



## NHCOC ANNUAL MEETING

### NOTICE OF REGULAR MONTHLY MEETING (REMOTE ONLY)

**LEAVE TODAY'S MEETING WITH:**

- **An understanding of CT Main Street's PROMISE program**
  - **The 2024-2025 FY NHCOC Annual Budget**
  - **Understanding of the SustainableCT Initiative**
- **Updates on Cybersecurity for the region/Municipal Grant Program and more**

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**DATE: THURSDAY, JUNE 13, 2024**

**TIME: 10:00 AM - 11:30 AM**

**LOCATION: <https://us02web.zoom.us/j/84425561897?pwd=ytKdhck8W2OQDHxlw1tiAvqQDmLHzV.1>**

Meeting ID: 844 2556 1897 | Passcode: 289735 | Call-in Option: 1-305-224-1968

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### AGENDA

*(Chairman Dan Jerram; Vice Chairman Mike Criss; Secretary Patrick Roy; Treasurer Tom Weik)*

1. Call to order and opportunity for public comment, **Dan Jerram, Chair - 5 mins**
2. The PROMISE Program, **Michelle McCabe, CT Main Street Center (Attachment A) - 15 mins**
3. Overview of SustainableCT and introduction of NHCOC's Summer Fellow, John-Henry Burke, **Rob Phillips and Inez Ortiz, Sustainable CT - 15 mins**
4. Report of the Executive Director, **Rob Phillips - 10 mins**
  - a. ED Activity Log - May (*Attachment B*)
  - b. 5<sup>th</sup> Thursday Land Use Training - May 30<sup>th</sup>
  - c. MSW Subcommittee meeting - June 10<sup>th</sup>
  - d. Road Supervisors meeting - June 12<sup>th</sup>
  - e. Review and acceptance of FY22-23 Draft Audit (*Attachment C*)
  - f. **ACTION** - To authorize the Executive Director to proceed with a Request for Proposals/Qualifications (RFP/RFQ) for independent auditing services.
5. **ACTION** - Approval of the FY 2024-2025 NHCOC Annual Budget as recommended by the Executive Committee, **Rob Phillips and Rista Malanca - 10 mins (Attachment D)**

6. Cybersecurity & .gov domain name regional services / Municipal Grant Program (MPG) update, **Jean Speck – 5 mins**
7. **ACTION** – Transportation STIP Amendments, **Kathryn Faraci – 5 mins** (*Attachment E*)
  - a. 0472-XXXX (6-13-24) – for section 5311 Federal Transit Administration funds for the Northwest Transit District direct fixed route, dial-a-ride, and jobs access transit operations
  - b. 0170-XXXX (6-13-24) – to move project from FY2023 to FY 2024 and will put funds in place for the award of an FTA grant application. This project includes Rural planning, administration, rural transit administration program, technical assistance and intercity bus activities. Project is being increased to provide the necessary funding for this project.
  - c. 0472-XXXX (6-13-24) – to move the FY23 Section 5311 funding to FY 2024 for Capital needs including replacement of small buses and purchase of necessary support equipment. This STIP action will put funds in place for the award of a FTA grant application. Project is being increased to cover the cost of vehicles needing replacement.
  - d. 0170-XXXX (6-13-24) – Congress has recently appropriated \$92,000 in support of the Northwest Hills Council of Governments for the Rural Independent Transportation System (RITS) services. The RITS Program provides rides to non-emergency medical appointments for the elderly and disabled living in the NHCOC region, at no cost to the rider. The funding for this project comes from the Consolidated Appropriations Act, 2024. This project will be administered through FTA. The Department will be applying for the funding on behalf of the NHCOC. Project total \$115,000; \$92,000 federal
8. DEMHS update, **John Field, DEMHS R5 - 5 mins**
9. Administrative Items - **10 mins**
  - a. **ACTION** – Approval and authorization of the Secretary to endorse the “Statement of Work” for the FY 2024-2025 Regional Service Grant (RSG) (*Attachment F*)
  - b. **ACTION** - Election of NHCOC Officers and Executive Committee for FY 2024-2025. The slate of Officers shall be approved at the June Annual Meeting per NHCOC Bylaws, **Nominating Committee (Carusillo, Jerram, Raap, Ridgeway)**
  - c. **ACTION** – Executive Committee recommendation to the board to create a Bylaws and Policies and Procedures Review Committee of 5 members to serve annually: effective July 1<sup>st</sup>.
  - d. **ACTION** - Approval of Meeting Minutes for May 9, 2024 (*Attachment G*)
  - e. **ACTION** - Approval of Monthly Financial Statement for April (*Attachment H*)
  - f. Correspondence - EPA Clean Heavy-Duty Program – Material from LiveGreenCT - Webinar June 17th 3-4PM - [https://usepa.zoomgov.com/webinar/register/WN\\_IZE3ZDAZT7-6Uskn3wXlCw#/registration](https://usepa.zoomgov.com/webinar/register/WN_IZE3ZDAZT7-6Uskn3wXlCw#/registration) (*Attachments I and J*)
  - g. Correspondence – Letter of Support for Winsted Health Center for the creation of Housing and Advanced Makerspace under an application to the Community Investment Fund (*Attachment K*)

- h. Correspondence – Letter of Support for the Town of Salisbury for the creation of 20 affordable housing units at Dresser Woods under an application to the Small Cities/CDBG grant (*Attachment L*)
- i. Correspondence – Letter of Support for the Town of Sharon for the creation of 4 affordable rentals managed by the Sharon Housing Trust under an application to the Small Cities/CDBG grant (*Attachment M*)
- j. Correspondence – Letter of Support for the Town of Warren for the creation of 8 affordable housing units at Warren Village under an application to the Small Cities/CDBG grant (*Attachment N*)

10. Open discussion/member advisement for the benefit of the NHCOC board – **10 mins**

11. Meeting adjournment

**----- Next NHCOC Regular Monthly Meeting – Thursday, July 11, 2024 at 10AM via ZOOM-----**