NOTICE OF REGULAR MONTHLY MEETING

DATE:	**Thursday, January 12th, 2023**
TIME:	**10:00 AM – 12:05 PM**
LOCATION:	**HYBRID In-Person and Remote at NHCOG, 59 Torrington Road, Suite A-1, Goshen, CT**

OPTION – Zoom:
https://us02web.zoom.us/j/85829039077?pwd=SlB3eFozSHBJVjhidnlyL0RVdlgyZz09
Meeting ID: 858 2903 9077
Passcode: 446654
Call-in Option 1-646-931-3860

AGENDA

(Chairman Henry Todd; Vice Chairman Mike Criss; Secretary Charlie Perotti; Treasurer Tom Weik)

10:00 AM Call to Order and Opportunity for Public Comment. **Henry Todd, Chairman.**

10:05 AM Narcan Exercise and Proposed Opioid Response Fund, **John Simoncelli, Greenwoods Counseling and Referrals, Inc and Leo Ghio, RHR Coordinator**

10:25 AM Report of the Executive Director, **Rob Phillips**

- NHCOG Office Update
- Staff Areas of Primary Responsibility *(Attachment A)*
- Workplace Diversity and Harassment Training Needs

10:35 AM Community and Economic Development Update, **Emily Hultquist, Assistant Director**

- 2022 State Broadband Report
- Future of Regional Housing Council
- CEDs Update/EDC Executive Committee Meeting January 16th
- 2023 DEEP Recreational Trails Grant Program – Deadline March 1st

10:45 AM Understanding the FCC and State Broadband Mapping and what it means for the NHCOG Region, **David Lukens, Broadband Mapping Coordinator, CT OPM**

11:00 AM Transportation Planning Update, **Kathryn Faraci, Senior Regional Planner**

- List of Proposed Projects for the 2025-2028 STIP *(Attachment B)*
- LOTCIP Future Programming
- Reestablishment of the Recycling Advisory Committee (RAC) Membership

- HHW Request for Proposals (RFP)
- PWEC – Road Supervisor's Meeting

11:10 AM Report of the NHCOG Legislative Committee, **Mike Criss, Chairman**

- ***ACTION*** – Adoption of NHCOG's Legislative Priorities for the 2023 Session *(To be provided)*
- Breakfast Event with Area Legislators–January 19th *(Attachment C)*

11:20 AM DEMHS Update, **John Field, DEMHS Region 5 Coordinator**

11:30 AM **Municipal Forum:** Information Sharing Round Table

12:00 PM Administrative Items:

a) **ACTION** - Approval of Meeting Minutes for November 8th, 2022 (*Attachment D)*
b) **ACTION** - Approval of Financial Statement for November, **Sarah Better, Financial/Office Manager** (*Attachment E*)

12:05 PM Other Business as Raised by Members and Adjournment.

ATTACHMENT A

Emily Hultquist, Assistant Director:

- Northwest Hills Economic Development District (EDD) and Economic Development Commission (EDC)
- Fifth Thursday Events/Land Use Administrator or Commissioner Training and Technical Assistance
- Zoning/Subdivision/POCD Referrals
- Conservation/Open Space issues
- Legislative Committee, Agenda & Updates
- Natural Hazard Mitigation Plan
- Regional Plan of Conservation and Development
- Comprehensive Economic Development Strategy
- Regional Housing Council Liaison

Kathryn Faraci, Senior Regional Planner:

- CTDOT/NHCOG Unified Planning Work Program (UPWP)
- Rural Independent Transportation System (RITS)
- Transportation Rural Improvement Program (TRIP)
- Local Transportation Capitol Improvement Program (LOTCIP)
- Management of Regional Engineers
- Highway Safety Improvement Plan
- Public Works Equipment Collaborative
- Statewide Transportation Improvement Program (STIP/TIP)
- Regional Emergency Support Function RESF #14 Long Term Recovery Vice Chairman

Sarah Better, Financial/Office Manager:

- NHCOG accounts payable and receivable
- NHCOG financial management
- NHCOG office logistics
- DEMHS accounts payable and receivables
- Social Service payables and management
- Support services for all NHCOG work areas involving all staff as needed

ATTACHMENT B

2023-227 Draft Capital Plan
Constrained to Authorized Levels

FY 2023

0029-0104	2	COLEBROOK	Replace Br 05141 & Preserve Br 05146	4,848,302	3,878,642	3,878,642	0	BRZ	3	CN
0097-0095	US 44	NORFOLK	Replacement of Retaining Walls on US 44	29,900,000	6,980,000	1,000,000	5,980,000	STPR	3	CN
0149-0088	CT 45	WARREN	Repair Embankment on Lake Waramaug Brook	1,500,000	1,500,000	1,200,000	300,000	STPR	3	CN
0150-0136	Tunnel Road	WASHINGTON	Replace Br 05158 o/ Shepaug River	5,908,600	4,226,880	4,226,880	0	BRZ	3	CN
0162-0157	Case Avenue	WINCHESTER	Rehab Br 05127 o/ Mad River	2,600,000	2,080,000	2,080,000	0	BRZ	3	CN

FY 2024

0029-0104	Various	COLEBROOK	Replace Br 05141 & Preserve Br 05146	4,848,302	3,878,642	3,878,642	0	BRZ	3	CN
0097-0095	US 44	NORFOLK	Replacement of Retaining Walls on US 44	29,900,000	6,980,000	1,000,000	5,980,000	STPR	3	CN
0149-0088	CT 45	WARREN	Repair Embankment on Lake Waramaug Brook	1,500,000	1,500,000	1,200,000	300,000	STPR	3	CN
0150-0136	Tunnel Road	WASHINGTON	Replace Br 05158 o/ Shepaug River	5,908,600	4,226,880	4,226,880	0	BRZ	3	CN
0162-0157	Case Avenue	WINCHESTER	Rehab Br 05127 o/ Mad River	2,600,000	2,080,000	2,080,000	0	BRZ	3	CN

Northwestern Connecticut Legislative Breakfast

JANUARY 19 2023

7:30 a.m - Breakfast & Networking

8:00 a.m. - Legislative Meeting

EdAdvance
355 Goshen Road, Litchfield, CT

Our primary goal for this year's breakfast is to support and enhance local and regional dialog among community and elected leaders. In addition, we hope to develop a list of key policy issues that are of regional significance and have the potential to impact our communities. This will assist us in maintaining a focused and cohesive dialog with our senators and representatives throughout the legislative session.

Should you have any questions, contact Dr. Jeffrey Kitching, Executive Director at EdAdvance, at (860) 567-0863 or by email, kitching@edadvance.org.

Please RSVP to Carol Montory, Administrative Assistant to the Executive Director, by email montory@edadvance.org or phone (860) 567-0863, ext. 1114.

Northwest Connecticut CHAMBER OF COMMERCE Business Working Together

CAPSS

EdAdvance Educate • Collaborate • Innovate

NHCOG Northwest Hills Council of Governments

ATTACHMENT D

MINUTES OF THE NHCOG MEETING
December 8, 2022

Members or Representatives in Attendance:

Barkhamsted, Donald Stein
Canaan, Henry Todd
Cornwall, Gordon Ridgway (remote)
Hartland, Magi Winslow (remote)
Kent, Jean Speck (remote)
Morris, Tom Weik
Norfolk, Matt Riiska
Roxbury, Patrick Roy
Sharon, Brent Colley (absent)
Warren, Greg LaCava (remote)
Winchester, Josh Kelly
Burlington, Douglas Thompson (absent)
Colebrook, Christopher Johnstone (absent)
Goshen, Todd Carusillo
Harwinton, Michael Criss (remote)
Litchfield, Denise Raap
New Hartford, Dan Jerram
North Canaan, Charles Perotti
Salisbury, Curtis Rand (remote)
Torrington, Elinor Carbone (remote)
Washington, Jim Brinton (remote)

Others in Attendance: Leo Ghio, Rural Resource Coordinator, John Simoncelli, from Greenwoods Counseling, Mike Muszinski, from CCM (remote) and Besty Gara, from COST (remote), Daniel Davis and Tim Walberg ,Eversource, Sara Radacsi, CTDOT (remote)

NHCOG Staff: Robert Phillips, Kathryn Faraci, and Sarah Better

Call to Order - Chairman Todd called the meeting to order at 10:0AM.

Report of the Executive Director – Robert Phillips shared the significant roadblocks that have occurred with the 59 Field Street location due to changes in rental terms and location change within the building. There are currently two options, one is relocating to the glass building in Torrington or build out in the current location. Mr. Phillips stated that he looks forward to sharing the options and details at an Executive Meeting shortly.

Outlook for the Upcoming 2023 Legislative Session and Emerging Priorities – Mike Muszinski from CCM and Besty Gara shared that that they are currently in the process of developing the 2023 Legislative Platform for review and will be shared at the January 11th Town Hall meeting in Southington. Ms. Gara mentioned that there are 8 new Senators and 28 new State Representatives. Discussions included increasing municipal aid this session to help keep in pace with inflation and be able to release municipal aid in a timely manner. The Bond Commission just release the first installment of the Town Aid Road Program. Support investment in local infrastructure, local capital improvement program, clean water funding, and increase funding for local bridge improvements. COST is also looking into modifying school construction formulas to allow the use of

federal funding as a match, funding for improvements for schools' HVAC systems and increase transportation efforts for special education students. Also, allow for municipalities to have more control over their budgets by having more flexibility on the minimum budget requirement. They will also be looking at providing towns with alternative and stable revenue sources. They will be investigating the benefits of regionalism and coalition collective bargaining and increasing funding to the COGs. They will be reviewing at a 5 year rolling average to assess regional school districts. Allow towns to used closed schools for possible affordable housing. They would be proposed a sustainable solid waste management solution, addressing Broadband issues, contaminated soil concerns, and provide assistance to towns seeking transit-oriented development.

Potential Pooling of Opioid Settlement Funds – John Simoncelli provided a Powerpoint presentation on the Torrington Area Health District Overdose Information which shared the current state of the addiction crisis in the community and some suggestions as to how to collectively use the Opioid Settlement Funds. The presentation can be found of the NHCOG YouTube channel:
https://www.youtube.com/channel/UCY2NQVNTUHUZ2gzoGNUJIMw/videos

Report of the NHCOG Legislation Committee – Selectman Mike Criss provided information on various items of concern for the Northwest Hills region such as affordable utility costs, partnering with the State and support volunteer regionalization and affordable housing. Final list will be available for next month's meeting.

Economic Development Update – Selectman Stein provided an update that a meeting is planned in January 2023 to discuss the CEDS update and future funding allocation.

Transportation Planning Update – Rob Phillips provided a TRIP update along with an informational overview of the proposed FY2021 Statewide Transportation Improvement Plan amendment for Project 0150-0137 National Highway System Bridge Rehabilitation on US202 in Washington over the Shepaug River. This is a new project which will provide funding for Bridge 00906. The bridge was constructed in 1957 and reconstructed in 1988, it is currently listed in poor condition and requires rehabilitation. The reinforced concrete cast-in-place deck is driving the poor condition rating. Throughout the underside of the deck there are concrete repair patches, map cracking, deep spalling with exposed and debonded rebar, hollow areas, and heavy efflorescence at the deck ends. The superstructure is rated a 5 and is exhibiting significant rusting and section loss, especially at the beam ends, and needs to be addressed. The Preliminary Engineering phase includes a Preliminary Design/Final Design split. Selectman Weik made a motion to approve, and it was seconded by Selectman Jerram amendment was passed unanimously.

DEHMS Update – John Field, DEHMS Region 5 Coordinator provided an update on the cold weather protocol and Homeland Security Grant funding, self-assessments for schools, EMPG expenditures, MOA inventory and custodial ownership forms need to be submitted in a timely fashion. National Guard will be providing cyber security assessments. Contact is: Josh Pasay CT National Guard – Cyber Security LT mobile: (860)970-2747 and email: Joshua.pasay@t.gov.

Municipal Forum:
Barkhamsted – By March, Frontier will be providing 100 coverage for the Town. Selectman Stein is resigning from MIRA after 12 years of service. Town is looking to establish a burning ordinance due to issues within the Town and they are currently working on a few STEAP grants.

Morris – Selectman Weik stated that they received a $500,000 grant to reclaim and pave a roadway in town. They currently have two local bridge projects underway and are looking to submit a project under the new TRIPs program.

Roxbury – Selectman Roy voiced his concerns about Medic 4. Town will be pursuing TRIP monies and are currently working with Cardinal. Received LOCIP funds for computer upgrades.

Norfolk – Selectman Riiska stated that the town is still working on the major gasoline spill. Remediation continues. A ten-unit affordable housing building is being built. The Norfolk Foundation is developing a 5013c to take over Infinity Hall and up it up as Village Hall and will be leasing out space for a restaurant. The Town will be replacing a water main for current well system.

North Canaan – Selectman Perotti is looking at a reevaluation to drop the mill rate. They are also planning to submit a TRIPs project and are currently dealing with a chicken issue on Route 44,

Litchfield – Selectman Raap is looking into having non-residential users pay tipping fees for garbage. She will be serving as co-chair on the DEEP Increase Use and Recycle Program. Raap will be meeting with the DOT regarding the bridge construction on Route 202 and an alternative route plan. ARPA funding will be used for a section of the Shepaug Railway Greenway.

New Hartford – Selectman Jerram stated that the Town is looking to consolidate the Fire Department. A Town meeting was held to discuss the details of the burning ordinance. Also, discussions regarding tax abatements to develop local properties.

Goshen – Selectman Carusillo stated that the town is looking to fill a Social Worker position.

Winchester – Selectman Kelly stated that the Chief of Police is retiring. The Town is seeking grant opportunities to extend the Sue Grossman Greenway to downtown Winsted. They are currently meeting with developers for an RFQ for Bachelor's School.

Cornwall – Social services are provided in town to maintain local food pantry. The town is struggling to obtain information from Optimum regarding cabinets.

Salisbury – Selectman Rand stated that he is currently trying to resolve a solid waste issue. Salisbury Bank is merging, and the town is looking to update their inland wetland regulations.

<u>Administrative Items</u>

a) ACTION - Approval of Minutes from November 10, 2022. Motion to approve the minutes was made by Selectman Todd and second by Selectman Stein. Motion passed unanimously.
b) ACTION – Approval of Financial Statements for October. Motion was made by Selectman Todd and second by Selectman Stein. Motion passed unanimously.

<u>Other Business and Public Comment –</u> none
The meeting adjourned at 12:07pm

Respectfully submitted,

NHCOG staff

ATTACHMENT E

NORTHWEST HILLS COUNCIL OF GOVERNMENTS						
Nov-22						
	ORIGINAL	BUDGET	AMENDED	EXPENDED	EXPENDED	
OVERHEAD COSTS	BUDGET	AMENDMENTS	BUDGET	THIS MONTH	TO DATE	UNEXPENDED
Audit (Fiscal Services)	10,800				0.00	10,800.00
Cleaning Service/MSW Disposal	2,000			180.00	795.00	1,205.00
Dues, Subscript., Publications	3,000				474.00	2,526.00
Insurance (Bonds/Office/Property)	15,000	3,028.00	18,028.00		18,028.00	-
Miscellaneous	3,500				1,430.58	2,069.42
Office Supplies	2,500			592.48	1,697.13	802.87
Postage	700				11.60	688.40
Printing Services/Repro.	1,000				0.00	1,000.00
Rent	34,028			2,099.00	12,594.00	21,434.00
Equip. Maintenance, Repairs	5,000			956.25	4,108.98	891.02
Telephone, Computer, Fax & Internet	5,500			265.80	3,149.19	2,350.81
Travel & conference	6,000			1,840.63	3,356.89	2,643.11
Utilities	7,500			730.24	1,592.52	5,907.48
Contingency	5,000	3028			0.00	1,972.00
STAFFING						
Salaries	374,450			31,204.16	156,149.00	218,301.00
Employee Benefits	102,307			6,638.20	33,691.00	68,616.00
Payroll Expenses	30,477			2,530.01	12,657.52	17,819.48
CONSULTANTS & OTHER SERVICES						
Transit Planning - NWCTD **	15,000				0.00	15,000.00
Regional Engineer (LOTCIP)*	1,002				0.00	1,002.00
Regional Transportation Planning**	1				0.00	1.00
Housatonic River Commission	1,330				0.00	1,330.00
EDA Planning Partnership	20,000				0.00	20,000.00
Consultant Contingency **/ Other	8,834				0.00	-
CAPITAL AND NON-REOCURRING						
Medical Deductible Contingency	-				0.00	-
Equipment	1				0.00	1.00
OPERATING BUDGET SUB TOTAL	654,930	6,056.00	660,986.00	47,036.77	249,735.41	411,250.59
Passthrough***				44,644.13	291,024.44	
TOTAL				91,680.90	540,759.85	
Revenue Received This Month	322,199.72					
Revenue Received To Date**	873,061.05		Revenue Received to Date		873,061.05	
Balance of Awarded Revenue	104,785.45		Expended to Date		540,759.85	
Total Revenue	977,846.50		Operating Account Balance		332,301.20	
Note: There are separate checking/savings accounts for: NW Hills Fuel Bank, Prescription Assistance Program, Public Works, N2N						
*Carryover from FY 21-22 for defined purposes.						
**Includes FY 21-22 carryover						
***Passthrough includes: DEMHS, CERT, Geer, HHW, HRC						

NORTHWEST HILLS COUNCIL OF GOVERNMENTS

Nov-22

	ORIGINAL BUDGET	BUDGET AMENDMENTS	AMENDED BUDGET	RECEIVED THIS MONTH	RECEIVED TO DATE	NOT RECEIVED
INCOME						
Regional Service Grant (OPM-SGIA)	262,002.00			262,002.04	262,002.04	-0.04
ConnDOT Transportation (HPR)	135,000.00				0.00	135,000.00
ConnDOT Transit	23,625.00				0.00	23,625.00
ConnDOT LOTCIP	12,500.00				0.00	12,500.00
ConnDOT RITS	10,000.00				24,999.00	-14,999.00
Municipal (Local) Dues	89,860.00				81,157.60	8,702.40
Town Fee for Service	1.00				0.00	1.00
Regional Housing Council Dues	1.00				0.00	1.00
Housatonic River Commission Dues	2,800.00				0.00	2,800.00
Foundation For Community Health	7,290.00				0.00	7,290.00
N2N (Berkshire Taconic)	1,500.00				0.00	1,500.00
DEMHS Region 5 Coordination by COG	12,000.00				2,000.00	10,000.00
DEMHS Region 5 Fiduciary	23,000.00				0.00	23,000.00
Natural Hazard Mitigation Plan - DEMHS					0.00	0.00
Department of Housing	1.00				0.00	1.00
EDA-Partnership Planing	60,000.00				30,000.00	30,000.00
EDA-CARE**					149,307.36	-149,307.36
Miscellaneous	200.00				625.00	-425.00
Bank Interest	150.00			9.92	53.55	96.45
Previous Year Accounts Receivable					0.00	0.00
Carryover funds FY 21/22	15,000.00				0.00	15,000.00
OPERATING BUDGET SUB TOTAL	654,930.00	0.00	654,930.00	262,011.96	550,144.55	104,785.45
Passthrough****				60,187.76	149,547.56	
TOTAL				322,199.72	699,692.11	
			TSB Certificate of Deposit #1		48,071.98	
			TSB Certificate of Deposit #2		48,336.37	
			TSB Certificate of Deposit #3		60,813.90	
			NCB Certificate of Deposit		217,838.12	
			STIF NHCOG General Fund		359,325.19	
****Passthrough includes: DEMHS, CERT, Geer, HHW, HRC			Total Rainy Day Funds		734,385.56	