



NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

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MINUTES

March 21, 2025

Naugatuck Valley Council of Governments and Central Naugatuck Valley MPO

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702

NVCOG CEOs/Reps:

In person:

Jeffrey Caggiano, Mayor, Bristol; Andrew Martelli, Alternate, Cheshire; N. Warren “Pete” Hess, Mayor, Naugatuck; Bob Chatfield, Mayor, Prospect; Mark Laretti, Mayor, Shelton; Jeff Manville, First Selectman, Southbury; Paul Pernerewski, Mayor, Waterbury; Judy Mancini, Alternate, Waterbury; Tom Dunn, Mayor, Wolcott.

Remote:

Sheila O’Malley, Alternate, Ansonia; Gerard Smith, First Selectman, Beacon Falls; Joseph DiMartino, Mayor, Derby; Ed St. John, First Selectman, Middlebury; Kristyn Rosa, Alternate, Oxford; Mark Raimo, Town Manager, Watertown; Barbara Perkinson, First Selectwoman, Woodbury.

Guests:

Jerry Lukowski, Public Works Director, Watertown; James Nardozi, Executive Director, Waterbury Development Corp.; Meg Haffner, The Kennedy Collective (virtual); Michael D’Elia, The Kennedy Collective; Ellen Graham (Sen. Blumenthal); Jennine Lupo (Cong. Hayes); Pam Sucato (CTDOT); Ed Sabourin (CTDOT); Jonathan Dean (CTDOT); Michael Calabrese (CTDOT).

NVCOG Staff:

Executive Director Rick Dunne, Drew Baklik, Trish Bauer, Desira Blanchard, Patricia Bruder, Aaron Budris, Heidi Coronel, Richard Crowther, Rich Donovan, Thomas Dougherty, Kevin Ellis, Molly Johnson, Mark Nielsen, Eytayo Olaleye, Christine O’Neill, Inez Ortiz; Kate Pipa, Emely Ricci, Ricardo Rodriguez, Keith Rosenfeld, Craig Stevenson, Nicole Sullivan, Michael Szpryngel, Danny Thomas, Faith Thurmond, Savannah-Nicole Villalba.

Public Comment

There were no members of the public that wished to address the Board.

2025-2028 TIP Amendment Update – Project 0080-0128

Rich Donovan began by acknowledging attending representatives from the Connecticut Department of Transportation including members of the Office of Intergovernmental Affairs and the team leading the New Mix Project here in Waterbury.

He provided an update following last month’s action regarding Project 0080-0128, the Exit 17 interchange in Middlebury, where the Board had requested additional information.

The project is considered to be in an over-programmed state for FY2026. CONDOT Capital Services Unit are very careful to ensure that we use not only all of the money that is available to Connecticut, but also sometimes money that is left over from other States. The change proposed was part of that overall practice to ensure that funds for this project don't expire, given that this project is not going to be ready to move forward this year. We will have a more detailed schedule and an amended TIP amendment at our next meeting.

Waterbury Urban Area CMP

As discussed at the last few meetings, the Waterbury Urban Area has been designated as a Transportation Management Area. As such we are required to maintain a Congestion Management Process (CMP). NVMCOG has prepared this report containing data for the past several years, identifying the region's most congested spots, and actual strategies for congestion management. We are asking the Board to endorse the strategies contained in the report.

Bob Chatfield MOVED to adopt CNVMPO Resolution 2025-09, Waterbury Urban Area CMP; SECONDED by Jeff Manville. Motion carried unanimously.

Minutes for Approval – 02-21-2025 CNVMPO-NVMCOG meeting minutes

Tom Dunn MOVED to approve the February 21, 2025 CNVMPO-NVMCOG meeting minutes; SECONDED by Jeff Caggiano. Motion carried unanimously.

Financial Report

Mike Szpryngel reported we're 58 percent or seven months through the year. The current bottom line is \$63,000 with a cash balance of \$2.8 million. Our general fund is \$1.48 million, which is about 26% of our annual budget. Our expense line, budget to actual, is about 42 percent, and we anticipate converging to target by year end. There were no unexpected funding cuts. CPRG funding has resumed but we are using billing on a month-to-month basis now.

Bob Chatfield MOVED to approve the Financial Report for the period ending 01-31-2025; SECONDED by Jeff Manville. Motion carried unanimously.

Audit Report

Mike explained that the Audit was reviewed by the Audit Committee last week. There were no material weaknesses in internal controls. All financial statements were presented fairly in all material respect. We ended the year with a surplus of just over \$90,000 even though we budgeted a \$0 surplus. We had a \$46,000 increase in government activities and our indirect rate came in at 119, which is a 4.5 percent decrease from what was budgeted for operating expenses. Essentially, we did more with less. We will be returning about \$31,000 to CONDOT due to the indirect cost reconciliation.

Chairman Hess noted, for the record, that the audit has been received.

Kinneytown Land Banking Agreement

Rick Dunne explained that the Land Banking Agreement for the Kinneytown Dam Project is statutorily required under the Brownfield Land Banking Act in Connecticut. The COG must enter into the agreement as the governmental entity and is entering into the agreement with the Connecticut Brownfields Land Bank. The agreement lays out the statutory obligations of both parties under the Act and governs the conduct of both going forward.

The Resolution will empower Mayor Hess to sign on behalf of NVCOG, and Rick Dunn to on behalf of the Connecticut Brownfields Land Bank. The Agreement has been drafted and reviewed by our attorneys, and the Executive Board recommends adoption.

Bob Chatfield MOVED to adopt NVCOG Resolution 2025-11 – Kinneytown Land Banking Agreement; SECONDED by Tom Dunn. Motion carried unanimously.

Lease Agreement between NVCOG and the City of Waterbury

The Executive Committee reviewed the negotiated lease between the City of Waterbury and NVCOG for the space identified as Unit 6 at 27 West Main Street, otherwise known as One Exchange Place. They are recommending adoption by the full Board.

The lease was negotiated by attorneys on both sides, as well as staff and officials from the City and NVCOG. After reviewing highlights of the proposed lease, Rick concluded that it's a good deal for both parties. We are committing to a 10-year initial term, and then two five-year renewals. We expect to spend about \$250,000 of the fund balance to take care of moving and storage costs, some of our security installation, bringing fiber into the building, and adding our own IT network. We expect to be able to move sometime this fall. Rick will meet with the current landlords to work out staying after our lease here expires on June 30th.

In response to a question regarding the extra square footage in the new location, Rick explained that currently we have 7 people in the hallways, 3 tripled up, 2 doubled up, and no equipment/copier space or secure room for our drones. We pay for 7,000 sf here but only have 5,200 sf of usable space. The new location will provide a full 8,100 sf of usable space.

Bob Chatfield MOVED to adopt NVCOG Resolution 2025-12 – Lease Agreement, 27 West Main Street, 6th floor, A/K/A One Exchange Place; SECONDED by Tom Dunn. Motion carried unanimously.

Emergency Management Update

Drew Baklik reminded the Board that on April 1st CCM is holding their Annual Connecticut Emergency Management Symposium at Camp Nett in Niantic.

Also on April 1st, we're losing our friend and partner from DEHMS, John Field, to retirement. Drew thanked John for his guidance in emergency management and for him personally over the last two years.

Bob Chatfield asked that a letter is sent to John Field on behalf of the NVCOG Board.

NVEDD Update

Drew continued, NVCOG is working with the EDA, the United States Economic Development Administration, to determine what the new rules are going to be around creating a CEDS (Comprehensive Economic Development Strategy) for the region. We should have something substantive for the Board in the next month or two. Will move forward with next steps.

EDA is still operating and expects to be funded but there is a lot of uncertainty about the timeline. We are working with SEDC to talk about next steps and a handoff of that responsibility.

Regional Fire Training School Update

Drew has been looking into the status of a regional fire training school. He spoke with Craig Henderson, director of the current school. He and the rest of the Waterbury area chiefs have been working with some key legislators, area legislators at the State level, to get this back to the top of the docket. Three will probably be no action this session. Plans are drawn up for the Cheshire location; the State owns the land. Drew will keep the board updated if there's an opportunity for a letter of support or anything else from this body.

Several of the Board members noted that it has been discussed on end; there have been presentations, the money appropriated, the projects bid, for more than 20 years and nothing has been done. Bob Chatfield noted that we should thank the Town of Wolcott for the use of their buildings at the site of their old landfill; if not for them there wouldn't have been anything for the last 25 years.

The Board discussed the formation of an ad hoc committee. Drew will pull together a committee of interested parties to make recommendations.

COMMUNITY PLANNING

Regional Plan of Conservation and Development Update

RPOCD Chair Andrew Martelli explained that the committee is moving forward with the plan for the Naugatuck Valley Regional Plan of Conservation and Development. A survey went out to all the CEOs and TTAC members. Responses are due by April 4th. It is a rather lengthy survey, but it identifies a full gamut of issues facing each of the municipalities as well as the region in general. The responses are intended to guide all the different sections of the regional plan which is a multi-year effort that we're in the midst of now, which staff is doing an excellent job of facilitating.

As of this meeting, 14 municipalities have completed the survey; reminders will be sent to those still outstanding.

TRANSPORTATION PLANNING

Title VI Plan Update

Desira Blanchard explained that the Title 6 Plan ensures our compliance with the Civil Rights Act of 1964 preventing discrimination on the basis of race, color, and national origin. This update includes population data, an analysis of our transportation improvement program, and strategies for public participation in language assistance. The public comment period closed on March 17, and we have received no additional comments.

Paul Pernerewski MOVED to adopt NVCOG Resolution 2025-09 – Title VI Plan; SECONDED by Bob Chatfield. Motion carried unanimously.

Public Participation Plan

Desira explained, the Public Participation Plan serves as a framework for ensuring meaningful and effective public involvement in processes. Federal regulations require that we develop and use a documented public participation plan. This update proposes revisions reflecting changes in technology and updated and enhanced strategies.

Tom Dunn MOVED to adopt NVCOG Resolution 2025-10 – Public Participation Plan; SECONDED by Jeff Manville. Motion carried unanimously.

Community Connectivity Grant Program

Nicole Sullivan reminded the Board that DOT has opened its solicitation for the Community Connectivity Grant Program. Applications from municipalities are due by Wednesday, May 21. NVCOG staff are available to assist with project concept development or to provide letters of support.

New Mix Planning Update

CTDOT Policy & Intergovernmental Affairs Planning Director Pam Sucato, Mike Salter from Intergovernmental Affairs, Project Engineer Ed Sabourin, Project Manager Jonathan Dean, and Highway Design Transportation Division Chief Michael Calabrese were present to talk about the ongoing New Mix Project.

The presentation may be viewed on NVCOG's YouTube channel: [CNVMPO-NVCOG Meeting - March](#) starting approximately at position 42:43 and ending approximately at position 1:08:00.

Rich Donovan explained that there will be continued coordination between NVCOG and the project over time. NVCOG will be preparing some comments incorporating some of what was said today as well as some Staff comments. We'll bring a draft of that to the next meeting to ask the Board's endorsement.

ENVIRONMENTAL PLANNING

Brownfields Update

Ricardo Rodrigues reported that the RBP Board met on the 14th. Out of the six firms that submitted bids for 1106 Bank Street, Waterbury, the board eliminated four of them and requested that the final two submit some additional information. The Board will reconvene next week to review and select an LEP.

The RLF will meet today to select new projects - 698 South Main Street and 000 West Main Street, Waterbury are being considered for subgrants. They're also considering 300 Broad Street, Bristol and 196 Mill Street, Waterbury.

Every COG is preparing to submit a response to EPA Supplemental Funding. Round submissions are due on the 26th. We'll be requesting the maximum allowed which is \$4 million for cleanup funding. Municipalities should let us know if they have any Brownfield projects that may need cleanup funding in the future – we can discuss them and will include viable projects in our application.

Kinneytown Dam Update

Aaron Budris reported that the acquisition is moving forward with the Land Banking Agreement approved earlier today. GEI Consultants are onboard and beginning their data collection for the dam removal engineering effort. They are coordinating with CDM Smith, who is doing the design of the relocation of the sewer siphons in Seymour that pass under the river above the dam. That has to be done before the dam removal.

The next Community Meeting will be held at 6 p.m. on Monday, March 24th at the Seymour Community Center. These meetings are informal conversations where we give the public updates, hear their concerns, and discuss the project to make sure that everybody's on the same page. They are held every other month alternating in Seymour and Ansonia.

We continue to work on funding requests and have submitted an additional request for \$10 million to NOAA in January. We have another \$8 million request going out in the next few weeks to NOAA for two different programs. We've just submitted a request to DECD for their Brownfield Remediation Program for \$4 million. We will keep going after the funding that's out there. There's a lot of uncertainty at the Federal level, but we're really leaving no stone unturned looking for funding for this project.

Rick Dunne added that the closing could occur by the end of March pending satisfaction of some outstanding issues by the attorneys of the current owners. The Brownfields Land Bank will be acquiring directly from the current owner.

Household Hazardous Waste

Thomas Dougherty reminded the Board that the first Household Hazardous Waste event of the year will be held from 8 a.m. to 2 p.m. Saturday, April 12th at Naugatuck Transfer Station. Reminder emails have been sent to all participating municipalities about the event, and to ask each municipality to provide one staff member for this event if they have not already done so. Last year, we prevented 2,199 carloads of hazardous waste from entering our waste stream and environment. We look forward to another successful year of the waste management that this program provides.

CEO Roundtable

None.

Adjournment

Tom Dunn MOVED to adjourn; SECONDED by Jeff Caggiano. Motion carried unanimously.

The next regular CNVMPO-NVCOG meeting is scheduled for Friday, May 16, 2025.

There is no meeting scheduled for April.

Respectfully submitted,



Patricia Bruder
Executive Administrative Clerk

Attachments:

CNVMPO Resolution 2025-09 – CMP

NVCOG Resolution 2025-09 – Title VI Plan

NVCOG Resolution 2025-10 – PPP (Public Participation Plan)

NVCOG Resolution 2025-11 – Kinneytown Land Banking Agreement

NVCOG Resolution 2025-12 – Lease Agreement – City of Waterbury – 27 W. Main Street



**CENTRAL NAUGATUCK VALLEY
METROPOLITAN PLANNING ORGANIZATION**

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**RESOLUTION 2025-09
ENDORSEMENT OF THE WATERBURY URBANIZED AREA TRANSPORTATION
MANAGEMENT AREA
CONGESTION MANAGEMENT PROCESS**

WHEREAS, The Central Naugatuck Valley MPO is designated by the US Department of Transportation as the transportation planning agency for the Central Naugatuck Valley Planning Region, and conducts the transportation planning process in accordance with Section 450 of Title 23 of the Code of Federal Regulations, as amended by the Fixing America's Surface Transportation Act (FAST Act), authorized by the Infrastructure Investment and Jobs Act (IIJA), and related US Department of Transportation planning regulations; and,

WHEREAS, Transportation Management Areas (TMA) are designated urban areas with populations of greater than 200,000 residents; and,

WHEREAS, TMAs are required to develop and maintain a Congestion Management Process that identifies a CMP network, utilizes data to identify problem areas, and includes a listing of strategies to improve key performance measures; and,

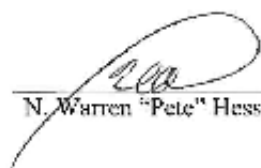
WHEREAS, The CNVMPO includes several towns within the Waterbury TMA, including Beacon Falls, Cheshire, Middlebury, Naugatuck, Prospect, Waterbury, Watertown, Wolcott, and Woodbury, and as of the 2020 US Census Bureau designation of Urban Areas; and,

WHEREAS, NVCOG staff worked to develop a TMA-wide CMP;

NOW THEREFORE BE IT RESOLVED, that the Central Naugatuck Valley MPO, after reviewing the final draft of the Waterbury, CT Urbanized Area Transportation Management Area Congestion Management Process, endorses the CMP as the congestion management strategy for the part of the MPO covered by the urban area.

This resolution shall become effective as of March 21, 2025.

I do hereby certify that the resolution adopted by the Central Naugatuck Valley MPO at a public meeting held on March 21, 2025, at which a quorum was present and that the same is a correct and true transcript from the original thereof.



N. Warren "Pete" Hess, Chair

March 21, 2025

Date

**RESOLUTION 2025-09
ENDORSEMENT
TITLE VI PLAN UPDATE FOR THE
NAUGATUCK VALLEY COUNCIL OF GOVERNMENTS**

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its meeting on March 21, 2025, in Waterbury, Connecticut, at which a quorum was present.

WHEREAS, the Federal Transit Administration (hereinafter “FTA”) requires that each Direct Recipient of FTA assistance develop and maintain a Title VI program plan which adheres to US Department of Transportation regulations contained in 49 C.F.R. § 21;

WHEREAS, the Connecticut Department of Transportation requires the Naugatuck Valley Council of Governments to also maintain a Title VI program plan that complies with FHWA standards;

WHEREAS, the Naugatuck Valley Council of Governments (hereinafter “NVCOG”) is a Direct Recipient of FTA and FHWA financial assistance;


WHEREAS, the NVCOG has developed a Title VI program plan consistent and in conformity with the regulations contained in 49 C.F.R. § 21, and the Title VI program plan was presented to NVCOG Board at the June 10, 2022, meeting;

WHEREAS, meetings were held on January 30th and February 26th to share the plan with the public, and no adverse comments were received during these meetings;

BE IT RESOLVED, that the NVCOG endorses and adopts the Title VI program plan update, as presented for the Naugatuck Valley Council of Governments, and authorizes Rick Dunne, Executive Director of the NVCOG, to submit the Title VI program plan update to the FTA.

Agency: Naugatuck Valley Council of Governments

Dated at Waterbury, Connecticut, March 21, 2025

Signed 
N. Warren “Pete” Hess, Chair



**NAUGATUCK VALLEY
COUNCIL of GOVERNMENTS**

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RESOLUTION 2025-10

NVCOG PUBLIC PARTICIPATION PLAN

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its meeting on March 21, 2025 in Waterbury, Connecticut, at which a quorum was present.

WHEREAS, the Naugatuck Valley Council of Governments (NVCOG) engages in planning and project development that directly affects the public at large; and

WHEREAS, State and Federal legislation require the NVCOG to inform the public at large of planning and projects which may affect them, and further the State and Federal governments define specific regulation of this process; and

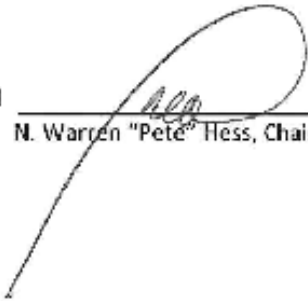
WHEREAS, NVCOG staff have developed a Public Participation Plan informed by State and Federal legislation and regulation, as well as best practice, to guide the NVCOG's public outreach efforts.

NOW THEREFORE, BE IT RESOLVED, that the NVCOG approves of the Public Participation Plan defining the minimum level of public outreach required of the NVCOG for typical planning and project development.

Dated at Waterbury, Connecticut, on March 21, 2025

Agency: Naugatuck Valley Council of Governments

Signed _____


N. Warren "Pete" Hess, Chair

RESOLUTION 2025-11

Kinneytown Dam Land Banking Agreement

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its meeting on March 21, 2025 in Waterbury, Connecticut, at which a quorum was present.

WHEREAS, the of Naugatuck Valley Council of Governments ("NVCOG") has accepted the award of a grant from the National Oceanic and Atmospheric Administration in order to facilitate the removal of the Kinneytown Dam and the restoration of the Naugatuck River; and

WHEREAS, NVCOG has determined it is in the best interest of achieving this objective to authorize and approve the execution of the Land Banking Agreement with the Connecticut Brownfield Land Bank, Inc. (the "Document") and attached hereto as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED, that NVCOG hereby authorizes its Chair, N. Warren "Pete" Hess, to execute and deliver the Document on behalf of NVCOG, with such modifications as he may deem necessary or appropriate in his discretion; and

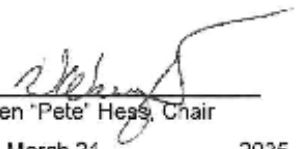
FURTHER RESOLVED, that the Chair is hereby authorized and directed to take any and all actions, and to execute and deliver any and all further documents, agreements, and instruments as may be necessary or appropriate to effectuate the foregoing resolution; and

FURTHER RESOLVED, that any and all actions taken by the Chair on behalf of NVCOG prior to the adoption of this resolution with respect to the execution of the Document are hereby ratified, confirmed, and approved in all respects; and

FURTHER RESOLVED, that this resolution shall remain in full force and effect until revoked by further resolution of NVCOG.

IN WITNESS WHEREOF, the undersigned, being the duly elected and acting Chair of NVCOG, certifies that the foregoing is a true and correct copy of the resolutions duly adopted by at a meeting held on March 21, 2025, at which a quorum was present and acting throughout.

Agency: Naugatuck Valley Council of Governments

Signed 
N. Warren "Pete" Hess, Chair

Dated at Waterbury, Connecticut, on March 21, 2025



**NAUGATUCK VALLEY
COUNCIL of GOVERNMENTS**

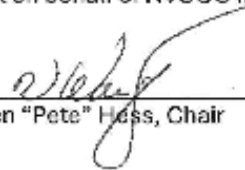
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RESOLUTION 2025-12

Lease Agreement between NVCOG and the City of Waterbury

I certify that the following is a true copy of the vote of the Naugatuck Valley Council of Governments at its meeting on March 21, 2025 in Waterbury, Connecticut, at which a quorum was present.

BE IT HEREBY RESOLVED, that NVCOG authorizes its Executive Director, Richard T. Dunne, to execute any and all documents necessary to effectuate the Lease Agreement between Naugatuck Valley Council of Governments and the City of Waterbury for the office space at Unit 6, 21 West Main Street, Waterbury, A/K/A One Exchange Place, and deliver the document on behalf of NVCOG in the form recommended by the Executive Committee.



N. Warren "Pete" Hess, Chair

March 21, 2025
Date