

VALLEY COUNCIL OF GOVERNMENTS

Railroad Station, 12 Main St., Derby, CT 06418

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VCOG MEETING NOTICE

Wednesday, October 10, 2007

11:30 a.m. *

at VCOG Offices

AGENDA

(Pledge of Allegiance)

- 1. Public Session**
- 2. Acceptance of Minutes of 9/12/07 Meeting (Enc.)**
- 3. Treasurer's Report (Enc.)**
- 4. Correspondence**
- 5. Discussion Re: Municipal Government Training Academy (Enc.)**
- 6. Discussion/Action on Justice Assistance Grant for Local Law Enforcement (JAGLLE) Program (Enc.)**
- 7. Update on Regional Performance Incentive Program**

*** Note: A light lunch will be provided at 11:30 a.m.**

MINUTES OF MEETING
VALLEY COUNCIL OF GOVERNMENTS
Wednesday, October 10, 2007
at VCOG Offices

Persons Present:

Mayor James Della Volpe, Ansonia
Mayor Anthony Staffieri, Derby
First Selectman Robert Koskelowski, Seymour
Mayor Mark Lauretti, Shelton (by phone)
Phil Robertson, City of Derby
Rick Dunne, VCOG Staff
David Elder “
Clare Falcha “
Jan Jadach “

Chairman Koskelowski called the meeting to order at 11:40 a.m. The Pledge of Allegiance was said. The Chairman then asked if anyone wished to speak during the public session. No one spoke and the public session was closed.

The **Minutes** of the 9/12/07 VCOG regular meeting were accepted.

Motion: By James Della Volpe; Second: Anthony Staffieri; Vote: Unanimous

Treasurer's Report – Rick Dunne noted that the members had the current P&L statement in front of them. He said staff members are working on special projects and this is helping to add to the reserve. We are trying to get the reserve back up to where it was, which is about half of the annual budget. There were no questions on the Treasurer's Report.

Motion: By James Della Volpe – To accept the Treasurer's Report as presented; Second: Anthony Staffieri; Vote: Unanimous

Correspondence – Rick informed the COG that we received a communication late regarding the Safe Routes to Schools Program. David Elder then handed out some information to the CEOs on this program and indicated that this is a new program. Every state has received funding for this. It is a two-step process. The first step is to identify basic infrastructure such as sidewalks, bike lanes, crosswalks, and pedestrian-focused infrastructure within a 2-mile proximity to region schools. The schools that are interested in developing a plan will then be required to create a plan that includes upgrades, and/or new construction that enables children to either walk or ride their bikes to school. The VCOG will receive \$12,000.00, 100% federally reimbursable, to assist the schools with the infrastructure identification. The school is responsible for completing the improvement plan. The VCOG will prioritize the submitted applications for the construction phase and forward this priority list to ConnDOT. Mayor Staffieri said that Bradley School will definitely qualify for this. David said that he would like to get in touch with the Boards of Education to offer them this opportunity. The COG will be involved in the ranking of the projects if we receive more than one.

Motion: By Anthony Staffieri – To authorize staff to apply for these funds; Second: James Della Volpe; Vote: Unanimous

Rick Dunne then brought up an FYI item. He said we had a previous request to VEMS that CMED send response reports to VEMS and that VEMS pass them to us quarterly. We have not received anything from VEMS but we are being notified by John Gustafson of CMED when he sends them to VEMS. Mr. Koskelowski asked if Rick sent a letter regarding stationing the vehicle in Seymour. Rick said he sent a copy of the motion with the COG's directive. The First Selectman said that as far as he is concerned, the COG funds it, so they can make the decision that it be stationed in Seymour.

At this time, Mayor Lauretti's phone participation was initiated.

Discussion Re: Municipal Government Training Academy – Rick indicated that this training is something set up by the Council of Governments of the Central Naugatuck Valley and the Naugatuck Valley Community College. It is training for municipal officials. He noted that there are hundreds of course offerings, including computer use, dealing with the public, labor, finance, public works, etc. There is a cost associated with sending your people for training. Rick said he will bring this up later in the meeting as a possible item for funding under the Regional Performance Incentive Program. Mayor Lauretti requested that Rick run through the categories again. Rick said the main topics of interest are: CT Local Government Structure, Municipal Management, Municipal Finance, Insurance Risk/Management, Public Safety, Public Works Administration, Recreation, Environmental Protection, Planning, Community & Economic Development, Uniform Construction Code and Information Technology. Mayor Lauretti then asked Rick to send this information to his assistant, Sandy Nesteriak, and Rick said he would.

Discussion/Action on Justice Assistant Grant for Local Law Enforcement (JAGLLE) Program – Rick said he had sent a memo on this to the COG and Chiefs of Police right after the last meeting. We received a request from OPM asking if our region is interested in administering this grant regionally. This is a replacement for the old block grants. Only Derby, Seymour and Shelton are eligible as Ansonia gets funding directly from the Dept. of Justice. Statewide, it is a relatively small amount of money for each town so, in the past, it was often left on the table due to admin costs, although the Valley towns have consistently accessed their respective grants. Rick noted that he has heard back from Seymour and Derby that they want to continue the program as it was. The state wonders if we would be interested in accessing the money regionally to purchase equipment or run some sort of training program. Rick then asked Mayor Lauretti if he had spoken to his chief on this. He had not but he wondered why we would change. Rick said that all of our towns have been accessing money and used it in the past. Ansonia would periodically come in and out of this group. Also, they would be paying this agency \$1,000 for admin which is \$1,000 off the top. Also, \$1,000 is not enough to administer. Rick would recommend leaving this as is. Mayor Lauretti said if that is okay with everyone else, it is okay with him.

Motion: By Anthony Staffieri – To continue direct municipal assistance from the state for this program; Second: James Della Volpe; Vote: Unanimous

Update on Regional Performance Incentive Program – Rick reminded the members that they had each appointed a representative to a working group on this program. This group has met twice since the last COG meeting. The working group consists of Rich Bshara, Ansonia;

Phil Robertson, Derby; Tony Caserta, Seymour; Charlene DeFilippo, Shelton. Rick then once again gave a little background on this program. He noted that we must file an application by December 1st if we are interested. After that, the towns would need to pass resolutions of support by January 1st. Rick then handed out the update he had sent to them following last week's working group meeting. At that meeting, they developed a short list of items to consider. Funding is only available in the first year and is to set up a system to coordinate between towns. He then went over the list of six items. 1) Energy aggregation. Derby and Seymour may have already committed to this. 2) Consolidation of IT and network management. The idea is to establish a common service desk for IT issues so that someone would be on call. There was also talk of sharing a band-width. They did not know if that would reduce DSL costs. Also, off site storage was mentioned. 3) Joint purchasing of municipal consumables. The opinion was that we don't need a grant to do this. 4) Municipal training. This was what was described earlier in the meeting. The idea is to apply for money under the grant to create the training program and provide the actual training. There is a question as to whether the state would pay the actual training costs. We would do the coordination through VCOG. 5) Workers' Comp Administration. Basically, this would be a consolidated case management office. Mr. Robertson suggested that with the money the towns are paying now for Webster, they could establish their own office and staff. Rick said the CEOs would know more about this than he does. 6) Provision of joint services. Purchase of equipment would be eligible under certain circumstances. Some examples are storm drain cleaning and pavement marking. Equipment may be purchased with the grant and it would have to be worked out as to who is responsible for maintenance and storage. We can use the grant to figure it out for the first year. OPM thinks that equipment would be eligible.

Rick also mentioned that the program wants us to quantify a reduction in the mill rates in each of the towns. He is now looking for direction from the COG members. The working group has met twice and has another meeting tentatively set up for Oct. 18th. If the Mayors choose, they can narrow it down to one item on the 18th and then begin to draft the application for consideration at the November COG meeting in order to get it to OPM by Dec. 1. Mayor Staffieri sees a possibility with joint purchasing and possibly with the purchase of large pieces of equipment that we need to use maybe once a year. If they can get the public works directors to come up with a list of equipment to be purchased, that would be a benefit. First Sel. Koskelowski indicated they have someone come in and clean storm drains each year. Pavement marking is done once a year and they subcontract out for that. Regarding workers' comp, the town is not in with the Board of Education as they have a high experience. All you need is one bad case to bring the rate up for everyone. He said purchasing equipment that we only need once a year would be good. Mayor Staffieri noted that when you are in a larger co-op to buy small items, you get a good price. Mayor Lauretti said a lot of that is on state bid. He cannot imagine getting a cheaper price than that. He also said the coordination of it all is a concern. Rick said this office can access the funding and dedicate a staff person to coordinating between the towns. We would be eligible for the funding at least in the first year.

The Mayors then discussed the joint purchase of equipment that a town does once a year. However, Ansonia already owns storm drain cleaning and pavement marking machines. Rick then said the one that seems to him as the easiest to do is network management. On a no-commitment basis, we could establish a central admin hot line and work that out for the towns. Phil Robertson asked if the grant would pay to hire a person for this. Rick said at least for the first year. Mayor Staffieri liked the idea as they are constantly bringing in an outsider to do this

work. The others agreed. Rick will ask the working group to bring anyone involved in IT in their town to the next meeting on the 18th.

There being no further business, the meeting was adjourned at 12:12 p.m.

Respectfully submitted,

Mark A. Lauretti,
Secretary