



NOTICE OF REGULAR MONTHLY MEETING

Leave today's meeting with:

- ***A strong understanding of the status of Municipal Solid Waste (MSW) and how to take a regional approach to developing a solution.***
- ***Next Steps on the Comprehensive Economic Development Strategy (CEDS) update for the Region and understanding of how and why your projects can be included in the plan.***

DATE: Thursday, December 14, 2023
TIME: 10:00 AM – 11:45 AM
LOCATION: NHCOCG Office, 355 Goshen Road (EdAdvance Bld), Litchfield, CT 06759
(Check-in at the front desk)

AGENDA

(Chairman VACANT; Vice Chairman Mike Criss; Secretary VACANT; Treasurer Tom Weik)

- 10:00 AM Call to Order and Opportunity for Public Comment **Mike Criss, Vice Chairman.**
- 10:05 AM Welcome to new Board Members; **Nick Lukiwsky, Barkhamsted; Dave Barger, Falls Village; Bradley Bremer, Colebrook; Marty Lindenmayer, Kent; Brian Ohler, North Canaan; and Casey Flanagan, Sharon.** Bob Geiger is the interim Town Manager for Winsted.
- 10:10 AM **ACTION** – Nominations (accepted from the floor) and Election of NHCOCG **Chairman, Secretary and At-Large Member** for Unexpired Terms in FY 2023-2024. **Lead by the Executive Committee: Mike Criss, Vice-Chairman; Tom Weik, Treasurer; and Dan Jerram, At-Large.**
- 10:15 AM Report of the Executive Director, **Rob Phillips**
- RECAP - Household Hazardous Waste Collection Day – Oct 28th. Pricing. Next Event.
 - **ACTION** - Appointment of the 2024 Legislative Committee
 - Breakfast with Chamber and Area Legislators

****HOLIDAY LUNCH FOR MEMBERS TO FOLLOW****

- ED Activity Log – October to December (*to be provided*)

10:20 AM NHCOG Staff Introductions, Areas of Primary Responsibility and Updates; **Rista Malanca, the new Director of Community and Economic Development; Kathryn Faraci, Director of Transportation; Leo Ghio, Health Network Director; Sarah Better, Program Manager; and Jean Speck, the new Senior Regional Planner.**

- **ACTION** – Approval of Recommended Members to the Northwest CT Economic Development Collaborative (NWCT EDC) Special Committee Including NHCOG Representative Members (4) (*Attachment A*)
- **ACTION** – Appointment of the Recommended Slate of NWCT EDC Members to the NWCT EDC Executive Committee (*Attachment A*)
- **ACTION** - STIP Amendment Approval – Intersection Improvements and Sidewalk Installation at Routes CT109 and CT61 in Morris (*Attachment B*)

11:05 AM Status and Objectives of the MIRA Dissolution Authority and the Future Disposition of Transfer Stations. **Mark T. Daley, President & CFO, MIRA Dissolution Authority (formerly the Materials Innovation and Recycling Authority)**

- **ACTION** - Formation of a MSW Special Committee

11:30 AM DEMHS Update, **Henry Paszczuk, DEMHS Region 5**

11:40 AM Administrative Items:

- ACTION** - Approval of the Regular Meeting Minutes for the October 12, 2023 Regular Meeting (*Attachment C*)
- ACTION** - Approval of Financial Statements for September and October (*Attachment D*)
- ACTION** – Approval of 2024 and January 2025 NHCOG Meeting Schedule (*Attachment E*)
- ACTION** - Resolution to support EMPG Regional Hazardous Materials Teams Grant for 2023-2024 Period in the Amount of \$75,000 (*Attachment F*)

11:45 AM Other Business from the Membership for Regional or Member Benefit and/or Meeting Adjournment.

****HOLIDAY LUNCH FOR MEMBERS TO FOLLOW****

ATTACHMENT A



December 6, 2023

To: Northwest Hills COG Board
From: Rista Malanca, Director of Community & Economic Development
Re: Appointment to the Northwest CT Economic Development Collaborative Board & Executive Committee

Dear COG Board Members,

The Northwest CT Economic Development Collaborative (NW CT EDC) is now a special committee of the Northwest Hills Council of Governments (COG) Board. The NW CT EDC is an advisory committee, charged with guiding the spending of the EDA Partnership Planning Grant and Implementation of the 5-year Comprehensive Economic Development Strategy (CEDS). The NW CT EDC will also act as the CEDS Strategic Planning Committee.

It is required, and necessary, that the NW CT EDC be comprised of members that have a broad-based representation businesses, industries and stakeholders that impact the region's economic development. It is expected that full Board will meet quarterly, except during the CEDS update, which will require more frequent meetings.

An Executive Committee will be appointed to meet on a more regular basis (monthly, or as needed) to keep initiatives moving forward and to act how they have been authorized by the EDC Bylaws*.

In keeping with the spirit of the previous Bylaws* and the EDA requirements:

Attached is a recommended slate of NW CT EDC Special Committee Members to be approved by the COG Board on December 14, 2023.

Attached is a recommended slate of NW CT EDC Executive Committee to be appointed by the COG Board on December 14, 2023.

**The Northwest CT Economic Development Corporation, now abolished, had a set of bylaws that guided their duties and operations. It is my understanding that when developing the new EDC, as a special committee of the COG Board, it was envisioned that it would function much like the Economic Development Corporation had in the past. Attached are pertinent sections of the Bylaws, regarding membership, for reference.*

Respectfully,
Rista Malanca, AICP

Proposed NW CT EDC Board Members

Amanda Freund	Freund's Farm
Amy Wynn	AMP
Andrew Maistack	Challenging Minds
Anne Green	NW Community Foundation
Bill Riiska	Attorney
Brian E. Mattiello	Hartford Healthcare / CHH
Catherine Awwad	Workforce Investment Board
Christal Preszler	Norfolk Foundation
Christian Allyn	Canaan EDC
Dan Bolognani	Housatonic Valley Heritage
Dan Cocchiola	Ed Advance
Dave Barger	Town of Canaan
Denise Raap	Town of Litchfield
Don Stein	Town of Barkhamsted / retired
Elinor Carbone	City of Torrington
Evan Dobos	Civic Lift
Henry Todd	Canaan/Retired
Jacque Williams	Chamber / Culture 4 A Cause
JoAnn Ryan	NW CT Chamber of Commerce
Jocelyn Ayer	NW CT Housing Collective
John Fiorello	NCCC -Entrepreneurial Cener
Judith McElhone	Five Points Center for the Visual Arts
Kristy Barto	Nutmeg Fudge

Laura McCarthy	NCCC
Lelah Campo	Cozy Hills Campground / Klug Hill Campground
Lindsey Turner	Business Owner /Litchfield EDC
Mark Waterhouse	Consultant
Michelle Gorra	Town of Washington
Pam LaRosa	Chamber / WIB
Rich Dupont	RSP / Workforce / Research Development Associates
Shannan Kinsella	Winsted Area Child Care Center
Steph Burr	NW Arts Council
Stephanie Fried	Warner
Tara Bares	Litchfield EDC
Ted Shafer	Town of Winsted
TBD	COG Board Member

Proposed NW CT EDC – Executive Committee

1. Dave Barger*
2. Denise Rapp*
3. Elinor Carbone*
4. COG Member – TBD*
5. Amy Wynn
6. Bill Riiska
7. Don Stein
8. JoAnn Ryan
9. Steph Burr
10. Vacant
11. Vacant

* COG Member or appointee?

**BYLAWS OF
NORTHWEST CONNECTICUT ECONOMIC DEVELOPMENT CORPORATION**

**ARTICLE I
OFFICE AND MISSION STATEMENT**

The principal office of the Corporation shall be located at 333 Kennedy Drive, Torrington, Connecticut 06790. The Board shall have the power to change the location of the principal office from time to time as it shall determine in its discretion.

Mission Statement:

The Northwest Connecticut Economic Development Corporation is organized in order to develop a vehicle for the public and private sectors to channel their resources for the purpose of achieving job creation, strengthening the tax base and improving the economic well being of the region. This mission will be achieved by pursuing the following organizational goals:

- Support existing businesses and industries in NW Connecticut
- Attract new businesses and industries to NW Connecticut
- Create employment opportunities throughout NW Connecticut
- Enhance quality of the workforce
- Implement Comprehensive Economic Development Strategy (CEDS) Action Agenda

The Northwest Connecticut Economic Development Corporation works in close cooperation with the NW CT Chamber of Commerce and the NW Hills Council of Governments.

**ARTICLE II
BOARD OF DIRECTORS**

Section 1. Management By Board of Directors. The activities, property, and affairs of the Corporation shall be managed by its Board of Directors (the "Board"), which may exercise all the powers and do all the things which may be exercised or done by the Corporation, subject to any provision of law, the Certificate of Incorporation or these Bylaws.

Section 2. Number, Election and Term of Office. The Board of Directors shall consist of not less than 25 nor more than 40 directorships. The number of directorships at any time within such maximum and minimum shall be the number of Directors elected at the preceding annual meeting of Directors; provided, however, that such number may be increased or decreased at any time by vote of the Directors. The term of office for each Director shall be three (3) years. Directors shall hold office for the time for which they are elected and until their successors have been duly elected and qualified, unless they shall cease to be in office as provided in applicable provisions of the Connecticut General Statutes, as amended, or are removed in accordance with the procedures specified in these Bylaws.

Section 3. Honorary Directors. The Board may at any time elect such number of Honorary Directors as the Board deems appropriate, to hold such title for whatever period of time is designated by the Board. Honorary Directors shall not be entitled to vote on matters decided by vote of the Board of Directors, nor shall they be deemed or considered as Directors for any other

Section 5. Secretary. The Secretary shall keep the minutes of the meetings of the Board and shall give any notice of such meetings required by these By-Laws. The Secretary shall have custody of the seal of the Corporation, and all books, records and papers of the Corporation, except for those in the custody of the Treasurer or some other person authorized to have custody and possession thereof by resolution of the Board.

Section 6. Execution of Documents and Obligations for the Payment of Monies.

All deeds, mortgages, bonds, leases, contracts and similar documents of the Corporation shall be approved by the Board prior to execution on behalf of the Corporation, and shall be signed by: (1) at least two of the following officers of the Corporation - Chairman, Vice Chairman, Secretary and Treasurer; or (2) at least one of said officers and the Executive Director, if the Corporation has an Executive Director at the time such document is signed. All checks, drafts, notes or other obligations for the payment of money by the Corporation in an amount exceeding one thousand dollars (\$1,000) shall be signed by: (1) at least two of the following officers of the Corporation - Chairman, Vice Chairman, Secretary and Treasurer; or (2) at least one of said officers and the Executive Director, if the Corporation has an Executive Director at the time such obligation is signed. Subject to the foregoing requirement that the Board approve certain documents prior to execution, the aforesaid officers, and the Executive Director, if any, shall have authority to sign the documents and obligations specified above without specific authorization of the Board in each case. The Board may, in its discretion, prescribe additional or more stringent requirements for the execution of documents and/or obligations of the Corporation, but shall not reduce or lessen the requirements set forth in this Section 8.

Section 7. Compensation. The officers of the Corporation shall not receive any monetary or other compensation for their services as officers, except for the Executive Director. However, the Board may authorize the Corporation to reimburse officers for expenses actually incurred in connection with performance of their duties as such.

Section 8. Term of Office. Each officer shall serve for the term for which he is elected and until his successor is duly elected and qualified, or until his death or until he shall have resigned or have been removed. Any officer may be removed by the Board at any time with or without cause, and with or without notice or hearing. Vacancies among the officers shall be filled by the Board.

ARTICLE IV
COMMITTEES

Section 1. Executive Committee. The Board shall appoint from its number an Executive Committee of not less than nine (9) nor more than eleven (11) Directors. At least four of these members shall be appointed as recommended by the Northwest Hills Council of Governments. The Executive Committee shall also include the Chairman, Vice-Chairman, Secretary, Treasurer and such additional Directors as may be appointed by the Board, subject to the maximum and minimum numbers set forth above. The Executive Committee shall have such powers as are delegated to it by the Board, but shall be subject at all times and in all respects to the authority, discretion and control of the Board. The Executive Committee shall meet at the call of the Chairman.

Attachment B

Requested Changes to CTDOT FY 2021 Statewide Transportation Improvement Program (STIP) In the Northwest Hills Region

STIP Amendment #26 (11-16-23) – Amendment is for Intersection improvement at CT 109 and CT 61 in Morris. Realign CT 61 approaches to CT 109, remove vertical crest of the EB approach to improve sightlines, and install a continuous sidewalk network around the intersection and along the approach legs. The purpose of this project is to improve operational movements and promote safety for motorized and non-motorized users through and around the intersection. The intersection is detailed in the 2019 Regional Transportation Safety Plan for NHCOG as an area of Town comment/concern. The existing alignment of Route 61 through the intersection is offset, creating a large all-way stop controlled intersection with a flashing beacon but no pedestrian accommodations. A vertical crest to the west of the intersection limits the eastbound sightline and contributes to poor adherence to the stop-control. Pedestrian generators exist on all 4 corners and include: Town Hall, US Post Office, Memorial Park/Elementary School, and small retail (deli, salon, ice cream shop). PE phase includes a PD/FD split.

<u>FACode</u>	<u>Proj#</u>	<u>Rte/Sys</u>	<u>Town</u>	<u>Description</u>	<u>Phase</u>	<u>Year</u>	<u>Tot\$(000)</u>	<u>Fed\$(000)</u>	<u>Sta\$(000)</u>	<u>Loc\$(000)</u>	<u>Comments</u>
STPR	0086-0094	CT 109/CT 61	MORRIS	INTERSECTION IMPROVEMENTS & INSTALL SIDEWALKS	PD	2024	455	364	91	0	NEW PROJECT
STPR	0086-0094	CT 109/CT 61	MORRIS	INTERSECTION IMPROVEMENTS & INSTALL SIDEWALKS	FD	FYI	310	248	62	0	NEW PROJECT
STPR	0086-0094	CT 109/CT 61	MORRIS	INTERSECTION IMPROVEMENTS & INSTALL SIDEWALKS	ROW	FYI	50	40	10	0	NEW PROJECT
STPR	0086-0094	CT 109/CT 61	MORRIS	INTERSECTION IMPROVEMENTS & INSTALL SIDEWALKS	CON	FYI	2,500	2,000	500	0	NEW PROJECT

ATTACHMENT C



MINUTES OF THE NHCOC MEETING October 12, 2023

Members or Representatives in Attendance:

Barkhamsted, Donald Stein	Burlington, Douglas Thompson (remote)
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	Salisbury, Curtis Rand (remote)
Sharon, Brent Colley (absent)	Torrington, Elinor Carbone (remote)
Warren, Greg LaCava (remote)	Washington, Jim Brinton (remote)
Winchester, Josh Kelly	

Others in Attendance: Grayson Wright, DOT, Kevin Pisacich, DEEP, John Field, DEHMS Region 5 Coordinator, Ellen Graham, Senator Richard Blumenthal Office

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

Public Comment – Ellen Graham, from Senator Richard Blumenthal’s office shared an update on the Senator’s involvement with the current Middle East Conflict and the upcoming budget.

Call to Order - Chairman Todd called the meeting to order at 10:05 AM.

Selectman Todd shared his sentiments regarding the recognition of honorable years of service for all the Chief Administrative Officers that will be leaving this fiscal year. Henry Todd, Falls Village (Canaan), Brent Colley, Sharon, Jean Speck, Kent, Chris Johnstone, Colebrook, and Winchester Town Manager, Josh Kelly.

Report of Executive Director – Robert Phillips shared information on the Regional Services Grant from OPM. Household Hazardous Waste Event will be held on October 28th in Harwinton. Next Policy Board meeting will be held in December.

Rural Health Network and Regional Opioid Response Fund – Leo Ghio, Health Network Director provided an update on the regional Opioid Response Fund the allocations that each of the 11 towns received in the NHCOC region. Purchases included treatment kits for EMS to address overdoses, harm reduction supplies, and establishing an early identification and prevention program for adolescents regarding mental health concerns.

Recognition of Emily Hultquist – Emily Hultquist provided an update on NHCOC’s EDD designation and an update on the Request for Proposal to hire an engagement consultant for the CEDS update. The Policy Board recognized her past year of service to the NHCOC region.

ATTACHMENT C

Welcome to EDAdvance and Activity and Program Update – Dr. Jeffrey C. Kitching, the Executive Director of EDAdvance provided an informational update on EDAdvance’s current and future initiatives. Additional information can be found on the YouTube link:

<https://www.youtube.com/channel/UCY2NQVNTUHUZ2gzoGNUJIMw/videos>

Municipal Forum – updates were provided by Selectman Riiska (Norfolk), Selectman Jerram (New Hartford), Selectman Johnston (Colebrook), Selectman Roy (Roxbury), Selectwoman Raap (Litchfield), Selectman Perrotti (North Canaan), Selectman Wiek (Morris), Town Manager, Josh Kelly, Selectman Stein (Barkhamsted), Selectman Todd (Canaan), and Selectwoman Speck (Kent). Additional information can be found on the YouTube link:

<https://www.youtube.com/channel/UCY2NQVNTUHUZ2gzoGNUJIMw/videos>

Administrative Items

- a) **ACTION** - Approval of Meeting Minutes for September 14th, 2023, Selectman Riiska made the motion to approve and seconded by Selectman Perotti. Motion passed unanimously.
- b) **ACTION** - Approval of Financial Statement, Selectman Weik made the motion to approve and seconded by Selectman Perotti. Motion passed unanimously.
- c) **ACTION** - Approval of Memorandum of Understanding COG Collaboration on the 2023 Homeland Security Grant Program Award Selectman Weik made the motion to approve and was seconded by Selectman Roy. Motion passed unanimously.

Other Business – none

The meeting adjourned at 11:56am

Respectfully submitted,

NHCOG staff

ATTACHMENT D

NHCOG				
FINANCIAL REPORT				
SEPTEMBER 2023 YEAR TO DATE - ACCRUAL BASIS				
	Month September	YTD	NHCOG BUDGET FY 2023-2024	% Budget used
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		25,728	\$ 56,000	46%
HRSA Grant	11,728	35,247	\$ 145,758	24%
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	7,840	98,016	\$ 928,350	11%
	\$ 19,569	\$ 702,871	\$ 2,043,086	
STAFFING				
Salaries - Direct	41,550	124,649	\$ 671,596	19%
Employee Benefits (Fringe & PTO) and Payroll Expenses	13,114	39,229	\$ 329,357	12%
Staffing Subtotal	\$ 54,664	\$ 163,878	\$ 1,000,953	16%
OVERHEAD COSTS				
Audit (Fiscal Services)	2,185	4,285	\$ 19,000	23%
Bonds/Property Insurance		16,826	\$ 19,000	89%
Dues, Subscriptions, Publications	-	616	\$ 3,000	21%
Equipment Maintenance	180	954	\$ 5,000	19%
Office Supplies	3,337	5,617	\$ 3,000	187%
Postage	-	176	\$ 250	70%
Printing Services, Reproduction			\$ 1,000	0%
Rent	2,640	6,922	\$ 25,692	27%
Utilities	341	1,289	\$ 6,000	21%
Telephone, Computers & Internet	302	1,549	\$ 7,000	22%
Cleaning Service/MSW Disposal	-	225	\$ 2,000	11%
Travel & Conferences	687	899	\$ 8,000	11%
Miscellaneous	468	607	\$ 3,500	17%
Contingency (Moving net with interest income)	26,998	34,303	\$ 5,000	686%
Overhead Subtotal	\$ 37,140	\$ 74,268	\$ 107,442	69%
Passthrough Expenditures (Contractual)	\$ 22,149	\$ 153,753	\$ 928,350	17%
CAPITAL AND NON-RECURRING				
Equipment (computers, furniture, hardware, etc)		-	\$ 6,341	0%
Capital and Non-recurring Subtotal	\$ -	\$ -	\$ 6,341	
TOTAL EXPENDITURES	\$ 113,952	\$ 391,899	\$ 2,043,086	
NET	\$ (94,384)	\$ 310,972	\$ -	
Bank Accounts-Balance 9/30/23				
Certificate of Deposit #1-6996		48,162		
Certificate of Deposit #2-2036		48,478		
Certificate of Deposit #3-0783		61,064		
Certificate of Deposit NWCB		220,456		
STIF - NHCOG General Fund		379,565		
TSB Checking		108,987		
Total Bank Accounts		866,712		
Statement of Cash Flows				
July - September, 2023				
		Total		
OPERATING ACTIVITIES				
Net Income		310,972		
Adjustments to reconcile Net Income to Net Cash provided by operations:				
Net change in accounts receivable		(285,396)		
Net change in accounts payable		(124,316)		
Total Adjustments to reconcile Net Income to Net Cash provided by operations:				
		(409,712)		
Net cash provided by operating activities		(98,740)		
Net cash increase for period		(98,740)		
Cash at beginning of period		965,452		
Cash at end of period		866,712		

NHCOG				
FINANCIAL REPORT				
OCTOBER 2023 YEAR TO DATE - ACCRUAL BASIS				
	Month September	YTD	NHCOG BUDGET FY 2023-2024	% Budget used
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	528	26,256	\$ 56,000	47%
HRSA Grant	-	35,247	\$ 145,758	24%
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	-	98,016	\$ 928,350	11%
National Opioid	22,899	22,899	\$ -	
	\$ 23,427	\$ 726,298	\$ 2,043,086	
STAFFING				
Salaries - Direct	40,806	165,455	\$ 671,596	25%
Employee Benefits (Fringe & PTO) and Payroll Expenses	13,782	53,011	\$ 329,357	16%
Staffing Subtotal	\$ 54,588	\$ 218,465	\$ 1,000,953	22%
OVERHEAD COSTS				
Audit (Fiscal Services)	1,185	5,470	\$ 19,000	29%
Bonds/Property Insurance		16,826	\$ 19,000	89%
Dues, Subscriptions, Publications	-	616	\$ 3,000	21%
Equipment Maintenance	39	992	\$ 5,000	20%
Office Supplies	1,374	6,992	\$ 3,000	233%
Postage	-	176	\$ 250	70%
Printing Services, Reproduction			\$ 1,000	0%
Rent	2,640	9,563	\$ 25,692	37%
Utilities	30	1,319	\$ 6,000	22%
Telephone, Computers & Internet	314	1,863	\$ 7,000	27%
Cleaning Service/MSW Disposal	-	225	\$ 2,000	11%
Travel & Conferences	136	1,035	\$ 8,000	13%
Miscellaneous	224	831	\$ 3,500	24%
Contingency (Moving net with interest income)	(1,714)	32,588	\$ 5,000	652%
Overhead Subtotal	\$ 4,227	\$ 78,495	\$ 107,442	73%
Passthrough Expenditures (Contractual)	\$ 67,259	\$ 221,012	\$ 928,350	24%
CAPITAL AND NON-RECURRING				
Equipment (computers, furniture, hardware, etc)			\$ 6,341	0%
Capital and Non-reoccurring Subtotal	\$ -	\$ -	\$ 6,341	
TOTAL EXPENDITURES	\$ 126,074	\$ 517,973	\$ 2,043,086	
NET	\$ (102,647)	\$ 208,325	\$ -	
Bank Accounts-Balance 10/31/23				
Certificate of Deposit #1-6996		48,173		
Certificate of Deposit #2-2036		48,495		
Certificate of Deposit #3-0783		61,093		
Certificate of Deposit NWCB		220,456		
STIF - NHCOG General Fund		381,308		
TSB Checking		528,992		
Total Bank Accounts		1,288,517		
Statement of Cash Flows				
July - October, 2023				
		Total		
OPERATING ACTIVITIES				
Net Income		208,325		
Adjustments to reconcile Net Income to Net Cash provided by operations:				
Net change in accounts receivable		275,015		
Net change in accounts payable		(160,275)		
Total Adjustments to reconcile Net Income to Net Cash provided by operations:		114,740		
Net cash provided by operating activities		323,065		
Net cash increase for period		323,065		
Cash at beginning of period		965,452		
Cash at end of period		1,288,517		

ATTACHMENT DE



MEMORANDUM

To: NHCOC Members / Municipal Town Clerks / Office of the Sec of State
From: NHCOC Staff
Date: December 1st, 2023
Re: **2024 Meeting Schedule**

The Northwest Hills Council of Governments (NHCOC) routinely conducts its meetings on the second Thursday of each month, unless otherwise noted. Notices for all meetings are posted on the NHCOC website and in municipal clerk offices. The public is welcome at all meetings. The office location is 355 Goshen Road (EdAdvance Building), Litchfield. The meeting schedule for 2024 is as follows:

<u>Date</u>	<u>Time (AM)</u>	<u>Location *</u>
January 11, 2024	10:00	NHCOC Office
**February 7, 2024	10:00	NHCOC Office
March 14, 2024	10:00	NHCOC Office
***April 4, 2024	10:00	NHCOC Office
May 9, 2024	10:00	NHCOC Office
June 13, 2024	10:00	NHCOC Office
July 11, 2024	10:00	NHCOC Office
...No August Regular Meeting...		
September 12, 2024	10:00	NHCOC Office
October 10, 2024	10:00	NHCOC Office
November 14, 2024	10:00	NHCOC Office
December 12, 2024	10:00	NHCOC Office
January 9, 2025	10:00	NHCOC Office

*If necessary, changes from In-Person to Remote meetings will be noticed ahead of an individual meeting in accordance with CT General Statutes; Chapter 14.

** Wednesday Meeting due to conflict with proposed Council of Small Towns (COST) Town Hall Meeting.

*** First Thursday to account for common school spring break.

Questions concerning NHCOC meetings, please contact the NHCOC office at (860) 491-9884.



E.MERGENCY M.ANAGEMENT P.PERFORMANCE G.RANT

**FFY 2023 HAZMAT APPLICATION
Due: December 1, 2023**



State of Connecticut

**Department of Emergency Services and Public Protection
Division of Emergency Management and Homeland Security**

SECTION B. EMPG APPLICATION INFORMATION AND DATA SHEET

All Forms Must Be Original - Copies Will Not Be Accepted

Email Completed Applications To: Douglas.Glowacki@ct.gov

SPCP Unit Use Only

1. Name of Municipality or Agency Applying for Subgrant: 2. Period of Award for this Subgrant: 10/1/23 – 9/30/24

3. Point of Contact: Name: Title: Organization: Address Line 1: Address Line 2: City/State/Zip: Phone: Fax: E-mail:

4. Official Authorized to Sign for the Applicant: Name: Title: Organization: Address Line 1: Address Line 2: City/State/Zip: Phone: Fax: E-mail:

5. Municipal/Agency Financial Officer Name: Title: Organization: Address Line 1: Address Line 2: City/State/Zip: Phone: Fax: E-mail:

6. Fiscal Point of Contact:(If Other than Financial Officer) Name: Title: Organization: Address Line 1: Address Line 2: City/State/Zip: Phone: Fax: E-mail:

7. Applicant FEIN: 8. Applicant UEI #:

9. Applicant Fiscal Year End: 10. Date of Last Audit:

11. Dates Covered by Last Audit: to 12. Date of Next Audit:

13. Dates to be Covered by Next Audit: to

Please note that the information required for boxes 9 through 13 refers to the sub-grantee's audit cycle.

FEDERAL AUDIT AND DEBARMENT REQUIREMENT CERTIFICATION

14. **ACKNOWLEDGEMENT OF FEDERAL SINGLE AUDIT SELF REPORTING REQUIREMENTS**

- Sub-grantees that are required to undergo a Federal Single Audit as mandated by as mandated by 2 CFR part 200, subpart F must alert CT DEMHS, in writing, to any specific findings and/or deficiencies with regard to the use of federal grant funds within 45 days of receipt of their audit report. This notification must identify the finding(s) / deficiencies and a corrective action plan for each.
- All sub-grantees must submit to CT DEMHS a copy of the audit report section pertaining to use of federal grant funds regardless of any findings or deficiencies, within 45 days of the receipt of that report.

Initial to indicate that this requirement has been read and understood: _____ INITIAL

15. **ACKNOWLEDGEMENT OF DEBARMENT REQUIREMENTS:**

- The sub-grantee will confirm the eligibility status (via Sam.gov) of all vendors/contractors that the sub-grantee pays with EMPG SLA funds. The subgrantee will confirm that the vendors/contractors do not appear on the SAM's Exclusion List of federally debarred or suspended vendors.

Initial to indicate that this requirement has been read and understood: _____ INITIAL

16. I, the undersigned, for and on behalf of the named municipality, state agency, or regional planning organization, do herewith apply for this subgrant, attest that, to the best of my knowledge, the statements made herein are true, and agree to any general or special grant conditions attached to this grant application form. SIGN & DATE

Authorized Signatory: X _____ Date: _____

SECTION C. AUTHORIZING RESOLUTION

All Forms Must Be Original - Copies Will Not Be Accepted
This Blanket Resolution Can Also Be Used to Satisfy the Requirements of the Homeland Security Grant Program

State of Connecticut
Department of Emergency Services and Public Protection
Certified Resolution of the Legislative Body Of A

WHEREAS, Pursuant to Connecticut General Statutes § 4-8 the Connecticut Department of Emergency Services and Public Protection is authorized to extend financial assistance; and

WHEREAS, it is desirable and in the public interest that the make an application to the State for (\$) in order to undertake (Name and Phase of Project) and to execute an Assistance Agreement.

NOW, therefore, be it resolved by the

1. That is cognizant of the conditions and prerequisites for Federal and State Assistance imposed by the included Federal and State Terms and Conditions.
2. That the filing of an application by the (Applicant) in an amount not to exceed (\$) is hereby approved and that the (Name and Title of Authorized Official) is hereby authorized and directed to execute and file such application with the Connecticut Department of Emergency Services and Public Protection, to provide such additional information to execute other documents as may be required: to execute and Assistance Agreement with the state of Connecticut for State Financial Assistance if such an agreement is offered, to execute any amendments , revisions, and revisions thereto; and to act as the authorized representative of

I, _____, _____ for the
 and qualified according to law and having custody of the seal of the
 hereby certify that the above is a true and correct copy of a resolution duly adopted at
 a _____ meeting of the _____ of the
 and, that said resolution has not been amended, rescinded or revoked and remains in
 full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the
on

Name

Affix Town Seal or Notary Seal Below