

Western Connecticut Council of Governments

April 20, 2017 – 12:30 p.m.

**Location: Ridgefield Visiting Nurse Assoc. (RVNA)
27 Governor Street, Ridgefield, CT 06877**

Agenda

1. Meeting call to order
2. Featured guest: Commissioner Rob Klee, CT Dept. of Energy and Environmental Protection
3. Public participation
4. Action items:
 - a) Approval of March 16, 2017 Minutes Attachment 4a, pp. 1-3
 - b) WestCOG Quarterly Financial Report January-March 2017 Attachment 4b, pp. 4-6
5. Information items:
 - a) WestCOG Annual Report on Regional Services Handout
 - b) LOTCIP update
 - c) Legislative update
 - d) Budget update
 - e) Snow Plow Routing Study and Development
 - f) CAMA Project
 - g) Local Road Accident Reduction Program Solicitation
 - h) Responsible Growth and TOD Grant Program Solicitation
6. Staff presentation:
Ladders of Opportunity – Mike Sullivan, GIS Analyst Handout
7. Next meeting: May 18, 2017
8. Adjournment

DRAFT Council Minutes

For the 3/16/2017 Regular Meeting

Held at the Ridgefield Visiting Nurse Association
27 Governor Street, Ridgefield, Connecticut 06877

Chairman Jayme Stevenson - Vice Chairman Susan Chapman
Secretary David Gronbach - Treasurer Patricia Llodra

MEMBERS ATTENDING

Bethel First Selectman Matthew Knickerbocker
Bridgewater..... First Selectman Curtis Read
Brookfield First Selectman Stephen Dunn
Danbury..... Absent
Darien..... First Selectman Jayme Stevenson
Greenwich..... Absent

New Canaan..... Absent
New Fairfield..... First Selectman Susan Chapman
New Milford..... Mayor David Gronbach
Newtown Public Works Director Frederick Hurley
Norwalk Chief of Staff Laoise King
Redding..... First Selectman Julia Pemberton

Ridgefield..... First Selectman Rudy Marconi
Sherman..... First Selectman Clay Cope
Stamford..... Mayor David Martin
Weston..... First Selectman Nina Daniel
Westport..... First Selectman James Marpe
Wilton..... Absent

OTHERS ATTENDING

Former Connecticut Congressman Robert Steele and former Weston First Selectman Woody Bliss representing the Coalition Against Casino Expansion in Connecticut, Patricia Cimarosa and Martin Fox of the Westport Transit District, and Westport Town Meeting Transit Committee Member John Suggs, Kayleigh Lombardi and Sean Gbio of the CT Partnership for Strong Communities, Richard Schreiner and Harrison Wenchell of HARTransit, Weston Town Attorney Patricia Sullivan, Eversource representative Garrett Sheehan, Newtown Town Engineer Ronald Bolmer, WestCOG staff members Francis Pickering, Kristin Hadjstylianos, Michael Sullivan, William Kenny, Nicole Sullivan, Kristin Floberg, Robert Sachnin and Jonathan Chew.

CALL TO ORDER

The meeting was called to order at 12:30 pm by Chairman Jayme Stevenson.

FEATURED GUEST

Partnership for Strong Communities: Chairman Stevenson introduced Kayleigh Lombardi of the CT Partnership for Strong Communities. Ms. Lombardi made a presentation regarding the affordable housing planning services available to municipalities from the Partnership, which is based in Hartford. Details on the services available are at pschousing.org, she said. A handout was distributed entitled “Housing in CT: Highlights and Key Facts.” Sean Gbio assisted with the presentation. A discussion followed.

PUBLIC PARTICIPATION

There was no public comment.

ACTION ITEMS

Approval of 2/23/2017 Minutes: After review and on a motion made Rudy Marconi and seconded by Matt Knickerbocker, the minutes of the meeting of 2/23/2017 were unanimously approved.

Local Transportation Capital Improvement Program (LOTICIP) Adjustments: Rob Sachnin then provided background on proposed LOTICIP capital program changes. He noted that as municipal improvement projects progress, revisions to scopes, schedules and costs inevitably occur, thus a periodic need to adjust the LOTICIP capital program.

He reviewed a table in the agenda packet entitled “Draft WestCOG HVR LOTICIP Program 3/16/2017 Proposed Revisions.” Two revisions were proposed thereon: a) Newtown Toddy Hill Road Bridge Replacement cost increase from \$2,596,000 to \$3,200,000, and 2) Bethel Downtown TOD and Streetscape \$1,500,000 total moved from FY2016 to FY2017.

There was a discussion as to the issues necessitating the changes. Then on a motion made by Julia Pemberton and seconded by Matt Knickerbocker, the requested LOTICIP program adjustments were unanimously approved.

INFORMATION ITEMS:

Legislative Update: The Chairman invited former CT Congressman Robert Steele to address the Council. Mr. Steele reviewed legislative proposals before the General Assembly that would authorize additional casinos in Connecticut.

He then summarized studies documenting that the supposed economic benefits of casino gambling are nil. Further, that the negative social impacts, especially the propensity for gambling addiction facilitated by proximity, are extreme. Mr. Steel was assisted in his presentation by former Weston First Selectman Woody Bliss.

The effort to stop the development of additional casinos is coordinated thru the Coalition Against Casino Expansion in Connecticut, they said. WestCOG was invited to join. The presentation was followed by discussion. It was agreed that a survey of member’s views on this topic will be undertaken.

Francis Pickering gave an update on the effort by the CT Department of Health to regionalize all municipal health departments. The first proposal for utilizing county

boundaries has been replaced by use of council of government boundaries, but the new entity is not to be housed in in the COG office.

He provided other details, noting that no cost savings or advantages of regional consolidation had been identified by the proponents. Other proposed legislation would prohibit such forced consolidation and these efforts are in a strong position, he said.

Federal Rail Administration (FRA) Northeast Corridor Planning: Francis Pickering addressed this issue, updating members on FRA's planning initiative. The FRA has received all comments, including those of WestCOG. We now await the release of the FRA's Record of Decision for the Tier 1 Final EIS. He will keep members informed.

Water Utility Coordinating Committee Update: Curtis Read, the Council's appointee to the WUCC, a CT Department of Public Health process, noted recent WUCC activities. Most of the work to date has focused on development of "Exclusive Service Areas" for larger water companies, these to be state recommended expansion areas in a regulated environment. A primary value of ESA's is to provide rapid backup service if small water companies fail, he said.

William Kenny then distributed an info sheet entitled "3/16/2017 Water Utility Coordinating Committee Update." He noted contact emails, a link to the draft ESA maps and other details. There was discussion.

American the Beautiful Grant: Francis Pickering distributed a memo entitled "3/9/2017 Greening the Air: Urban Tree Canopy Assessment" and then summarized its contents. A grant award from CT DEEP of \$12,000 is to be received, with an in-kind staff services match by WestCOG of the same amount.

The overall goals are to reduce air pollution and energy consumption, enhance wildlife habitat and increase property values. Mike Towle will manage the project.

The first product will be a regionwide tree analysis, followed by a municipal model plan to be entitled "The Norwalk Tree Plan." That more detailed plan will enable grant applications for types of trees in environmentally useful locations in Norwalk, he said.

OTHER BUSINESS / ADJOURNMENT

Clay Cope requested that representatives of Eversource be invited to the next Council meeting to discuss storm cleanup; he views the company's performance as significantly improved over past efforts.

Chairman Stevenson stated that the next WestCOG meeting will be held on April 20, 2017 at the office of the Ridgefield Visiting Nurse Association. There being no further business, on a motion made by Rudy Marconi and seconded by Matt Knickerbocker the meeting was adjourned at 1:20 pm.

Western CT Council of Governments
Operating Statement
For the Nine Months Ending March 31, 2017

	Current Month Actual	Year to Date Actual	Year to Date Budget	Variance Variance	Annual Budget
Revenues					
SWRMPO FHWA/PL Trans	59,959	383,193	442,506	(59,313)	590,008
HVMPO FHWA/PL Transp	31,007	220,482	274,621	(54,139)	366,161
Local Municipal Dues	22,465	202,188	202,460	(272)	269,947
Haz Mit Plan Update (HV)	0	12,312	0	12,312	0
Stamford Bike/Ped	0	92,488	123,750	(31,262)	165,000
LOTICIP (SWR)	8,635	68,402	96,654	(28,252)	128,872
LOTICIP (HV)2016-2017	3,561	37,216	33,728	3,488	44,970
DEMHS CERT Grant	0	1,150	4,500	(3,350)	6,000
RPI GIS Grant	67,398	638,926	299,997	338,929	400,000
Noroton Heights TOD	0	84,636	123,750	(39,114)	165,000
Stamford Bus & Shuttle Stud	22,748	185,342	262,500	(77,158)	350,000
CIRCA UConn Grant	3,092	8,015	13,082	(5,067)	17,443
Reg Election Monitor	0	5,500	8,250	(2,750)	11,000
Wspt Rail Parking Study	0	15,811	70,313	(54,502)	93,750
OPM SGIA Funding	46,167	535,913	437,149	98,764	582,865
Ridgefield TOD Contract	0	36,184	84,838	(48,654)	113,117
Ridgefield TOD Municipal	0	4,573	0	4,573	0
Rte 7 Impl-Phase 3	0	7,093	91,500	(84,407)	122,000
Interest Income	57	614	0	614	0
EDA CEDS	8,616	12,565	0	12,565	0
OPM RPIP Snow Plow	2,033	2,033	0	2,033	0
HV DEMHS Reg 5 PL	3,633	6,833	10,773	(3,940)	14,364
HV Public Health Planning	0	3,600	8,625	(5,025)	11,500
Misc. Income	0	87	0	87	0
Total Revenues	277,338	2,563,123	2,588,996	(25,873)	3,451,997
Direct Contract Expense					
Project Consultants	97,374	1,128,441	1,219,986	(91,545)	1,626,650
Health Dept-Consultant	0	13,600	8,625	4,975	11,500
Reg Election Monitor	0	5,500	8,250	(2,750)	11,000
Direct Ads/Legal Notic Expe	0	384	1,500	(1,116)	2,000
Maintenance Agmnt Expense	6,757	15,887	0	15,887	0
Misc.	0	27,148	0	27,148	0
Direct Equipment Purchase	3,774	127,790	0	127,790	0
Reproduction Expense	0	321	0	321	0
Direct Supply Expense	0	182	0	182	0
Direct Travel/Mtg. Expense	1,011	15,269	52,497	(37,228)	70,000
Personnel Expense					
Salaries-Regular	79,109	675,026	686,556	(11,530)	915,408
Pension 401(a) ER Contrib	4,204	46,065	54,833	(8,768)	73,111
Employer Payroll Taxes	7,161	58,608	57,622	986	76,829
Fringe Benefits	8,367	80,760	134,520	(53,760)	179,359
General Overhead Expense					
Audit/Legal/Payroll Expens	6,567	35,930	30,525	5,405	40,700
Other Profesional Services	0	0	3,750	(3,750)	5,000
Rent	6,409	44,861	57,678	(12,817)	76,904
Utilities	1,264	10,440	17,322	(6,882)	23,096
Service Agreements	1,637	22,018	17,196	4,822	22,928
Reproduction	0	289	750	(461)	1,000
Office Supplies	452	3,942	8,250	(4,308)	11,000
Travel/Conf/Mtg Expense	123	1,058	1,875	(817)	2,500
Membership dues/Subscripti	269	723	9,575	(8,852)	12,767
Postage	(18)	626	3,000	(2,374)	4,000
Liability Insurance/Bonding	1,425	12,581	14,189	(1,608)	18,919

Unaudited - For Management Purposes Only

**Western CT Council of Governments
Operating Statement
For the Nine Months Ending March 31, 2017**

	Current Month	Year to Date	Year to Date	Variance	Annual Budget
	Actual	Actual	Budget	Variance	
Software Expense	0	130	0	130	0
Copier/Equipment Lease	1,092	10,758	10,532	226	14,043
Telephone/Internet	2,018	17,211	3,945	13,266	5,260
Ads/Legal Notices	25	321	750	(429)	1,000
Depreciation	333	3,000	15,000	(12,000)	20,000
Due back to State	4,811	4,811	0	4,811	0
Contingency	0	0	56,250	(56,250)	75,000
Misc.	381	4,797	4,275	522	5,700
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	234,545	2,368,477	2,479,251	(110,774)	3,305,674
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
"SURPLUS/<DEFICIT>"	\$ 42,793	\$ 194,646	\$ 109,745	84,901	146,323
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Western CT Council of Governments
Balance Sheet
March 31, 2017
ASSETS

Current Assets

Bank of America Checking	\$ 671,193.00	
Bank of America Money Market	800,957.90	
Union Savings Checking	129,350.31	
Petty Cash	400.00	
Accounts Receivable	233,466.18	
Prepaid Liability Ins Premiums	4,526.72	
Prepaid Rent	10,016.93	
Prepaid Service Agreements	29,829.20	
Pre-paid Heating Oil	1,915.84	
Prepaid Dues/Subscriptions	12,917.61	
Prepaid Security Deposits	4,245.00	
Prepaid Medical Benefit	2,069.59	
Total Current Assets		1,900,888.28

Property and Equipment

Fixed Assets	109,387.82	
Allowance for Depreciation	(55,515.48)	
Total Property and Equipment		53,872.34

Other Assets

Total Other Assets		0.00
Total Assets	\$	1,954,760.62

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable	\$ 64,190.66	
Deferred Rev-RPI GIS Grant	2,472.86	
Deferred Rev-Wspt Rail Prk	471.80	
Deferred Rev-Local Dues	67,396.03	
Deferred Rev-LOTICIP SW	76,904.40	
Deferred Rev-LOTICIP HV	40,383.08	
Deferred Rev-FY16-17 OPM SGIA	105,379.87	
Deferred Rev-Health Depts	20,448.81	
Deferred Rev-Reg Elec Mon	2,861.00	
Deferred Rev-Stamford Bike/Ped	14,655.75	
Deferred Rev-Noroton Hgts TOD	16,395.43	
Deferred Rev-Deer Mgmt	3,711.95	
Accrued Vacation	28,354.09	
Accrued Pension	16,815.00	
Total Current Liabilities		460,440.73

Total Liabilities		460,440.73

Capital

Retained Earnings	1,326,828.90	
Net Income	167,490.99	
Total Capital		1,494,319.89
Total Liabilities & Capital	\$	1,954,760.62