STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION

June 29, 1981

TO: Mr. Duncan M. Graham, Central Naugatuck Valley Regional Planning Commission  
Mr. James Grehan, Housatonic Valley Council of Elected Officials  
Mr. Norris Andrews, Regional Planning Agency of South Central Connecticut  
✓ Mr. Richard C. Carpenter, South Western Regional Planning Agency

*Charles E. Canane, Jr.*  
FROM: Charles E. Canane, Jr., Director, Office of Transportation Systems,  
Bureau of Planning and Research

Attached for local distribution are fully executed copies of your region's Memorandum of Understanding. Thank you for your help in preparing and executing the MOU.

Attachments

Phone \_\_\_\_\_

24 WOLCOTT HILL ROAD, P.O. DRAWER A WETHERSFIELD, CONNECTICUT 06109

*An Equal Opportunity Employer*

Endorsed 6/23/81

MEMORANDUM OF UNDERSTANDING FOR THE ESTABLISHMENT OF A  
METROPOLITAN PLANNING ORGANIZATION (MPO)

Whereas, the Chief-Elected Officials of the South Western Region, the Transit Districts within the Region, and the South Western Regional Planning Agency have been requested by the Department of Transportation of the State of Connecticut to form a Metropolitan Planning Organization (MPO), to provide a mechanism by which the Region's Chief-Elected Officials and Transit Districts can act jointly on the transportation planning policy and on the choice of transportation projects to receive federal aid.

Now therefore, it is understood that the signatories to this Memorandum of Understanding agree to the creation of a MPO and to the following process.

A. Metropolitan Planning Organization (MPO)

1. The MPO shall be comprised of the Chief-Elected Officials of the South Western Region and one Director from each Transit District of the South Western Region.
2. The Chairman of the South Western Regional Planning Agency will sit on the MPO as a non-voting member, representing the South Western Regional Planning Agency and serving in an advisory capacity.
3. The MPO in cooperation with ConnDOT and South Western Regional Planning Agency shall be responsible for:

a. Urban Transportation Planning

Providing policy direction on all aspects of the transportation planning process, as provided by the Federal-Aid Highway Act of 1962, as amended; the Urban Mass Transportation Act of 1964, as amended; the Airport and Airway Development Act of 1970, as amended; the Housing and Urban Development Act of 1954, as amended; the National Environmental Policy Act of 1969, as amended and the Intergovernmental Cooperation Act of 1968, as amended, and regulations issued pursuant thereto.

b. Planning Work Program

Adopting an annual unified planning work program which details all transportation and transportation-related planning activities anticipated within the year.

c. Transportation Plan

Annually validating or adopting a comprehensive, integrated and multimodal transportation plan that is consistent with current transportation and land use conditions of the region.

d. Transportation Improvement Program

Directing in accordance with federal regulations, the cooperative development and annual update of a comprehensive, integrated and multimodal transportation improvement program and endorsing the

annual update and any amendments thereto.

4. The MPO shall operate under the following decisionmaking procedures:
  - a. Any official actions taken by the MPO will be by vote.
  - b. Each Chief Elected Official will have one vote.
  - c. The Transit Districts will have a total of one vote, representing however many transit districts that are presently in existence.
  - d. Any action by the MPO shall be by a majority of the membership constituting a quorum, which shall consist of two-thirds of the total voting membership.
  - e. The MPO may not endorse a local non-transit plan or program affecting a town within the Region unless the Chief-Elected Official of the municipal government to be responsible for its implementation votes in the affirmative. In the case of transit plans or programs in that town, the Transit District must vote in the affirmative on that plan or project.
  - f. As a matter of right, any voting member of the MPO may request and obtain a separate vote on any particular plan, project, or program referred to the MPO for consideration and action.

B. Transportation Planning Agency (TPA)

1. South Western Regional Planning Agency shall be the TPA for the South Western Planning Region.
2. As TPA, South Western Regional Planning Agency in cooperation with the MPO and ConnDOT, shall be responsible for:
  - a. Directing the transportation planning activities contained in the adopted annual unified planning work program.
  - b. Contracting with federal, state, and local agencies to receive and disperse planning funds to carry out the adopted annual unified planning work program.
  - c. Shall provide staff to serve as Secretary to the MPO.

C. Transportation Technical Advisory Group (TTAG)

1. The TTAG shall consist of technical representatives from:
  - a. The Transportation Planner of the South Western Regional Planning Agency, who will act as Chairman of the TTAG, and will be responsible for the timely flow of material to and from the MPO.
  - b. The Connecticut Department of Transportation
  - c. The Transit Districts within the South Western Region.

- d. The technical representatives (planning, traffic engineering, etc.) of the cities and towns of the South Western Planning Region.
  - e. The Federal Highway Administration, Urban Mass Transportation Administration, and other interested federal agencies.
2. The TTAG will operate under the following procedures:
- a. Projects or Programs proposed for initiation by the Connecticut Department of Transportation, individual towns, or transit districts will be forwarded to the South Western Regional Planning Agency (SWRPA) for discussion at the next TTAG meeting.
  - b. The TTAG will meet with and at the call of the staff of the South Western Regional Planning Agency, on an as-needed basis, to discuss specific projects and proposals, and to formulate a cooperative draft resolution for consideration by the MPO.
  - c. The Transportation Planner of SWRPA will ask the MPO to convene to take action on proposed resolutions.
  - d. SWRPA staff will record the minutes of the MPO meeting and forward decisions to the Connecticut Department of Transportation and the Urban Mass Transportation Administration.

#### D. Other Provisions

##### Non-limitation of Statutory Authority

Nothing contained in this MEMORANDUM OF UNDERSTANDING is intended to or shall limit the authority or responsibilities assigned to individual signatory agencies under State or Federal law.

##### Amendment

This MEMORANDUM OF UNDERSTANDING may be amended upon execution of a revised Memorandum of Understanding. Agreement to this Memorandum of Understanding by the signatures affixed hereto shall supercede agreement by the signatories to any such prior Memorandum of Understanding.

Except for those provisions relating to membership, participation, and voting, this revised Memorandum of Understanding may be amended at any meeting by a majority vote of the MPO present and voting. Any amendment may be presented for disposition by such vote of the MPO at any such meeting thereof, provided that not less than ten (10) days' written notice of the proposal to effect such amendment has been given to each member of the MPO.

##### Effective Date

The effective date of this MEMORANDUM OF UNDERSTANDING shall be the date that it has been signed by the Agency Chairman and by at least the Chief-Elected Officials of five out of the eight municipalities and two transit districts.

WILLIAM A. O'NEILL  
GOVERNOR

1861 & 707



STATE OF CONNECTICUT  
EXECUTIVE CHAMBERS  
HARTFORD

June 26, 1981

Mr. James J. Barakos  
Division Administrator  
Federal Highway Administration  
One Hartford Square West  
South Building  
Hartford, Connecticut 06106

Dear Mr. Barakos:

Effective June 30, 1981, I revoke Connecticut's designation of the Tri-State Regional Planning Commission as Metropolitan Planning Organization (MPO) for southwestern Connecticut. In conjunction with the chief elected officials in southwestern Connecticut, I designate the following new MPO's:

1. The Council of Governments of the Central Naugatuck Valley for the Central Naugatuck Valley Planning Region.
2. The Housatonic Valley Council of Elected Officials for the Housatonic Valley Planning Region.
3. The Regional Council of Elected Officials of South Central Connecticut for the South Central Connecticut Planning Region.
4. The chief elected officials of the South Western Region and the Directors of the South Western Region Transit Districts for the South Western Planning Region.
5. The chief elected officials of the Greater Bridgeport Planning Region, the Chairman of the Greater Bridgeport Regional Planning Agency and the Chairman of the Greater Bridgeport Transit District for the Greater Bridgeport Planning Region.
6. The Chairman of the Valley Regional Planning Agency, the Chairman of the Valley Transit District, the Mayor of Ansonia, the Mayor of Derby, the First Selectman of Seymour and the Mayor of Shelton for the Valley Planning Region.

June 26, 1981  
Mr. James J. Barakos  
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As will be noted in the appropriate memorandum of understanding, the MPO designations for the Greater Bridgeport Planning Region (5) and the Valley Planning Region (6) are only valid until December 31, 1981. Effective on January 1, 1982, a consolidated MPO, consisting of the chief elected officials of the ten communities within the Greater Bridgeport and Valley Planning Regions, is designated.

The chief elected officials in southwestern Connecticut are in full agreement with these MPO designations. As proof of this agreement, memorandums of understanding are currently being executed. Commissioner Arthur B. Powers of the State's Department of Transportation will provide you with copies of the executed memorandums of understanding.

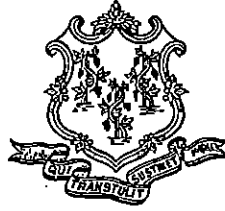
The composition of the designated MPO's is the same as the previously existing Transportation Endorsement Boards. Therefore, I request that the Transportation Endorsement Boards' previous endorsements of their respective fiscal year 1982 Unified Planning Work Programs be treated as MPO endorsements.

Sincerely,



WILLIAM A. O'NEILL  
Governor

WILLIAM A. O'NEILL  
GOVERNOR



STATE OF CONNECTICUT  
EXECUTIVE CHAMBERS  
HARTFORD

June 26, 1981

Mr. Hiram J. Walker  
Director, Region II  
Urban Mass Transportation  
Administration  
26 Federal Plaza  
New York, New York 10007

Dear Mr. Walker:

Effective June 30, 1981, I revoke Connecticut's designation of the Tri-State Regional Planning Commission as Metropolitan Planning Organization (MPO) for southwestern Connecticut. In conjunction with the chief elected officials in southwestern Connecticut, I designate the following new MPO's:

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4. The chief elected officials of the South Western Region and the Directors of the South Western Region Transit Districts for the South Western Planning Region.
5. The chief elected officials of the Greater Bridgeport Planning Region, the Chairman of the Greater Bridgeport Regional Planning Agency and the Chairman of the Greater Bridgeport Transit District for the Greater Bridgeport Planning Region.
6. The Chairman of the Valley Regional Planning Agency, the Chairman of the Valley Transit District, the Mayor of Ansonia, the Mayor of Derby, the First Selectman of Seymour and the Mayor of Shelton for the Valley Planning Region.



June 26, 1981  
Mr. Hiram J. Walker  
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Sincerely,

A handwritten signature in black ink, appearing to read "W. A. O'Neill", with a horizontal line extending to the right.

WILLIAM A. O'NEILL  
Governor