



NOTICE OF REGULAR MONTHLY MEETING

DATE: Thursday, October 12, 2023
TIME: 10:00 AM – 12:00 PM
LOCATION: NHCOC Office, 355 Goshen Road (EdAdvance), Litchfield, CT 06759 (Check in at the front desk – Room 121)

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 Recognition of Honorable Years of Public Service as Chief Administrative Officers of their Respective Municipalities and Membership on the Board; **Henry Todd, Falls Village (Canaan), Don Stein, Barkhamsted, Charlie Perotti, Canaan (North Canaan), Brent Colley, Sharon, Jean Speck, Kent, and Chris Johnstone, Colebrook and Winchester/Winsted Town Manager, Josh Kelly.**
- 10:15 AM Report of the Executive Director, **Rob Phillips, NHCOC**
- Regional Service Grant (RSG) FY22-23 Annual Report (*Attachment A*)
 - Household Hazardous Waste Collection Day – Oct 28th at Torrington Water Pollution Control – Bogue Road.
 - Potential November NHCOC Board Meeting Cancellation/Postponement Due to Municipal Elections
 - Legislative Committee Formation – 2024 Short Session of the GA
- 10:25 AM Welcome to EdAdvance Facility, Recent Activities and Program Updates at EDAdvance, **Dr. Jeffrey C. Kitching, Executive Director**
- 10:30 AM Rural Health Network and Regional Opioid Response Fund (RORF) Update, **Leo Ghio, Health Network Director**
- 10:35 AM Recognition to Emily Hultquist in her next Professional Endeavor/Community and Economic Development Update, **Emily Hultquist, Deputy Director**
- 10:45 AM DEMHS Update, **John Field, DEMHS Region 5 Coordinator**

****OPTIONAL LUNCH FOR MEMBERS TO FOLLOW****

10:55 AM **Municipal Forum:** Information Sharing Round Table

11:55 AM Administrative Items:

- a) **ACTION** - Approval of the Regular Meeting Minutes for the September 14, 2023 Regular Meeting (*Attachment B*)
- b) **ACTION** - Approval of Financial Statement (*Attachment C*)
- c) **ACTION** - Approval of Memorandum of Understanding for COG Collaboration on the 2023 Homeland Security Grant Program (HSGP) Award (*To Be Provided*)

12:00 PM Other Business as Raised by Members and Adjournment.

****OPTIONAL LUNCH FOR MEMBERS TO FOLLOW****

ATTACHMENT A



ANNUAL REPORT

SUBMITTED TO THE CT OFFICE OF POLICY AND MANAGEMENT (OPM)

October 1st, 2023

www.northwesthillscog.org



October 1, 2023

To: Secretary of the CT Office of Policy and Management and the Joint Standing Committee of the CT General Assembly:

The Northwest Hills Council of Governments is pleased to submit this Annual Report of our activities for the 2022-2023 fiscal year for your review. The preparation of this Annual Report is in response to CGS Sec.4-66r (2018 Supplement) which requests information on the following:

- A description of regional goals, programs and projects currently being provided or pursued.
- A summary of the expenditure of the Regional Service Grant funds.
- A review of COG performance of regional programs, projects, and initiatives relative to its initial goals and objectives.
- An assessment of existing services provided by member towns or by the state that, in the opinion of the NHCOCG, could be more effectively or efficiently provided on a regional basis.
- Recommendations for legislative action concerning potential impediments to the regionalization of services.

As you will see in the following pages, an extensive amount of work was performed by the NHCOCG on behalf of our member towns. The NHCOCG provides the only forum for the region's chief elected officials to meet on a regular basis and discuss issues in municipal management, oversee existing regional programs, and explore additional opportunities to enhance regional cooperation. The NHCOCG's work program includes activities in both regional planning and regional service delivery to enhance local government efficiency.

We appreciate the continued support of OPM and the General Assembly as we pursue continued progress in the years ahead serving the needs of our member towns and regional citizens.

Sincerely,

Robert Phillips

Robert A Phillips, AICP
Executive Director

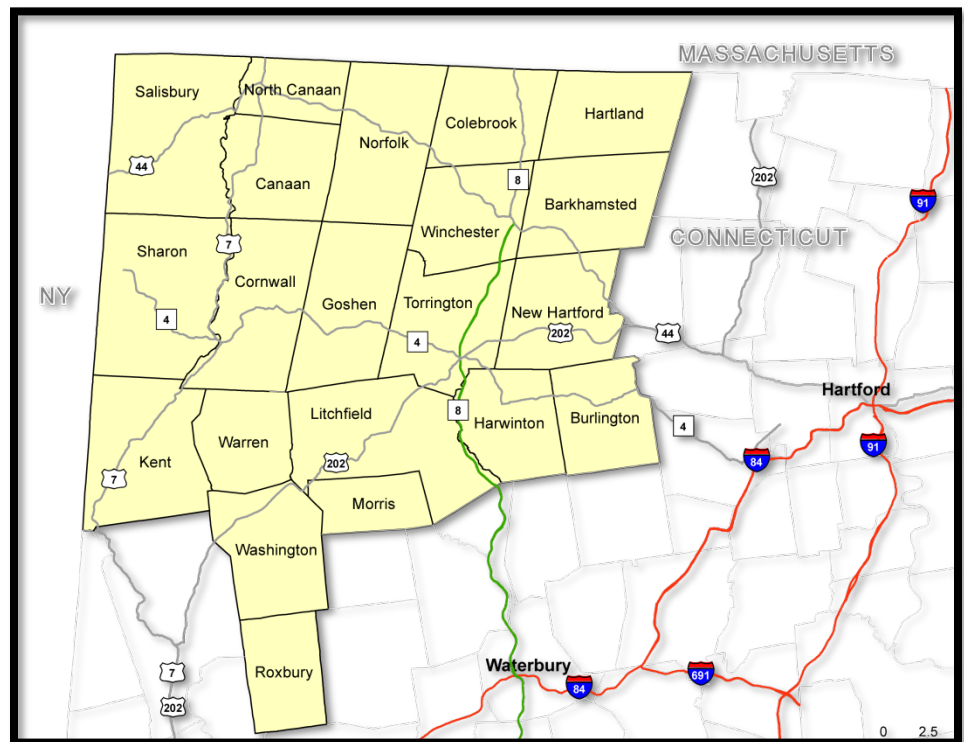
Henry W. Todd

Henry Todd
Chairperson

1. NHCOG OVERVIEW

The Northwest Hills Council of Governments (NHCOG) is a coordinating body for chief elected officials maintained by twenty-one municipalities in northwest Connecticut. The twenty-one (21) member towns are as follows:

- Barkhamsted
- Burlington
- Canaan
- Colebrook
- Cornwall
- Goshen
- Hartland
- Harwinton
- Kent
- Litchfield
- Morris
- New Hartford
- Norfolk
- North Canaan
- Roxbury
- Salisbury
- Sharon
- Torrington
- Warren
- Washington
- Winchester



The Northwest Hills Region is a predominately rural region with the City of Torrington serving as the regional center. Our region covers 785 square miles and has a total population of 113,234 (2022 CT DPH Estimate). Our municipalities range in size from 1,081 residents (Town of Canaan) to 35,563 residents (City of Torrington). Our region also has a significant percentage of seasonal or weekend residents and second homes, many of which are not captured in the DPH estimates or national Census figures.

NHCOG MISSION

NHCOG's mission is to make Northwest Connecticut a better place to live, do business, and visit by providing a forum for local officials to discuss issues of intermunicipal concern, promote

regional cooperation, and direct various regional initiatives to enhance government planning, efficiency, and service delivery.

The NHCOC employed a staff of four during FY22-23, and maintained an office in Goshen, Connecticut. During the FY the organization continued to educate two new employees on all regional services in a period of general reorganization.

NHCOC STAFF DURING FY22-23

Robert A Phillips Executive Director	Emily Hultquist Deputy Director/Community & Economic Development	Kathryn Faraci Director of Transportation	Sarah Better Program Manager
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2. REGIONAL GOALS, PROGRAMS, AND PROJECTS

Below is a description of the established goals for the NHCOC and the programs and projects the NHCOC implemented during FY 2022-2023 to help meet those goals in the NHCOC region.

Goal 1: To share information and resources with and between our 21 member towns to enhance government planning, efficiency, and service delivery.

Outcomes:

- Organized, facilitated, & hosted **13 meetings of the NHCOC** to discuss issues in municipal management, oversee existing COG programs, and explore new opportunities for regional cooperation. Meetings transitioned from Hybrid to In-Person during the fiscal year.
- Attended quarterly **meetings of the NWCT Regional Housing Council**.
- Organized, facilitated, & hosted **2 meetings of the Regional Road Supervisors Association**.
- Coordinated the **Public Works Equipment Cooperative**, sharing 11 pieces of equipment between 21 towns.
- Updated **NHCOC website** and social media with news, information, and reports as they became available.
- Coordinated regional **Geographic Information Systems (GIS)** planning offered and/or facilitated through the NHCOC to assist the **State's Annual Parcel & CAMA update**.
- Responded and assisted member municipalities with local **planning and policy inquiries** to **improve and create efficiencies** across the region.

Goal 2: To coordinate State, local, and regional land use planning efforts.

Outcomes:

- Reviewed and responded to **referrals** of local zoning regulation and POCD changes from member towns and neighboring towns as statutorily required to assure that proposed changes are consistent with regional and state plans and do not adversely impact neighboring towns.
- Facilitated **2 "5th Thursdays" forums for land use commission members** to bring information to our commissions on planning & zoning topics of common interest, get local input on the development of regional plans, and provide a forum for the sharing of information between towns. Topics this year included planning & zoning for housing and new legislation effecting planning & zoning.
- Pursued implementation of the **Regional Plan of Conservation & Development**.

- Provided technical assistance to the **Housatonic River Commission (HRC)** as needed, including administration of applications submitted for advisory review from member municipal land use commissions.
- Began process of becoming the **Fiduciary of the recent Wild and Scenic designation of a section of the Housatonic River** working with the HRC. Projects associated with this riparian management will focus on land use impacts and other land management initiatives to protect this valuable resource.
- Facilitated the implementation of **SustainableCT** initiatives and resiliency planning, including oversight of a summer fellow.

Goal 3: To facilitate transportation planning in the region.

Outcomes:

- Pursued implementation of **Regional Transportation Plan (RTP)** and **Regional Transportation Safety Plan**. With new staffing increases, began discussions of an internal update to the RTP.
- Assisted the **Northwestern CT Transit District** with funding advances and logistics with their reorganization and vehicle acquisitions.
- Began holding periodic Rural Independent Transportation System (**RITS**) **Coordination Meetings** to problem solve and provide for efficiency/service improvements in the region, along with coordination with DOT on delays in funding / new vehicle needs for Northwestern CT Transit and other providers.
- Administered the NHCOC's solicitation of projects for the new CTDOT **Transportation Rural Improvement Program (TRIP)** and promoted projects for funding as outlined in the RTP and other planning documents.
- Continued administration of the successful **Local Transportation Capital Improvement Program (LOTICIP)** and participation in the **STP-R (Rural Collector Program)**.
- Administered the region's **Municipal Matching Grant Program** which provides transportation services for the elderly and people with disabilities.

Goal 4: To facilitate emergency management planning in the region.

Outcomes:

- Served as **Fiduciary/Oversight Agent for DEMHS Region 5** in programming and coordinating the expenditure of Homeland Security Grant funds. Organized the agenda for meetings of the Regional Emergency Planning Team, Steering Committee and Emergency Support Function Chairs along with oversight of the Region's Special Projects Coordinator.
- Pursued the timeliness of grant deliverable reimbursements covering **four (4) FEMA sub-grant year spending plans** during a time of DEMHS reorganization.

Goal 5: To coordinate economic development efforts in the region and implement the region’s Comprehensive Economic Development Strategy (CEDS).

Outcomes:

- Continued to coordinate efforts to implement the region’s CEDS including administration of **EDA Partnership Planning** grant funds and **EDA CARES Act supplemental funding**. Applied for YEAR-2 funds in 3-YEAR award of EDA Partnership in Planning funding.
- Initiated the process for **reviewing and updating the 5-year regional CEDS plan** set to expire at the end of calendar year 2023.
- Supported the **Rural Broadband** initiative by assisting in developing a coalition of communities to address broadband needs through monitoring and potentially leveraging funding from the state and federal government.

Goal 6: Provide cost efficient, regionally coordinated services.

Outcomes:

- Coordinated **2 Household Hazardous Waste Collection events in the region.**
- Administered the distribution of approximately **\$40,000 in prescription assistance funding** (9 towns) in cooperation with the Foundation for Community Health.
- Administered the **Neighbor-to-Neighbor Program** in cooperation with the Berkshire Taconic Community Foundation.
- Facilitated the **cost-effective purchase** of treated road salt, plow blades, and crack sealing services for member towns through the **Northwest Hills Cooperative Purchase Program** and the Capitol Region Purchasing Council (CRPC).

3. EXPENDITURES & FUNDING

REGIONAL SERVICE GRANT EXPENDITURES FOR FY 2022-2023

The information below summarizes the expenditure of FY 2022-2023 Regional Service Grant during a time of staffing loss, rehiring, and overall organizational transition:

NHCOG Personnel:	\$127,748
Indirect Costs:	\$132,754
Direct Purchases:	\$0
Contractors:	\$1,500.00
TOTAL NHCOG EXPENDITURE:	\$262,002
2023 Regional Service Grant:	\$262,002
Unspent Funds:	\$0.00

4. NHCOG ACHIEVEMENT OF INITIAL GOALS AND PROJECTS

NHCOG successfully completed virtually all tasks that were proposed under the FY 2022-2023 Regional Services Grant. Section 2 of this report further describes the completion of each of the tasks. NHCOG staff undertook several additional initiatives during FY 2022-2023 including:

- Established a **Regional Rural Health Resources Network** which included:
 - Implemented a weekly regional Health and Human Services **newsletter** (listserv of about 140).
 - Developed a Regional Health and Human Services **Resource Map** – located on NHCOG website.
 - **Re-convened RITS providers and implemented program changes** after finding inefficiencies.
 - **Established a Regional Opioid Response Fund** utilizing National Opioid Settlement Funds to Member Municipalities – 11 Towns participating.
 - Applied for and received a \$15,000 grant from FCH to **increase NHCOG services capacity**.
 - Applied for \$1.2 Million from the Health Services and Resources Administration Rural Health Network Development grant to **establish a regional mental health network** (funding received for FY 23/24 through FY 26/27) ****FIRST TIME** an organization in CT has received this funding**.
 - Applied for and received \$46,400 from Northwest CT Community Foundation to continue the **annual Produce Rx program**, which provides 16 weeks of fresh fruits and vegetables to families in the greater Torrington and Winsted areas.
 - **Added 9 eligible towns** in the region to the NYU Langone’s [City Health Dashboard](#), allowing access to health and health driver metrics at a local level.
 - Convened a **regional human service worker educational conference** with 80 attendees.
- Continued to pursue a system of coordinated local and **regional websites** for residents and visitors to discover events, job opportunities, and hiking trails in the region through DiscoverLitchfieldHills.com
- Provided daily access to technical assistance to our region’s smaller towns that do not have professional planning staff on a variety of issues.

5. ASSESSMENT OF EXISTING LOCAL AND STATE SERVICES WITH POTENTIAL FOR REGIONAL SERVICE DELIVERY

The NHCOG has conducted surveys in recent years to gauge the level of interest in pursuing additional service sharing opportunities in the region. While the NHCOG is very receptive to exploring such new opportunities, it is important to recognize that the Northwest Hills Region has already regionalized several governmental services. These include:

- regional health district,
- regional Public Safety Answering Point,

- regional school districts,
- regional transit district,
- regional housing council,
- regional economic development district,
- regional public works equipment cooperative,
- regional cooperative purchase program,
- regional Chamber of Commerce,
- regional conservation district,
- regional watershed protection organizations,
- regional emergency planning team,
- regional approach to transportation, land use and natural hazard mitigation planning,
- regional non-emergency medical transportation through the Region’s RITS program,
- regional Rural Health Resources Network establishment.

The NHCOG is actively pursuing or supporting and promoting the following new regional service delivery projects:

- regional high-speed fiber optic broadband service
- regional GIS services
- regional food hub
- regional community website through DiscoverLitchfieldHills.com
- regional grant writing assistance
- regional shared building/zoning/wetlands enforcement agreements between towns

6. RECOMMENDATIONS FOR LEGISLATIVE ACTION CONCERNING POTENTIAL IMPEDIMENTS TO THE REGIONALIZATION OF SERVICES

1. One of the most significant impediments to the regionalization of services is the lack of start-up capital. Funding of the Regional Performance Incentive Grant (RPIG) by the legislature in previous years provided an excellent source of funding to implement new regional initiatives that required a capital purchase. The NHCOG utilized this funding source to purchase several pieces of public works equipment for implementation of the region’s successful “Public Works Equipment Cooperative, or PWEC”. This program saves the town’s money on equipment rental costs and includes a capital replacement schedule so that the program can be self-sustaining. The program would not have been possible without the start-up funding provided by the RPIG. We are hopeful that this, or additional, sources of funding can be restored/maintained so that additional regional

projects can be implemented such as the additional purchases of public works equipment as needed, or most importantly replacement purchases to maintain an effective fleet of equipment. Similarly, the Inter-local Capital Equipment (ICE) program was extremely helpful in promoting and enabling the cost-effective purchasing and sharing of municipal public works equipment when this funding was made available to towns. Restoring/maintaining funding to this helpful program would be very beneficial to the towns in the region and the COG's PWEC.

2. In addition, the future of solid waste removal and related source-reduction solutions for local governments remain paramount. NHCOG requests continued leadership and guidance at the state level to assist our rural towns in navigating and resolving this very significant problem.
3. Lastly, rural broadband connectivity has been identified as a major "utility" need in the region. This access, bandwidth and speed capability are crucial to student education, economic development, quality of life and communication in the ever-increasing network of digital connectivity in today's world. Support and funding sources are key to bridging the gap between private investment interest and the total cost to service "the last mile" in the region. Continued state support for the actual planning and implementation of such a utility remains critical.

ATTACHMENT B



MINUTES OF THE NHCOC MEETING September 14, 2023

Members or Representatives in Attendance:

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

Others in Attendance: Grayson Wright, DOT, Kevin Pisacich, DEEP, John Field, DEHMS Region 5 Coordinator

NHCOC Staff: Emily Hultquist, Kathryn Faraci, Sarah Better, and Leo Ghio

Call to Order - Chairman Todd called the meeting to order at 10:02 AM.

Public Comment - none

Report of Executive Director - Robert Phillips shared information on the Household Hazardous Waste Collection Day - October 28th at the Torrington Water Pollution Control in Harwinton. NHCOC Policy and Procedures, as well as the NHCOC Bylaws, will be shared with the Executive Team within the next few weeks.

Update on the ARPA Capital Projects Fund - Connected Communities Grant Program and the IJJA Broadband Equity, Access, and Deployment (BREAD) Program - Kevin Pisacich, Director of the Office of Telecommunications and, Broadband at DEEP, provided a presentation on an overview of state agencies' roles in Broadband. Questions can be sent to DEEP.Broadbandct.gov. The full PowerPoint presentation can be found on YouTube - <https://www.youtube.com/watch?v=T-Kb7xGv8GA>

Updates from the Center for Housing Opportunity-Litchfield County - Jocelyn Ayer, Director provided an update on Litchfield County shared staffing and capacity building for housing non-profits. The full PowerPoint presentation can be found on YouTube - <https://www.youtube.com/watch?v=T-Kb7xGv8GA>

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Transportation Planning Update – Kathryn Faraci shared information on proposed 2025-2028 STIP amendments for the replacement of Retaining Walls on Route 44 in Norfolk project 0097-0095 Norfolk Replacement of Retaining Walls on Route 44 and project 0174-0471 Replacement of Traffic Control Signals at Various Locations in District 4 of which Kent is a project location. Motioned was made to approve the STIP by Selectman Jerram and second by Selectman Carusillo. Motion passed unanimously. Kathryn provided an update on the Transportation Rural Improvement sharing that the DOT has not yet finalized the grant awards. They had trouble securing resources for engineering reviews and this process has taken longer than expected. They plan to have the applications submitted to the front office for approval in early/mid-October. DOT requested \$10 million for FY2024 in the September bond commission for this program so, when awards are made for this fiscal year, funding will be in place. Robert Phillips provided an update on the recent Road Supervisor’s meeting, the Public Works Equipment Collaborative, and Morton Salt agreement. Sarah Better provided a brief overview of the new form for equipment rentals.

Community and Economic Development Update – General updates were given regarding the CEDS process and the fact that EDA is requiring a resolution on the management authority for the Partnership for Planning grants between NWCT EDC and NHCOC. Year – 2 funding depends on this formal designation. It is a lengthy process and it is underway. This update and other information can be found on the following video link - <https://www.youtube.com/watch?v=T-Kb7xGv8GA>

DEMHS Update – John Field shared that they just went through a PDA process and went to FEMA to see if they would qualify for assistance. However, they did meet the county threshold but, not meet the state threshold. DEMHS is not warehousing the COVID test kits. Hazard Mitigation Plan update is underway. The LEAOPs for the EMPGs are due January 1, 2024. Drill logs are due July 1, 2024. The Governor’s annual exercise for EPPI will be on October 14th and October 18th. Participation is only required for one day.

Municipal Forum

Winchester – Josh Kelly shared he will be leaving his role as Town Manager. The name of the future NHCOC meeting representative is Robert Kieger. The town is currently in the process of searching for a new Town Manager. The city is currently working with the local housing group in moving forward with lease to sale opportunities within an elementary school building in town.

Barkhamsted – Selectman Stein shared he will not be running for another term. The town received a grant from the Community Foundation to connect two state forests in town. They also will be looking into joining the purchasing council.

Litchfield – Selectwoman Rapp mentioned that they are working on creating a new regional school system and on the 250-year celebration in 2026. The courthouse project is moving forward and should be complete in approximately 15 months.

Morris – Selectman Weik shared that a paving project on East Shore Road will be conducted along Bantam Lake utilizing a STEEP grant. They completed a HVAC project in the firehouse using ARPA funding.

Norfolk – Selectman Riiska shared that the town is still working on the gas spill and flooding damage. He praised the emergency response teams for their assistance in a structure fire in town.

Salisbury – Selectman Rand shared that there will be 100 units of affordable housing constructed and bridge work will be conducted in the next several months.

ATTACHMENT B

North Canaan – Selectman Perrotti mentioned that he will not be running for another term. The town is installing a new EV charging station. The Community Health and Wellness will be up and running in January.

Burlington – Selectman Thompson shared that the town is looking to purchase a new fire pumper with ARPA funds.

Canaan – Selectman Todd mentioned that he will not be running for another term. The town has sold the old firehouse and will be reconstructing it for a gym and health center.

Goshen – Selectman Carusillo shared that he is running unopposed. They are currently working on the rollout of the Goshen Fair. The town has hired a blasting company for the creation of a new subdivision.

Colebrook – Selectman Johnson stated he will not be running for another term. Also, three bridge projects are in progress. Almost every dirt road has been washed out and efforts to address this are underway.

New Hartford – Selectman Jerram shared that the sale of the town's water and sewer system and the town will use some of the proceeds for sewer installation. There are plans to consolidate two of three of the town's fire departments. There will be 300 units of affordable housing constructed near the Canton town line. ARPA funds are being used to construct a pickle ball/basketball court.

Torrington – Mayor Carbone shared that the Bogue Road bridge installation is complete. Since this bridge installation is the first of its kind in Connecticut, the town will be conducting a press conference with O&G in the near future. There was a ribbon cutting ceremony for the new animal control facility in town. The city received a BAR grant for the best reuse of property near Migeon Avenue. The Mayor is working on appointing a fair rent commission.

Kent – Selectwoman Speck shared that she will not be running for another term. She is currently in the process of succession planning. Phase II of the streetscape project is underway. Compost station was launched in July. A new playground, multi-generational basketball court and splash pad is proposed for construction. After approval from OSTA, speed limits will be lowered as traffic enters the center of town.

Cornwall – Selectman Ridgeway shared that the town is keeping the delivery room open in the Sharon Hospital and they just completed a composting application.

Administrative Items

- a) **ACTION** - Approval of Meeting Minutes for July 13th, 2023. Regular Meeting and the August 23rd, 2023, Special Meeting, Selectman Stein made the motion to approve and seconded by Selectman Weik. Motion passed with one abstention.
- b) **ACTION** - Approval of Financial Statement for June, Selectman Stein made the motion to approve and seconded by Selectman Weik. Motion passed unanimously.
- c) **ACTION** - Approval of Endorsement of State OSWA Grant Applications. Selectman Weik made the motion to approve and was seconded by Selectman Perotti. Motion passed unanimously:
 - Litchfield Land Trust for Preservation of 104.84 acres off Rt 202 on Fern Ave in Litchfield
 - Warren Land Trust for Preservation of 36-acre parcel for additional property for the Wyantnock State Forest.
 - Northwest CT Land Conservancy for Preservation of Middle Farm, 670 acres containing many critical natural resources including over 1 mile of Bantam River.

ATTACHMENT B

- Town of Salisbury for Preservation of 97 acres of forest and ridgeline overlooking Salisbury's Twin Lakes.
 - Town of Winchester for Preservation of 508 acres of scenic ridgeline and forest between Route 800 and East Wakefield Blvd.
- d) **ACTION** - Approval of State Reconnecting Communities and Neighborhoods Pilot 2023 Grant (USDOT) – Town of Winchester Main Street Corridor Study and Redesign: \$320,00 grant request (with an \$80,000 match for \$400,000 project total) for a study and redesign of Winsted's Main Street. Selectman Stein made the motion to approve and seconded by Selectwoman Rapp. Motion passed unanimously.
- e) **ACTION** - Approval of State Brownfield Assessment-Only Round 18 – Town of Winchester Municipally-Owned Brownfield Assessment Funds (Amount TBD) to assess 189 Rowley Street (PW Garage) and 3 Meadow (Municipal Parking Lot). Selectman Stein made the motion to approve and seconded by Selectwoman Rapp. Motion passed unanimously.

Other Business - none

The meeting adjourned at 12:11pm

Respectfully submitted,

NHCOG staff

ATTACHMENT C

NHCOG			
FINANCIAL REPORT			
AUGUST 2023 YEAR TO DATE - ACCRUAL BASIS			
		NHCOG	
	YTD	BUDGET	% Budget used
		<u>FY 2023-2024</u>	
OPERATING INCOME			
Regional Service Grant	488,098	\$ 488,098	100%
ConnDOT SPR and Federal Transit		\$ 322,128	0%
RITS		\$ 10,000	0%
LOTICIP		\$ 7,500	0%
DEMHS	27,603	\$ 56,000	49%
HRSA Grant	23,518	\$ 145,758	16%
HRC Grant		\$ 1,470	0%
EDA Partnership		\$ 10,000	0%
Housatonic River Wild and Scenic NPS Fiduciary		\$ 13,500	0%
Found for Com Health-Rx Assist		\$ 3,000	0%
Bershire Taconic N2N		\$ 1,500	0%
Building Healthier Communities Produce Rx Pro	1,756	\$ 1,756	100%
Local Dues	54,026	\$ 54,026	100%
Pass through Revenue	35,792	\$ 928,350	4%
	\$ 630,793	\$ 2,043,086	
STAFFING			
Salaries - Direct	83,099	\$ 671,596	12%
Employee Benefits (Fringe & PTO) and Payroll Expenses	26,115	\$ 329,357	8%
Staffing Subtotal	\$ 109,214	\$ 1,000,953	11%
OVERHEAD COSTS			
Audit (Fiscal Services)	2,100	\$ 19,000	11%
Bonds/Property Insurance	16,826	\$ 19,000	89%
Dues, Subscriptions, Publications	616	\$ 3,000	21%
Equipment Maintenance	773	\$ 5,000	15%
Office Supplies	195	\$ 3,000	7%
Postage	176	\$ 250	70%
Printing Services, Reproduction	-	\$ 1,000	0%
Rent	4,282	\$ 25,692	17%
Utilities	948	\$ 6,000	16%
Telephone, Computers & Internet	1,247	\$ 7,000	18%
Cleaning Service/MSW Disposal	180	\$ 2,000	9%
Travel & Conferences	212	\$ 8,000	3%
Miscellaneous	476	\$ 3,500	14%
Contingency	7,198	\$ 5,000	144%
Overhead Subtotal	\$ 35,230	\$ 107,442	33%
Passthrough Expenditures (Contractual)	85,908	\$ 928,350	9%
CAPITAL AND NON-RECURRING			
Equipment (computers, furniture, hardware, etc)	-	\$ 6,341	0%
Capital and Non-reoccurring Subtotal	\$ -	\$ 6,341	
TOTAL EXPENDITURES	\$ 230,352	\$ 2,043,086	
NET	\$ 400,441	\$ -	
Bank Accounts-Balance 8/31/2023			
Certificate of Deposit #1-6996	48,152		
Certificate of Deposit #2-2036	48,463		
Certificate of Deposit #3-0783	61,037		
Certificate of Deposit NWCB	220,456		
STIF - NHCOG General Fund	374,539		
TSB Checking	202,047		
Total Bank Accounts	954,694		
Statement of Cash Flows			
July - August, 2023			
	Total		
OPERATING ACTIVITIES			
Net Income	400,441		
Adjustments to reconcile Net Income to Net Cash provided by operations:			
FY24 revenues not received yet	(317,434)		
Expenditures paid related to FY23	(137,409)		
Net change in Passthrough	43,644		
Total Adjustments to reconcile Net Income to Net Cash provided by operations:			
	(411,199)		
Net cash provided by operating activities	(10,757)		
Net cash increase for period	(10,757)		
Cash at beginning of period	965,452		
Cash at end of period	954,694		