

Western Connecticut Council of Governments

June 21, 2018 – 12:30pm

**Location: Ridgefield Visiting Nurse Association
27 Governor Street, Ridgefield, CT 06877**

Agenda

1. Meeting call to order: Hon. Jayme Stevenson, Chairman
2. Public participation
3. Legislative update
4. Action items:
 - a. Approval of May 22, 2018 Minutes Attachment 4a, pp. 1-3
 - b. Approval of Treasurer's Report Attachment 4b, pg. 4
 - c. Approval of FY18-19 Draft WestCOG Budget- Revised Attachment 4c, pp. 5-6
 - d. Approval of LOTCIP adjustment Attachment 4d, pp. 7-9
5. Featured presentations:
 - a. The Nature Conservancy- *Director of Science TNC-CT Chapter Adam Whelchel, PhD and Environmental Engineer Victoria Hoyland, P.E.*
 - b. Sustainable CT- *Energy Technical Specialist Jessica LeClair*
6. Information items:
 - a. CRS update Attachment 6a, pp. 10-11
 - b. WUCC update
 - c. WestCOG Foundation approved 501(C)(3) status
 - d. CEDS update Attachment 6d, pp. 12-14
 - e. Tree Canopy Analysis Brief
7. Other business
8. Next meeting: Thursday, July 19th
9. Adjournment

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Western Connecticut COUNCIL OF GOVERNMENTS



Disclaimer: These interim minutes of the Western Connecticut Council of Governments ("WestCOG" or "COG"), the Housatonic Valley Metropolitan Planning Organization ("HVMPO" or "MPO"), and the South Western Region Metropolitan Planning Organization ("SWRMPO" or "MPO") are released and "available for public inspection" and "posted" on WestCOG's website, in accordance with C.G.S. §1-225(a). Said interim minutes are subject to review and approval by the MPO and COG members, after which time the final approved minutes will be available and posted in accordance with laws. Accordingly, the interim minutes may contain inaccuracies and do not reflect the final action of the MPO and COG.

INTERIM Minutes of the Western Connecticut Council of Governments and the Housatonic Valley & South Western Region Metropolitan Planning Organizations

for the 05/22/2018 Joint Meeting

Held via teleconference and located at the WestCOG office:
1 Riverside Road, Sandy Hook, CT 06842

*WestCOG: Chairman Jayme Stevenson - Vice Chairman Rudolph Marconi
Treasurer Lynne Vanderslice - Secretary Julia Pemberton
HVMPO: Chairman Rudolph Marconi - Vice Chairman Julia Pemberton
SWRMPO: Chairman Jayme Stevenson - Vice Chairman James Marpe*

MEMBERS ATTENDING

Bethel	First Selectman Matt Knickerbocker
Bridgewater	Absent
Brookfield	Absent
Danbury	Director of Planning Sharon Calitro
New Fairfield	Absent
New Milford	Mayor Pete Bass
Newtown	First Selectman Dan Rosenthal
Redding	First Selectman Julia Pemberton
Ridgefield	First Selectman Rudy Marconi
Sherman	Absent
HARTransit	Development Director Rick Schreiner (HVMPO voting member only)
CTDOT	Kathryn Faraci (non-voting)
Darien	First Selectman Jayme Stevenson
Greenwich	First Selectman Peter Tesei
New Canaan	First Selectman Kevin Moynihan
Norwalk	Absent
Stamford	Absent
Weston	First Selectman Chris Spaulding
Westport	RTM Deputy Moderator, Jeffrey Wieser
Wilton	First Selectman Lynne Vanderslice
Transit	Absent (SWRMPO voting member only)

1 Riverside Road, Sandy Hook, CT 06842

Visit us online at westcog.org
Telephone/fax 475-323-2060

OTHERS ATTENDING

WestCOG staff members in attendance were, Kristin Hadjstylianos, Jamie Bastian, Nicole Sullivan, and Executive Director Francis Pickering.

CALL TO ORDER

The meeting was called to order at 1:34pm by Chairman Jayme Stevenson.

PUBLIC PARTICIPATION

There was no public participation.

ACTION ITEMS

HVMPO Approval of April 19, 2018 Minutes: After review and on a motion made by First Selectman Matt Knickerbocker and seconded by First Selectman Dan Rosenthal, the minutes of the 04/19/2018 meeting were unanimously approved. However, there were abstentions made by Mayor Pete Bass and Director of Planning Sharon Calitro.

SWRMPO Approval of April 19, 2018 Minutes: After review and on a motion made by First Selectman Peter Tesei and seconded by First Selectman Chris Spaulding, the minutes of the 04/19/2018 meeting were unanimously approved.

WestCOG Approval of March 15, 2018 Minutes: After review and on a motion made by First Selectman Matt Knickerbocker and seconded by Mayor Pete Bass, the minutes of the 03/15/2018 meeting were unanimously approved. However, there were abstentions made by Director of Planning Sharon Calitro.

HVMPO Unified Planning Work Program Amendment: There was discussion. On a motion made by Mayor Pete Bass and seconded by First Selectman Matt Knickerbocker, the Statement of Cooperative MPO/State/Transit Operators' Planning Roles & Responsibilities was unanimously endorsed and the HVMPO Unified Planning Work Program was unanimously amended to include the agreement as an appendix.

SWRMPO Unified Planning Work Program Amendment: There was discussion. On a motion made by First Selectman Lynne Vanderslice and seconded by First Selectman Chris Spaulding, the Statement of Cooperative MPO/State/Transit Operators' Planning Roles & Responsibilities was unanimously endorsed and the SWRMPO Unified Planning Work Program was unanimously amended to include the agreement as an appendix.

HVMPO 2018-2021 Transportation Improvement Program: Amendment to project #018-134; Rehabilitation of Bridge 01343 in Brookfield and Bridgewater, #096-200; Resurfacing, Bridge and Safety Improvements, I-84 in Newtown, #174-424; Replace Traffic Control Signals at Various Locations in District 4, #170-3496; FY 18 Statewide Transportation Demand Management (Greater CT Moderate), and #170-3495; FY 18 Statewide Transportation Demand Management (NY-NJ-CT Moderate) was

discussed. On a motion made by First Selectman Matt Knickerbocker and seconded by First Selectman Julia Pemberton, the HVMPO TIP amendment was unanimously endorsed.

SWRMPO 2018-2021 Transportation Improvement Program: Amendment to project #170-3495; FY 18 Statewide Transportation Demand Management (NY-NJ-CT Moderate) and project #173-0496; Replace and Install Variable Message Signs was discussed. On a motion made by First Selectman Chris Spaulding and seconded by First Selectman Peter Tesei, the SWRMPO TIP amendment was unanimously endorsed.

WestCOG Letter of Commitment- HARTransit Grant Application: There was discussion regarding the National Aging and Disability Transportation Center; Getting Ready to Innovate grant. The Letter of Commitment for the HARTransit grant application was presented to the COG. On a motion made by First Selectman Lynne Vanderslice and seconded by First Selectman Julia Pemberton, the COG Letter of Commitment for the HARTransit Grant Application was unanimously approved.

INFORMATION ITEMS

USDOT BUILD Discretionary Grants Program: The Better Utilizing Investments to Leverage Development discretionary grant program, formerly known as the TIGER discretionary grant program, was discussed. The application process and requirements were reviewed.

USDOT FTA 2018 Low or No Emission Grant Program: The grant program seeks to support the transition of transit fleets to the most energy efficient vehicles. The application for FTA designated recipients was discussed.

EPA Clean Diesel National DERA Grant Program: The grant program seeks to provide funding to projects with lowered diesel emissions. Eligible applicants include School Districts, Regional, State, and Local entities.

OTHER BUSINESS

Chairman Stevenson acknowledged the recovery process for the communities impacted by the recent storm.

ADJOURNMENT

The next MPO and COG meetings will be held on June 21st. On a motion made by First Selectman Lynne Vanderslice and seconded by Director of Planning Sharon Calitro, the meeting was unanimously adjourned at 2:15pm.

Western Connecticut Council of Governments
Monthly Financial Report - Operating Statement
March 2018 - 3rd Quarter Report

	Current Month Actual	Year to Date Actual	Annual Budget Approved	Projected at end FY 6/30/18
REVENUES				
State/Federal/Local Grants	\$ 139,033	\$ 1,351,857	\$ 2,177,217	\$ 1,857,523
Local Dues	\$ 23,733	\$ 213,595	\$ 284,793	\$ 284,793
Misc./Interest Income	\$ 50	\$ 659	\$ 800	\$ 800
TOTAL	\$ 162,816	\$ 1,566,111	\$ 2,462,810	\$ 2,143,116
EXPENSES				
DIRECT CONTRACT EXPENSE: (Reimbursable through contracts)				
Project Consultants	\$ 20,226	\$ 285,846	\$ 603,111	\$ 514,225
Other Direct Costs	\$ 11,861	\$ 65,537	\$ 60,161	\$ 67,000
Contingency (built into contracts)	\$ -	\$ -	\$ 37,167	
PERSONNEL EXPENSE:				
Salaries (Direct & Indirect)	\$ 75,366	\$ 688,960	\$ 1,013,539	\$ 901,860
Payroll Taxes	\$ 7,503	\$ 60,104	\$ 87,136	\$ 81,900
Pension	\$ 5,946	\$ 55,573	\$ 75,600	\$ 69,000
Fringe Benefits	\$ 11,279	\$ 101,907	\$ 157,824	\$ 138,000
GENERAL OVERHEAD EXPENSE:				
Rent	\$ 7,609	\$ 68,270	\$ 93,097	\$ 106,108
Utilities	\$ 1,925	\$ 17,839	\$ 26,125	\$ 23,000
Audit/Payroll & Legal Services	\$ 211	\$ 20,858	\$ 37,700	\$ 18,725
Other Professional Services	\$ -	\$ -	\$ 4,000	\$ -
Service Agreements	\$ 241	\$ 4,319	\$ 9,632	\$ 5,000
Reproduction	\$ -	\$ 18	\$ 1,000	\$ 50
Office Supplies	\$ 224	\$ 3,533	\$ 11,000	\$ 5,700
Conf/Travel/Mtg. Expense	\$ 35	\$ 2,003	\$ 2,300	\$ 2,100
Membership Dues/Subscriptions	\$ 691	\$ 6,221	\$ 12,294	\$ 8,294
Postage	\$ -	\$ 486	\$ 1,500	\$ 525
Commercial Liability Insurance	\$ 1,387	\$ 12,807	\$ 19,000	\$ 18,000
Lease (copier/postage machine)	\$ 1,068	\$ 8,562	\$ 13,000	\$ 11,100
Legal Notices	\$ -	\$ -	\$ 500	\$ 500
Misc.	\$ 316	\$ 3,311	\$ 7,480	\$ 4,800
Depreciation	\$ 333	\$ 3,000	\$ 4,000	\$ 4,000
Due back to State*	\$ (7,028)	\$ 43,733	\$ -	\$ 103,259
TOTAL	\$ 139,193	\$ 1,452,887	\$ 2,277,166	\$ 2,083,146
SURPLUS/<DEFICIT>				
	\$ 23,623	\$ 113,224	\$ 185,644	\$ 59,970

**Financial Notes of Interest* : (1) Negative revenue variances can be the result of fluctuations in the timing of consultant invoices on various projects, and do not indicate a 'lack' of or underbilling of revenue sources. Variances may fluctuate on the expense side as well due to changes in staffing and timing of expenses. (2) Surplus "total" amounts partially reflect we are invoicing our grants at a burden, fringe and overhead (BFO) rate that is too high, and at fiscal year end may owe money back to grantors at the conclusion of our annual audit. (See 'Due back to State')

FY18-19 WestCOG Draft Budget - Operating Expense Summary - DRAFT REVISED

Expenses	FY17-18 Operating Expense - Approved Budget	FY17-18 Operating Expense - Projection @ 6/30/18	FY18-19 Operating Expense - Draft for Council
Salaries	\$ 1,013,539	\$ 901,860	\$ 874,005
Taxes	\$ 87,136	\$ 81,900	\$ 74,576
Insurance/Fringe	\$ 157,824	\$ 138,000	\$ 162,472
Pension	\$ 75,600	\$ 69,000	\$ 70,100
Consultants/Direct Program Costs	\$ 603,111	\$ 620,000	\$ 780,000
Payroll Services	\$ 2,700	\$ 2,667	\$ 2,850
Audit	\$ 20,000	\$ 14,625	\$ 15,200
Legal Services	\$ 15,000	\$ 15,388	\$ 15,000
Other Services	\$ 4,000	\$ -	\$ 4,000
Rent/Utilities	\$ 119,222	\$ 129,108	\$ 128,928
Service Agreements	\$ 32,673	\$ 31,229	\$ 28,319
Reproduction	\$ 1,000	\$ 50	\$ 500
Supplies	\$ 11,000	\$ 5,700	\$ 10,000
Travel/Meetings/Prof. Dvlpmt.	\$ 35,100	\$ 21,600	\$ 24,400
Dues/Subscriptions	\$ 12,294	\$ 8,294	\$ 9,213
Liability Ins.	\$ 19,000	\$ 18,000	\$ 18,930
Postage/overnight	\$ 1,500	\$ 525	\$ 1,000
Equipment Rental	\$ 13,000	\$ 11,100	\$ 6,713
Public Notice/recruitment	\$ 3,500	\$ 500	\$ 2,500
Miscellaneous	\$ 8,800	\$ 4,800	\$ 8,500
Depreciation	\$ 4,000	\$ 4,000	\$ 12,000
Capital Expenditures/Contingency	\$ 37,167	\$ 4,800	\$ 25,000
Total	\$ 2,277,166	\$ 2,083,146	\$ 2,274,206

FY17-18 WestCOG Budget - Revenue Source Summary - Comparison of Approved Budget vs. Anticipated at 6/30/18

Revenue Sources	Local Dues	Local Dues Proj @ 6/30/18	Federal	Federal Proj @ 6/30/18	State	State Proj @ 6/30/18	Other Sources*	Other Sources* @ 6/30/18	Total For FY17-18 Approved	Total for FY17-18 Proj @ 6/30/18
General Fund/Admin	\$ 115,241	\$ 139,772					\$ 800		\$ 116,041	\$ 139,772
Regional Services-OPM SGIA					\$ 478,800	\$ 372,794			\$ 478,800	\$ 372,794
MPO Transportation (SW) (reimbursable grant)	\$ 106,150	\$ 84,624	\$ 606,574	\$ 546,400	\$ 45,493	\$ 51,428			\$ 758,217	\$ 682,452
MPO Transportation (HV) (reimbursable grant)	\$ 52,152	\$ 38,490	\$ 320,933	\$ 248,320	\$ 28,082	\$ 23,590			\$ 401,167	\$ 310,400
LOTICIP Program					\$ 81,000	\$ 81,000			\$ 81,000	\$ 81,000
Other Transportation Grants			\$ 284,000	\$ 137,163	\$ 30,500	\$ 23,594	\$ 20,500	\$ 8,743	\$ 335,000	\$ 169,500
RPIP OPM Snow Plow Grant					\$ 238,250	\$ 218,000			\$ 238,250	\$ 218,000
CEDS Grant	\$ 11,250	\$ 21,907	\$ 11,250	\$ 21,907					\$ 22,500	\$ 43,814
Public Health Directors							\$ 7,000	\$ 6,000	\$ 7,000	\$ 6,000
DEMHS Region 5							\$ 13,725	\$ 9,200	\$ 13,725	\$ 9,200
Other Grants (Tree & OPM-GIS)						\$ 99,073			\$ -	\$ 99,073
Regional Election Monitor					\$ 11,111	\$ 11,111			\$ 11,111	\$ 11,111
Total	\$ 284,793	\$ 284,793	\$ 1,222,757	\$ 953,790	\$ 913,236	\$ 880,590	\$ 42,025	\$ 23,943	\$ 2,462,810	\$ 2,143,116

FY18-19 WestCOG Draft Budget - Revenue Source Summary - DRAFT REVISED FOR APPROVAL

Revenue Sources	Local Dues	Federal	State	Other Sources*	Total
General Fund/Admin	\$ 143,924			\$ 800	\$ 144,724
Regional Services-OPM SGIA			\$ 585,164		\$ 585,164
LOTICIP Program (anticipated)			\$ 80,000		\$ 80,000
MPO Transportation (SW) (reimbursable grant)	\$ 106,613	\$ 687,828	\$ 65,344		\$ 859,785
MPO Transportation (HV) (reimbursable grant)	\$ 49,463	\$ 319,118	\$ 30,317		\$ 398,898
Other Transportation Grants (reimbursable grant)		\$ 136,000	\$ 51,000	\$ 13,000	\$ 200,000
Public Health Directors (funding from Health Depts.)				\$ 6,000	\$ 6,000
DEMHS Region 5 (reimbursable grant)				\$ 8,330	\$ 8,330
Total	\$ 300,000	\$ 1,142,946	\$ 811,825	\$ 28,130	\$ 2,282,901

* Other sources include local municipal matches & interest income

Western Connecticut

COUNCIL OF GOVERNMENTS



TO: WestCOG Council Representatives
 FROM: Francis Pickering and Kristin Hadjstylianos
 DATE: June 13, 2018
 RE: LOTCIP Program Adjustments

Requested Action:

Recommend Policy Board endorse adjustments to the LOTCIP program to expedite project development to ensure the region continues to receive funds. These adjustments include: removing internal sub-allocation of LOTCIP funds, instating project milestone deadlines, instating requirements for program eligibility, and adjusting prioritized projects to close out Fiscal Year 2014.

Background:

Following the passage of the state budget, WestCOG expects the LOTCIP program to resume by the next fiscal year. While the region is waiting on official confirmation from CTDOT, staff have been reviewing the status of current projects and would like to propose opportunities to advance projects at a faster pace to ensure that the region continues to receive funds.

CTDOT has repeatedly stated that the Bond Commission would approve new LOTCIP bonding after exhaustion of existing bonding. The failure of some regions to substantially expend their bonded allocations has resulted in significant unspent balances. To enable regions that have exhausted their allocations to receive additional funds, the Bond Commission is now bonding for LOTCIP on an as-needed and regional basis. Regions that are close to fully expending their allocations will receive new bonding; regions that have not, will not.

After reviewing the status of projects programmed for FY 14 through FY 18, it appears there are some instances where projects are ineligible or have been stalled for a significant amount of time.

Due to the internal sub-allocation of LOTCIP funds by WestCOG, when projects in one part of the region are stalled, the entire region cannot receive additional funding. (The state allocates LOTCIP on a COG, and not MPO, basis.)

While there has been a financial reprieve, there is no guarantee that LOTCIP funding will not be interrupted in the future. However, during the recent pause in transportation funding, CTDOT continued to financially support projects that had received a Commitment to Fund. To minimize the risk of future disruption, it is the region's interest to obtain as many Commitments as possible. WestCOG staff would like to propose a few adjustments to the LOTCIP process to do this, including:

- Administer funds on a COG-wide basis instead of sub-allocating
- Require municipalities to have a signed MMA with CTDOT within 90 days
- Projects that are ineligible: Submit a new project concept and application within 60 days

- Projects without an application: Submit completed application within 60 days
- Design reviews: Municipalities to respond to design comments within 60 days
- Move stalled projects to later fiscal years

WestCOG South Western Region LOTCIP Program - 06/21/2018 - Proposed Adjustments

State Fiscal Year	Municipality	Project	Amount	Balance
Available funding (FY14-16), net of admin. costs*				\$17,863,040
FY14	Stamford	Fiber Optic Trunk Cable	(\$5,411,892)	
FY14	Norwalk	SoNo Streetscape	(\$2,069,045)	①
FY15	Norwalk	Hamilton Ave Staircase	(\$600,000)	②
FY15	Greenwich	Frontage Rd & Delavan Ave Streetscape	(\$1,080,000)	
FY15	Stamford	West Ave & West Main St Intersection	(\$2,000,000)	
FY16	Darien	Noroton Ave & West Ave Intersection	(\$1,200,000)	
FY16	Westport	Main St & Compo Rd North Sidewalks	(\$850,000)	
FY16	Norwalk	Traffic Signal System Upgrade - Phase 3 (Pedestrian Items Only)	(\$500,000)	
FY16	Stamford	Greenwich Ave & Pulaski St Roundabout	(\$2,350,000)	
			Remaining Balance	\$1,802,103
Funding (FY17-19) authorized by Legislature but not yet allocated by CT State Bond Commission, net of admin. costs				\$21,865,500
FY17	Greenwich	Sound Beach Ave Bridge & Roundabout	(\$4,900,900)	
FY17	Westport	Riverside Ave Sidewalks	(\$607,115)	
FY17	Greenwich	Davis Ave Bridge	(\$2,500,000)	
FY17	Stamford	Strawberry Hill Rd & Rock Spring Rd Intersection	(\$1,750,000)	
FY18	Greenwich	Glenville Rd & Brookside Dr Intersection	(\$1,750,000)	
FY18	Westport	Compo Rd South Sidewalks	(\$300,000)	
FY18	New Canaan	Locust Ave Parking	(\$2,000,000)	
			Remaining Balance	\$9,859,588

*Based on 08/31/2017 CT DOT LOTCIP Program Summary & 01/18/2018 CT DOT Interim LOTCIP Program Status Guidance to COGs

COG: Approved ___/___/___

- ① Proposed adjustment = Norwalk SoNo Streetscape project change from FY15 to FY14
- ② Proposed adjustment = Norwalk Hamilton Ave Staircase project change from FY14 to FY15

Program Expectations

for the Regional CRS Program.

500 CRS credits are required for 5% flood insurance savings. Targeted activities are listed below. Detailed information for each activity can be found in the CRS manual: <http://crsresources.org/>

Table 1 Regional CRS Target Activities. * denotes average scores, credits will differ by town ** sum uses average score values

Category	Activity	Points	Agency Involved
310	Elevation Certificates	38	Municipal
340	Hazard Disclosure	5	Municipal
450	Stormwater Management	132*	Municipal
350	Flood Protection Information	96	Both
320	Mapping	90	WestCOG
330	Outreach	5	WestCOG
420	Open Space Preservation	145*	WestCOG
440	Flood Data Management	157	WestCOG
510	Floodplain Management Planning	175	WestCOG
630	Dams	22	State

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Municipal Tasks

- ❖ **Designate your CRS Coordinator:** The person does not have to be a community employee. However, the CRS Coordinator does need the confidence of the CEO and must be authorized to sign CRS-related documents on behalf of the community. Local CRS coordinators will have the support of WestCOG staff.
- ❖ **Maintain/Review Building Elevation Certificates** for new buildings and substantial improvements on structures in a special flood hazard area.
- ❖ Community must be an active member in the NFIP, with proof of compliance from FEMA.
- ❖ **Maintain flood insurance policies** for all municipal owned buildings. CEO sign off required.
- ❖ **Provide Land Deed's** for creditable open space properties (those overlapping SFHA).

WestCOG Activities

- ❖ **Assemble, coordinate, and maintain the documentation** for the community's CRS application, modifications, cycle verification visits, and annual recertification.
- ❖ **Coordinate verification visits** with the ISO/CRS Specialist; Includes lining up representatives from offices that implement the credited activities.
- ❖ **Provide Flood mapping services** for activities 320 and 420.
- ❖ **Provide CRS education materials** (on site and web based) for the public to view.

Table 2 Regional CRS Discounts

Community	# Policies	Premiums	Projected CRS Discount**	CRS % Discount
Communities currently involved with the CRS Program				
Stamford	2,664	\$2,685,155	\$402,773	15%
Westport	1,332	\$2,394,211	\$239,421	10%
Newtown	65	\$77,644	\$3,882	5%
Communities awaiting FEMA approval for enrollment				
Norwalk	2,128	\$3,476,927	\$173,846	5%
Greenwich	1,684	\$2,504,552	\$125,228	5%
Darien	598	\$944,742	\$47,237	5%
Potential CRS communities				
Danbury	307	\$541,596	\$27,080	5%
Wilton	196	\$240,731	\$12,037	5%
New Milford	110	\$223,480	\$11,174	5%
Bethel	203	\$193,059	\$9,653	5%
New Canaan	151	\$133,757	\$6,688	5%
Weston	128	\$142,992	\$7,150	5%
Ridgefield	88	\$99,777	\$4,989	5%
Brookfield	57	\$97,706	\$4,885	5%
Redding	42	\$40,746	\$2,037	5%
New Fairfield	38	\$37,345	\$1,867	5%
Sherman	16	\$14,329	\$716	5%
Bridgewater	10	\$6,775	\$339	5%
Region	9,817	\$13,855,524	\$1,081,002	
** Projected discounts include customized municipal open space credits, based off a preliminary GIS analysis. Actual savings may vary and are contingent upon more detailed and localized analyses.				
Source: CRS.org CT State Profile 06/06/2017				

Table 3 Monthly Process to Join the CRS Program

List of Tasks	Monthly Plan					
	1 July	2 Aug	3 Sep	4 Oct	5 Nov	6 Dec
1. Establish CRS coordinators						
2. Schedule verification flood visits						
3. Training for municipal staff						
4. Prepare applications for CRS audit						
5. Host municipal CRS audits						
6. Address audit comments						



Moving Forward with an Approved CEDS

What is a CEDS?

- CEDS – Comprehensive Economic Development Strategy
- A plan for economic development
- Follows framework laid out by the EDA, responding to federal standards
- Seeks input from the public and private sector
- Designed to build capacity and guide the economic prosperity and resiliency of a region
- A living document that requires annual updates, a 5-year overhaul, and a designated caretaker.
- An approved CEDS makes municipalities in the designated region eligible for selected federal and state discretionary grants.
- Prerequisite to become an Economic Development District which is eligible for even more funding.

What is an EDD?

- Economic Development District (EDD) is a federal and state designation for a region that prepares and maintains a CEDS
- Implements the CEDS
- Receives annual maintenance funding from the EDA
- Municipalities in an EDD may apply for EDA funding for projects outlined in the CEDS
- State Statute (CGS 32-741) allows for 9 EDDs in CT and requires them to cover the entirety of a COG

What has the EDA Funded in CT?

2017: \$2,806,240 in Public Works funds to Community Solutions International, Inc., New York, NY, for the construction of a business development center in North Hartford, CT. This investment supports the construction of a food business incubator, share office space, and a food manufacturing facility to be known as the Swift Community Food and Business Development Center.

2016: \$500,000 in i6 Challenge funds to UConn, to fund the Quiet Corner Innovation Cluster, which will serve three rural counties in eastern CT and will partner with small- and medium-sized technology and manufacturing enterprises to promote business growth through innovation, enhanced R&D, and updated business capabilities.

2015: \$1 million in Public Works funds to the City of Ansonia to fund construction of utility and road improvements to support development of the Foundation Lake Commerce Center.

2014: \$1.3 million in Public Works funding to the Mohegan Tribe of Indians of CT to fund the renovation of an existing facility to create the Mohegan Innovation Center, a business incubator.

2013: \$800,000 to support the rehabilitation and replacement of infrastructure at the Dyke Lane Pumping Station in Stamford. (Disaster & Recovery Funding [Non-CEDS])

Goals of the Western CT CEDS

1. Regional Planning & Cooperation
2. Improved Business Climate
3. An Inclusive Workforce
4. Improved and Maintained Transportation & Public Infrastructure
5. A More Sustainable & Resilient Region
6. A Positive Regional Identity

Project List

Title	Organizer
Western CT EDD Designation	WestCOG
Regional Transit Service Plan	WestCOG
Coordination Plan for Industry Needs and Higher Education	WestCOG
Regional Tourism Development and Marketing Plan	WestCOG
Accessible Art Project	Cultural Alliance of Western CT
Dredging Feasibility Study	Stamford Partnership
Regional Agricultural Viability Study	WestCOG
Downtown Danbury TOD Streetscape Renaissance Project	Danbury
Norwalk River Valley - Harbor Loop Trail	Norwalk
Wall St Train Station Feasibility Study	Norwalk
GIG Wi-Fi & LORA WAN Network	Stamford Partnership
Fairfield Hills Existing Building Renovations	Newtown
Phase 2 North Town Center Streetscape	Brookfield
Washington Street Plaza	Norwalk
Georgetown Village TOD Plan	Redding
Transit Oriented Development	Bethel
New Milford Riverfront Revitalization Plan	New Milford
Expansion of Clarke Business Park	Bethel
20 Station Rd. Brownfield Remediation	Brookfield
Explore New Milford: Integrated Marketing Campaign	New Milford
Baldwin/Avery Parking Lot Reconstruction	Westport
Improvements to the Bethel Water System	Bethel
Stony Hill Sewer Project - Phase IV	Bethel

Next Steps

For the CEDS: The CEDS document requires annual updates to show where we stand in terms the performance metrics and the project list. This update will be due in December and will likely require one meeting of the EDD Board in the Fall. This is not a full data analysis and planning process. We do not have to engage in that until 2022.

For the EDD: Now that we have received approval for the CEDS, we can now move forward with our application to become a federal EDD. This mostly requires determining the Region’s eligibility and other paperwork that WestCOG will be responsible for, but it also requires the creation of a formal board of directors.

The EDA specifies that the composition of the Board must be “*broadly representative of the principal economic interests of the Region, including the private sector, public officials, community leaders, representatives of workforce development boards, institutions of higher education, minority and labor groups, and private individuals. In addition, the [board] must demonstrate the capacity to implement the EDA-approved CEDS.*”

When the paperwork is ready, we will call a meeting of people interested in serving on this board to adopt parliamentary procedures and submit the application.

There is no deadline for creating the EDD, but it would be most advantageous to create it before the current CEDS expires in 2022.

Members of Western CT Economic Advisory Group

Name	From
Lisa Mercurio	Business Council of Fairfield County
Thomas Madden	City of Stamford Office of Economic Development
Hal Kurfehs	Coldwell Banker Commercial
Joe Ercolano/ Valeria Bisceglia	CT Small Business Development Center
Lisa Scails	Cultural Alliance of Western Connecticut
Virginia DeCristoforo	Danbury Innovation Center
Stephen Bull	Greater Danbury Chamber of Commerce
Brain Griffin	Norwalk Chamber of Commerce
Liz Stocker	Norwalk Economic Development
Eugene Schreiner	Savings Bank of Danbury
Jackie Lightfield	Stamford Partnership & Norwalk 2.0
Janice Chrzescijanek	Town of Bethel Economic Development Department
Betsy Paynter	Town of Brookfield Economic Development Department
Christal Preszler	Town of Newtown Planning Department
Tom Long	WorkPlace Inc.