



February 6th Monthly Meeting Minutes

DATE: THURSDAY, FEBRUARY 6, 2025

TIME: 10:00 AM – 12:00 PM

LOCATION: REMOTE ONLY – MEETING LINK BELOW

Remote option if necessary: <https://us02web.zoom.us/j/87681154363?pwd=6rlwopgZ7coqMCxb5AAoP0P6DBh5oK.1>

Meeting ID - 876 8115 4363

| Passcode – 435513

| Call-in Option – 1-646-931-3860

Attendance: Mayor Carbone, Dan Jerram, Todd Carusillo, Paul Harrington, Mayor Arcelaschi, Nick Lukiwsky, Greg LaCava, Gordon Ridgeway, Magi Winslow, Dave Barger, Doug Thompson, Tom Weik, Mike Criss, Denise Raap, Jim Brinton, Marty Lindenmeyer, Brad Bremer, Matt Riiska, Curtis Rand, Patrick Roy, Casey Flanagan,

1. **Call to order at 10:03 AM**

2. **Report of the Executive Director, Rob Phillips – 10 mins**

a. **ED activity log – February (*Attachment A*)** – commented on open position of the Financial Grant Manager; a handful of good applicants

b. Updates:

- **HHW Oct Event Invoicing and RFP for next 2-year cycle** – significant delay in invoicing due to incorrect billing from Clean Harbors.
 - Dan commented New Hartford, Winsted and Barkhamsted bill to RRDD1;
 - Denise asked about the viability of holding HHW events quarterly;
 - Doug T, Dave B, Denise, Todd C, Jim B., Brad Bremer all support increasing to quarterly events.
- **Annual Financial Audit Status** – in progress, currently under extension, expected to be completed prior to the March board meeting.
- **National Association of Regional Councils (NARC) Membership (*Attachments B and C*)** – Encouraging board to support NHCOCG joining NARC to have access to resources, conferences, etc.
- **CAMA GIS funding** – worked with CRCOG to create a regionwide RFQ to identify existing vendors working the regions throughout the state to recruit an experienced GIS service. Specific town allotments have not yet been confirmed.
 - One time funding through ARPA to assist municipalities in bringing their GIS data up to date
 - Dan commented that regionalizing GIS may be difficult since most towns already do their own GIS and have been working on improving their in-house systems; Dan is hopeful the funding is

distributed equally to the towns so that they may continue improving their GIS systems.

- Rob commented that funding will be determined based on individual town needs and won't necessarily be distributed equally.
- Dan suggested additional discussion on the topic at a later date.
- Mike Criss requested to lead the next Façade Improvement Program grant to assist small businesses in the region.

3. **DEMHS update, John Field, DEMHS R5 – 5 mins** (*Attachment may be provided at meeting*)

- a. Moving 2024 EMPG grant over to “Civics”; will make the grants more user friendly to track status. If towns need help getting registered, please reach out to John or Henry.
- b. Working on cleaning up prior EMPG grants to move those to Civics as well
- c. Working on 2024 deliverables that will be required to receive funding
- d. CCM April 1st - Niantic
- e. DEMHS in the process of filling open positions and are evaluating the effectiveness/span of control; will be some organizational restructuring to ensure efficiency.
- f. National Guard is providing cyber security assessments – if towns are interested but haven't been contact, reach out to John.
- g. Salisbury has a large race event coming up in June, DEMHS working with various services to plan for emergency services
- h. Trying to reboot ESF11 Animal Response Team; assessing available assets and personnel
- i. February 26th presentation at CCSU re: DESP, focusing on public safety personnel
- j. Towns should have received a request to update contact information for local emergency managers
- k. Will be enforcing the state statute that EMDs and Deputy EMDs receive a loyalty oath every 2 years

4. **Legislative Committee Update and Endorsement of Priority List, Mike Criss – 10 mins** (*Attachment may be provided*)

- a. Will keep legislative committee meetings going throughout the legislative session;
- b. Wants to start sending our legislative alerts and testimony templates to the member towns;
- c. Following over 400 proposed bills;
- d. State surplus not being passed down to municipalities
- e. Mike is happy to have one-on-one meetings to discuss bills of interest;
- f. Be aware of the following bills:
 - i. SB1160 – Section 2 would require towns to make significant investments in body cameras for EMS, as well as data storage;
 - ii. Many bills that erode municipal tax base with no bills to fill that gap
 - iii. Summarized NHCOC 2025 Legislative Priority List
 - iv. 6543 – fixed income households and senior citizens tax break
 - v. Proposing additional Veterans tax breaks
 - vi. HB6522 – phasing our MV tax
 - vii. HB6421 – online municipal legal notices
 - viii. Bills proposing changes to MV tax mill rates (caps)
 - ix. Municipal spending caps –
 - x. Energy costs –
 - xi. Farming concerns –
- g. Mayor Carbone – any priorities on solar arrays? No, but we support having municipal seats on the CT Citing Council – Mike will connect with the Mayor separately
- h. Gordon – early voting, bear population, MSW, Fire/EMS property tax

- i. Doug – Requesting scheduled meeting for all interested in reviewing the priorities
 - j. Mike requesting Rob to send out an email to the member towns to ask about interest in meeting
 - k. Dan suggested the board move to accept the draft of priorities with the ability to revise and is requesting to reschedule the Legislative Breakfast
 - i. Denise requesting adding language about bear safety education – “bear management framework”
 - ii. Dan requesting to add language removing public benefit charge in energy costs; and to add language to suggest the state develop a single manual for all law enforcement instead of requiring each town to have their own.
 - iii. Curtis Rand moves to approve with these revisions; Dave Barger 2nd ; all in favor
5. **Administrative Items - 5 mins**
- a. **ACTION - Approval of Meeting Minutes for January 9th, 2025 (*Attachment D*)**
 - i. Mike Criss moved to approve; Patrick Roy 2nd ; all in favor
 - b. **ACTION - Approval of Monthly Financial Statement for December (*Attachment E*)**
 - i. Dave Barger moved to approve; Mike C 2nd ; all in favor
 - c. **Correspondence – Letters of support on behalf of NHTCOG for submission of applications to the CT DOT Transportation Rural Improvement Program (TRIP) (*Attachment F in bulk*)**
 - i. Burlington
 - ii. Harwinton
 - iii. Kent
 - iv. Litchfield
 - v. Morris
 - vi. Washington
 - 1. Colebrook and Barkhamsted are also going to be included
 - 2. Doug Thompson motion to approve; Curis Rand 2nd ; all in favor
 - 3. Kasey noted there is only \$10 million set aside statewide

BUDGET WORKSHOP

- 1. **Economic Development, Rista Malanca**
 - a. **CT Main Street – Launch of the NW CT Promise Reports / Proposed Regional Main Street Management Approach, Michelle McCabe, CT Main Street Center**
 - i. Presented on Main Street assessment tool and purpose of the program
 - ii. Reports from assessments are meant to be used as a guidance tool for each community to strengthen their village center; includes recommended next steps and a list of possible actions
 - 1. Next steps – many towns seem interested in this program, CT Main Street hopes to provide trainings and build capacity in each community to execute possible action steps; they are working on adding additional staff to assist towns.
 - 2. CT Main Street Center does a lot of advocacy re: legislative actions
 - b. **CEDS Implementation – Set priorities for upcoming FY25-26**
 - i. Related to the topic above – assessments, identifying next steps, etc.
 - ii. Anything missing? Focus areas? Trainings?
 - iii. Denise mentioned that Litchfield has lost businesses in town because there isn’t enough housing for employees

- c. **TENTATIVE ACTION: Town of Kent, Municipal Brownfield Assessment Grant – Up to \$200,000**
 - i. NHCOCG would apply for assessment only grant on 3 Seger Mountain Rd (5-acre site) – has interest from developers but they are hesitant due to environmental conditions and what future uses might be approved
 - ii. Motion to support NHCOCG to apply - Gordon moved to approve; Dave B 2nd ; all in favor.

2. **Transportation Planning, Kathryn Faraci**

a. **Review of UPWP for Next Funding Cycle – Set Priorities for Next 2 Fiscal Years**

- i. Presented Power Point reviewing required UPWP tasks; NHCOCG will receive an additional \$35,000 carried over from the previous program period.
- ii. Over \$100k to conduct future initiatives
 - 1. Update Regional Safety Plan from 2019
 - 2. Update corridor studies
 - 3. Expand recreational trails
 - 4. GIS mapping
 - 5. Data collection
 - 6. Community connectivity
 - 7. Roadway inventory software

b. **Transit Analysis Study Update**

- i. In data collection phase, demographic mapping and route overlays, beginning community engagement next month

c. **ACTION – Approval of STIP Amendments**

0174-0459 – Replace Traffic Control Signals at Various Locations in District 4

0067-0123 – Pedestrian Improvements at Various Locations in Kent

0086-0094 – Intersection Improvement and Install Sidewalks in Morris

0097-0095 – Replacement of Retaining Walls on US 44 in Norfolk

0143-0196 – Construct Shared Path Along and Under SR800 in Torrington

0150-0138 – Replace Retaining Wall and Safety Improvements in Washington

- Mike C. moved to approve; Todd C 2nd ; all in favor

- d. **CTDOT requests that these projects below be REMOVED from NHCOCG TIP due to these Section 5310 Program Projects being designated for the Worcester Urbanized Area:**

0499-2025WO

0499-2026WO

0499-2027WO

0499-2028WO

- Todd C moved to approve; Gordon 2nd ; all in favor

3. **Natural Hazard Mitigation Plan (NHMP) Update Planning, Sarah Better**

- a. Current plan expires in June of 2027
- b. Estimated budget of \$250,000 for 2-year span
- c. Total match: \$62,500
- d. Anticipated match for each town: \$2,976.20
- e. Application is due March 4th, 2025
- f. There are several different grants we can apply for
- g. Towns must provide commitment letter
 - i. Mike mentioned that DOT is now requiring submission of the NHMP with any funding requests

