



**EXECUTIVE COMMITTEE
MINUTES OF SPECIAL MEETING OF JANUARY 10, 2022**

Members or Representatives in Attendance:

Barkhamsted, Don Stein, Chair
Canaan (Falls Village), Henry Todd, Vice Chair
Harwinton, Mike Criss, Treasurer
Norfolk, Matt Riiska, At-Large

Members Absent:

North Canaan, Charlie Perotti, Secretary
Vacant, At-Large

Others present:

Robert Phillips, NHCOC
Jocelyn Ayer, Former NHCOC Staff
Darlene Krukar, Former NHCOC Staff

Determination of Quorum and Call to Order.

Chairman Don Stein called the meeting to order at 10:02AM.

Exit Interviews of Darlene Krukar, Office Manager and Jocelyn Ayer, Community and Economic Development Director.

Discussion of experiences of staff, what the COG does well and what could be improved moving forward. Successful programs highlighted by former staff included the '5th Thursdays' land use education program, regional partnerships, economic development initiatives and municipal and regional Plan of Conservation and Development (POCD) updates. Improvements were recommended by increasing staffing/hours for the Economic Development Corporation (EDC), POCD Implementation, providing for a circuit rider to support building, planning, zoning, and wetlands inspections, land use and regulation enforcement. Emphasis was given on the lack of permanent staffing of the EDC and how every other COG uses EDA Partnership grant funding for salaried staff support as it typically funds a 0.5 FTE.

Other suggestions included increasing communication from the COG via regular newsletters (2-4 times per year), establishing a regional planning advisory group and being mindful of staff consulting in the region and any negative externalities associated with that policy.

Six-Month Review of Executive Director and Discussion of Long Range/Strategic Plan for NHCOC Regional Planning, Staffing and Support Functions.

The Executive Director outlined his thoughts on what constitutes the core services that the COG

provides; NHCOC Meetings & Support, Transportation Planning/Programs (LOTICIP, RCP, RITS, PWEC), Homeland Security and Emergency Management, Regional Planning and Legislative Support. Additional services of particular importance include; Regional Economic Development, Municipal Consultation, Conservation Organization Support, Regional Social Services Programs and oversight of a number of associated consultants supporting such efforts.

Future and potential COG initiatives include enhanced regional support, COG central office improvements and recommended increase in staffing levels to support all existing and future initiatives. Details of the above can be found attached to these minutes.

Administrative Items: Approval of Minutes of the Special Meeting of the Executive Committee – November 1, 2021.

Motion (Todd) and second (Riiska) to approve the minutes as presented. Motion passed unanimously.

Adjournment.

Motion (Todd) and second (Riiska) to adjourn the meeting at 11:25AM.