



MINUTES OF THE NHCOG MEETING

03.14.2024

ATTACHMENT C

remote

Member/Representative Attendance:

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| | Barkhamsted , Nick Lukiwsky | | Harwinton , Michael Criss | ✓ | Roxbury , Patrick Roy |
| ✓ | Burlington , Doug Thompson | | Kent , Marty Lindenmayer | ✓ | Salisbury , Curtis Rand |
| ✓ | Canaan , David Barger | ✓ | Litchfield , Denise Raap | ✓ | Sharon , Casey Flanagan |
| ✓ | Colebrook , Bradley Bremer | ✓ | Morris , Tom Weik | ✓ | Torrington , Elinor Carbone |
| | Cornwall , Gordon Ridgway | ✓ | New Hartford , Dan Jerram | ✓ | Warren , Greg LaCava |
| ✓ | Goshen , Todd Carusillo | ✓ | Norfolk , Matt Riiska | | Washington , Jim Brinton |
| ✓ | Hartland , Magi Winslow | ✓ | North Canaan , Brian Ohler | ✓ | Winchester , Todd Arcelaschi |

Others in Attendance:

NHCOG Staff: Sarah Better, Kathryn Faraci, Leo Ghio, Rista Malanca, Rob Phillips, Jean Speck.

Guests: Weston Meehan, David French - EBM; Olivia Rizzuto - CONNDOT; Tim Waldron - Eversource; John Wardzala, Meg Hafner - The Kennedy Collective; Ellen Graham - Senator Blumenthal's office; Joyce Kearns, Raz Alexe - Litchfield DPW; Riley Klein; Sarah Allyn - Foundation for Community Health; Lynn Kearcher - Sharon BoS; Dan Davis; Mike Muszynski - CCM.

Call to Order: called the meeting to order at 1001.

Public Comment: none.

Report of the Executive Director: Rob Phillips gave an update on a number of initiatives and capacity-building efforts in the last month:

- ED Activity Log - December
- MSW Update - Rob and some staff toured the Torrington Transfer Station with the manager; Letter Of Intent regarding the Torrington Transfer Station the board authorized has been sent to MDA.
- Interest level in an HR Circuit Rider in the Region
- Recap of Road Supervisors Meeting - February 13th - Rob gave an update of the recent meeting including a review of regional assets, discussion of software tool used by Litchfield for improving roads and possible regional shared service, updated rental form.
- FY23 Year End Audit Completion Update - working through final audit work and should be ready for review and action at April meeting.
- Rob also reported on a recent award of \$92,000 through the Congressionally Directed Spending to fill a funding gap in the Regional Independent Transportation Service Program.
- Ask to the members - please let NHCOG staff know any speakers and/or topics the membership would like to hear at future meetings.

Safe Routes to School Program: Kristen Levesque, CTDOT Transportation Engineer, presented information on the program, which focuses on encouraging students to walk, bike, and roll to school. Efforts include evaluation, education, encouragement through public education events by local schools. This year, the event is scheduled for May 8th and they are encouraging all schools to participate in an event in their schools. CT DOT Active Transportation Microgrants of up to \$5,000 to support programs, events and equipment (bike helmets, bike locks, etc) are available.

REFERENCE RESOURCES: [CTDOT Safe Routes to School Program](#) | [Apply for an Active Transportation Microgrant](#) | [Register for Walk, Bike, Roll to School Day on May 8th](#)

Cybersecurity Training as a Regional Service Program: Presentation was provided by Executive Business Machines (EBM) for a regional shared service for a phishing training suite by KnowBe4. The service would include a baseline security awareness proficiency assessment, and set of training content, including fake phishing campaigns based on risk levels. Mayor Carbone shared her experience with Torrington's cyber-attack in 2020 encouraging all towns to take protection of their towns, as well as employee education, seriously.

REFERENCE RESOURCES: [click here for presentation slide deck.](#)

Website Domain Name Conversion (.gov) Within the Region: Jean Speck provided information on the recommendation by DEMHS, and the Cybersecurity & Infrastructure Agency that municipalities move their top-level domain names (for websites, email addresses, etc) to a .gov domain name. Currently, only 23% of the 21 towns are using a .gov domain name offered to assist towns in walking through the registration process. [Jean Speck](#) is the point of contact for this service.

Roadway Asset Management System (RoadSoft): Raz Alexe, Litchfield DPW Director/Town Engineer presented on roadway asset management software tool that utilizes GIS road data to project planning needs based on a standard road quality rating system that is used to schedule and plan future maintenance projects. [Kathryn Faraci](#) is the point of contact for this potential regional shared service.

REFERENCE RESOURCES: [Roadsoft website](#) | [click here for presentation slide deck.](#)

ACTION ITEM - STIP Amendments:

MOTION: - Doug Thompson/Dave Barger: To make STIP Amendments to Project 0174-0467 Repair of steel beam ends on various NHS and non-NHS bridges in District 4. Passed unanimously.

Regional Comprehensive Economic Development Strategy (CEDS) Review and Approval

MOTION: Patrick Roy/Todd Carusillo - Adopt the comprehensive Economic Development Strategy as submitted. Passed unanimously.

REFERENCE RESOURCES: [click here for CEDS](#)

RORF Quarterly Review:

Leo Ghio gave an update on the program and shared with the membership that NHCOG and the RORF were recently recognized in CT Examiner, CT Mirror, on a WSHU podcast, and have received kudos from DMHAS Commissioner for their regional collaboration and has been named as a model system by DMHAS for other area of the state to use.

Projects pursued to date:

- Leave-Behind kits for EMS when they respond to a suspected overdose to provide to families and loved ones. They include printed assistance/recovery resources, and naloxone with instructions.
- 12 months of harm reduction funding to the Litchfield Opioid Task Force they were unable to get funding for from DPH.
- Currently there is \$26,896 in the fund and there is discussion for spending in FY 25.

REFERENCE RESOURCES: [click here to view the settlement allocations by town.](#)

DEMHS Update: John Field was unable to attend but submitted a written report.

REFERENCE RESOURCES: [Register for CCM/DPH/ Emergency Management Symposium on April 23rd | 2024 EPPI is scheduled for June | Regional Gaps & Capabilities Survey](#)

Administrative Items:

MOTION: - Curtis Rand/Denise Raap - Approve the meeting minutes for the February 7, 2024 meeting. Passed unanimously.

MOTION: - Todd Arcelaschi/Dave Barger - Approve the Monthly Financial Statement for January

MOTION: Todd Carusillo/Greg LaCava - to endorse Letters of Support for Steep Rock Association (Washington) to Recreational Trails Grant Program - Construction of Bridge and Trail over Bee Brook in Hidden Valley Preserve; Burlington application to Recreational Trails Grant Program - Maintenance and Construction on the Farmington River Trail and Farmington Canal Heritage Trail; and Northwest CT Land Conservancy (NCLC) for application to Recreational Trails Grant Program for the creation of a Master Plan of its trail systems.

MOTION: Curtis rand/Todd Carusillo - to endorse Letters of Intent regarding coalition commitment for the CPRG implementation grant applications. Passed unanimously.

Executive Session:

MOTION: Todd Carusillo/Todd Arcelaschi - For the Purpose of Potential Regional Contract Agreements and invite in all NHCOC member CEOs, NHCOC staff. Passed unanimously.

MOTION: Doug Thompson/Todd Arcelaschi end executive session. Passed unanimously.

Meeting Adjournment.

MOTION: Todd Carusillo/Greg LaCava - to adjourn meeting at 1149. Passed unanimously.

Respectfully submitted,
NHCOC staff

Next NHCOC Regular Monthly Meeting - Thursday, April 4th, 2024 at 10AM