

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360
(860) 889-2324/Fax: (860) 889-1222/Email: office@seccog.org

November 8, 2022

To: SCCOG Representatives and Alternates
Liaison Representatives
Other Interested Parties

From: Fred Allyn, III, Chairman

The Council of Governments will meet on [Wednesday, November 16, 2022](#), at 8:30 a.m., in person at the SCCOG Office, 5 Connecticut Avenue, Norwich, CT.

AGENDA

- 1) Call to Order
- 2) Roll Call
- 3) Act on Minutes of the October 19th Meeting (*Attachment #1*)
- 4) Treasurer's Report (*Attachment #2*)
- 5) Communications (*Attachment #3*)
- 6) Public Comment
- 7) Guest Speaker: Connecticut Inspector General's Office
- 8) Committee and Liaison Reports
 - a) Executive Committee (*Attachment #4*)
 - i) FY 2021 STIP/TIP Amendments (to be taken up under Item 11.a, New Business)
 - ii) Proposed FY 2023 Budget amendment *action item*
 - iii) Proposed Amendments to SCCOG Bylaws *action item*
 - iv) Resolution: Safety Performance Measures *action item*
 - v) Resolution: DEMHS FY 2021 EMPG Hazmat Grant *action item*
 - b) Legislative Committee (*Attachment #5*) *action item*

Member Municipalities: Bozrah * Colchester * East Lyme * Franklin * Griswold * Borough of Jewett City * City of Groton * Town of Groton * Lebanon * Ledyard * Lisbon * Montville * New London * North Stonington * Norwich * Preston * Salem * Sprague * Stonington * Stonington Borough * Waterford * Windham

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- c) Tribal Liaison Representatives
- d) Military Command Representatives
- e) Congressional Office Report
- f) seCTer
- g) Eastern CT Tourism District
- h) SEAT
- i) Regional Water Committee
- j) Regional Emergency Planning Team
- k) Regional Human Services Coordinating Council
- l) Southeastern CT Cultural Coalition

9) Executive Director's Report (*Attachment #6*)

10) Old Business

11) New Business (*Attachment #7*)

i) FY 2021 STIP/TIP Amendments *action item*

FACod	Proj#	Description	Phase	Year	ot\$(00	ed\$(00	ta\$(00	Comments
CMAQ	0170-3629	INSTALL EV CHARGERS AT CTDOT D2, 3 & 4 HQS	CON	2023	1,101	881	220	NEWPROJECT
TAPB	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC ENTRY	PE	2023	0	0	0	NEWPROJECT
TAPB	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2023	133	106	27	NEWPROJECT
TAPB	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2024	133	106	27	NEWPROJECT
TAPB	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	FYI	399	319	80	NEWPROJECT
TAP-Flex	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC ENTRY	PE	2023	0	0	0	NEWPROJECT
TAP-Flex	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2023	376	301	75	NEWPROJECT
TAP-Flex	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2024	376	301	75	NEWPROJECT
TAP-Flex	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	FYI	1,128	902	226	NEWPROJECT
TAPH	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC ENTRY	PE	2023	0	0	0	NEWPROJECT
TAPH	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2023	140	112	28	NEWPROJECT
TAPH	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2024	140	112	28	NEWPROJECT
TAPH	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	FYI	420	336	84	NEWPROJECT
TAPNH	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC ENTRY	PE	2023	0	0	0	NEWPROJECT
TAPNH	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2023	85	68	17	NEWPROJECT
TAPNH	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2024	85	68	17	NEWPROJECT
TAPNH	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	FYI	256	204	51	NEWPROJECT
TAPNL	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC ENTRY	PE	2023	0	0	0	NEWPROJECT
TAPNL	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2023	28	23	6	NEWPROJECT
TAPNL	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2024	28	23	6	NEWPROJECT
TAPNL	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	FYI	85	68	17	NEWPROJECT
TAPS	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC ENTRY	PE	2023	0	0	0	NEWPROJECT
TAPS	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2023	14	11	3	NEWPROJECT
TAPS	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2024	14	11	3	NEWPROJECT
TAPS	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	FYI	41	33	8	NEWPROJECT
TAPW	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC ENTRY	PE	2023	0	0	0	NEWPROJECT
TAPW	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2023	4	3	1	NEWPROJECT
TAPW	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	2024	4	3	1	NEWPROJECT
12) TAPW	0170-5032	TA PROGRAM - FEDERALLY ELIGIBLE ENGINEERING ACTIVITIES - AC CONVERSION	PE	FYI	12	10	2	NEWPROJECT

13) Next Meeting: December 21, 2022 Location TBD.

14) Adjournment

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360

(860) 889-2324/Fax: (860) 889-1222/Email: office@seccog.org

Minutes of the October 19, 202 Meeting of the Southeastern CT Council of Governments

Held at SCCOG, 5 Connecticut Avenue, Norwich, CT

PRESENT:

Bozrah	Glenn Pianka	Montville	-
Colchester	-	New London	Michael Passero
East Lyme	-	Norwich	-
Franklin	Charles Grant	North Stonington	Bob Carlson
Griswold	-	Preston	Sandra Allyn-Gauthier
Jewett City	-	Salem	-
City of Groton	-	Sprague	Cheryl Blanchard
Town of Groton	-	Town of Stonington	Danielle Chesebrough
Lebanon	Kevin Cwikla	Stonington Borough	Jeff Callahan
Ledyard	Fred Allyn, III (Chairman)	Waterford	-
Lisbon	-	Windham	Jim Rivers
Military Liaisons:	US Coast Guard Academy: LCDR Samuel Andriessen New London SUBASE: Steve Sadlowski		
Tribal Affiliates:	Mohegan Tribe: - Mashantucket Pequot Tribal Nation: Bob Hayward		

SCCOG staff: Amanda Kennedy, James Butler, Kate Rattan. seCTER: Paul Whitescarver. CT DOT: Jennifer Pacacha. Eversource: Teresa Jackman, Jaquan Samuels. Office of Sen. Murphy: Erin McBride. Office of Rep. Courtney: Ayanti Grant. TVCCA: Deb Monahan. SE CT Cultural Coalition: Wendy Bury.

1. Call to Order: The Chairman called the meeting to order at 8:30 a.m. The Chairman led the Pledge of Allegiance.
2. Roll Call: A quorum was present.
3. Act on Minutes of September 21, 2022 Meeting:

MOTION: To approve the minutes of 9/21/2022 (Cwikla, Grant). Executive Director Kennedy noted one correction to be made. Motion passed unanimously.

4. Treasurer's Report:

Ms. Kennedy reported that DEMHS continues to work to improve their reimbursement rate, and has filled open positions and signed a contract with a payment management system vendor.

MOTION: To approve the Treasurer's Report (Cwikla, Grant). Motion passed unanimously.

5. Communications: SCCOG received a copy of Connecticut Natural Gas Corporations' Biennial Forecast of Natural Gas Demand and Supply, as required by law.
6. Public Comment: Ms. Jackman distributed information regarding the process for utility shutoffs and introduced Jaquan Samuels, Community Relations Specialist for portions of eastern Connecticut. Ms. Monahan reminded the SCCOG of utility assistance available through TVCCA (860-425-6681).
7. Guest Speaker: Captain Paul Whitescarver, seCTer's Executive Director, presented a summary of the functions of seCTer and the contents of the upcoming update of the region's Comprehensive Economic Development Strategy (CEDS), a draft of which is expected to be presented for adoption by the SCCOG in November. Survey respondents were asked to pick the top 3 most pressing economic issues (out of 17 choices), and most frequently selected lack of available workforce, lack of affordable housing, and lack of regional collaboration/efficiencies. Mr. Pianka noted that regionalizing municipal positions could result in large savings especially for smaller municipalities. Mr. Allyn noted that SCCOG's Shared Services study was originally conducted primarily to find opportunities for savings, but now there is extra pressure to find staff to fill open positions. Mr. Whitescarver noted New England's historical legacy of public services being provided at the municipal level.

The CEDS draft will be presented for SCCOG endorsement and will go out for public review prior to being submitted to US EDA.

8. Committee and Liaison Reports

A) Executive Committee

- i) FY 2021 STIP/TIP Amendments: Ms. Kennedy noted that the Executive Committee recommended approval and that this item would be discussed under new business.
- ii) Change to Asset Capitalization Limit: Ms. Kennedy noted that the Executive Committee recommended approval and that this item would be discussed under new business.
- iii) Proposed Amendments to SCCOG Bylaws: Ms. Kennedy noted that the Executive Committee recommended approval and that this item would be discussed under new business.

B) Legislative Committee: Mr. Grant stated that he would be calling a meeting of the legislative committee in early November and asked that individuals interested in participation contact Ms. Kennedy. Mr. Whitescarver asked if non-SCCOG members

could participate and Mr. Grant responded that while not members of the committee, they would be welcome to provide input.

- C) Tribal Liaison Representatives: Mr. Hayward noted that they are tracking Covid activity, which has continued at a low level. He also noted that the Mashantucket-Pequots are interested in regionalism, as they provide services to their small population of tribal members.
- D) Military Command Representatives: Mr. Sadlowski provided a summary of several items including the return of the USS San Juan to SUBASE New London, and the honorary naming of Crystal Lake Drive as Submarine Capital Avenue. LCDR Andriessen noted recent events at the Coast Guard Academy including an Unmanned Aerial Vehicle Symposium, homecoming, and a ribbon-cutting for the future Maritime Center of Excellence.
- E) Congressional Office Report: Ms. Grant reported that Representative Courtney's office has been working to find resolution for issues being experienced by municipalities with the federal Sam.gov grants system, and that community project funding from the past round has begun to reach recipients. Ms. McBride stated that Sen. Murphy is working on the FY23 budget as well as IJA implementation.
- F) seCTer: The Annual Meeting is November 10th and all are invited.
- G) Eastern CT Tourism District: No report.
- H) SEAT: No report.
- I) Regional Water Committee: No report.
- J) Regional Emergency Planning Team: Mr. Sparkman encouraged his fellow chief elected officials to attend future meetings of the Regional Emergency Planning Team in person to provide independent review of the budget developed by the Steering Committee, as opposed to sending proxies who are often members of the Steering Committee.
- K) Regional Human Services Coordinating Council: Ms. Monahan reported that the RHSCC will meet on October 21st.
- L) SE CT Cultural Coalition: Ms. Bury stated that the Coalition is still seeking municipal contacts to verify information going in to the Regional Profile currently being prepared. Ms. Bury stated that the Coalition is evaluating how arts have been/can be supported by municipalities pre- and post-COVID/ARPA. Ms. Bury asked if SCCOG could review other relevant organization's legislative agendas and highlight common priorities.

10. Executive Director's Report

Ms. Kennedy stated that the SCCOG is eligible for an additional \$165,000 in federal transportation planning funds this fiscal year as a result of the passage of the recent IJA infrastructure bill, and that she would submit a revised Unified Planning Work Program (UPWP) to the SCCOG for their approval in November, which is a condition of accessing the funds. SCCOG will need to provide the full non-federal match for these funds (20%) instead

of the usual 10% because the State did not budget for and will not provide their customary 10%. Ms. Kennedy stated that she will also submit a revised FY 2023 budget for SCCOG approval, which will include the additional federal funds.

Ms. Kennedy reported that SCCOG has been working to address staffing shortages in Building Inspection, planning, and zoning enforcement, and was making progress finding a replacement Building Inspector for Ledyard and Preston, as well as providing interim planning and ZEO services in North Stonington and Preston.

Ms. Kennedy noted that SCCOG had begun a project to develop a regional open space plan, and that local planners would be invited to an introductory meeting in the next few weeks.

11. Old Business: None.

12. New Business:

A) FY 2021 STIP/TIP Amendments

Region	FACode	Proj#	Rte/Sys	Town	Description	Phase	Year	Tot\$ (000)	Fed\$ (000)	Sta\$ (000)	Loc\$ (000)	Comments
10,11,13	STPA	0172-0525	VARIOUS	DISTRICT 2	REPLACE TRAFFIC CONTROL SIGNALS AT VARIOUS LOCATIONS	PD	2023	645	645	0	0	NEW PROJECT
10,11,13	STPA	0172-0525	VARIOUS	DISTRICT 2	REPLACE TRAFFIC CONTROL SIGNALS AT VARIOUS LOCATIONS	FD	2024	554	554	0	0	NEW PROJECT
10,11,13	STPA	0172-0525	VARIOUS	DISTRICT 2	REPLACE TRAFFIC CONTROL SIGNALS AT VARIOUS LOCATIONS	ROW	2024	150	150	0	0	NEW PROJECT
13	STPR	0052-0094	ROUTE 32	FRANKLIN	REPLACE BR 00935 o/ NEW ENGLAND CENTRAL RAILROAD	PD	2023	1,060	848	212	0	NEW PROJECT
13	STPR	0052-0094	ROUTE 32	FRANKLIN	REPLACE BR 00935 o/ NEW ENGLAND CENTRAL RAILROAD	FD	2024	778	622	156	0	NEW PROJECT
13	BRFP	0052-0094	ROUTE 32	FRANKLIN	REPLACE BR 00935 o/ NEW ENGLAND CENTRAL RAILROAD	CON	FYI	15,700	12,560	3,140	0	NEW PROJECT
10,11,13	STPA	0172-0524	VARIOUS	DISTRICT 2	REPLACE HIGHWAY ILLUMINATION AT VARIOUS LOCATIONS	PD	2023	360	288	72	0	NEW PROJECT
10,11,13	STPA	0172-0524	VARIOUS	DISTRICT 2	REPLACE HIGHWAY ILLUMINATION AT VARIOUS LOCATIONS	FD	2023	500	400	100	0	NEW PROJECT

Motion: To approve the proposed TIP Amendments (Grant, Passero). Motion passed unanimously.

B) Change to Asset Capitalization Limit – Action Item

Ms. Kennedy stated that SCCOG’s accountant and auditor recommended a change to SCCOG’s capitalization limit (value of items that are tracked and depreciated as capital assets) from \$1,000 to \$5,000.

Motion: To approve changing the asset capitalization limit from \$1,000 to \$5,000. (Cwikla, Grant). Motion passed unanimously.

C) Proposed amendment to SCCOG Bylaws

Chairman Allyn reviewed the proposed changes to the SCCOG Bylaws, which would provide a non-voting seat on the Board for a representative of CTDOT and a voting seat on the board for a representative of SEAT, as required by federal transportation law. Ms.

Kennedy noted that this requirement has been in place for several years, SCCOG has been cited for non-compliance during its quadrennial review by FHWA several times, and was recently reminded of the need to comply during an interim check-in. Ms. Kennedy noted a third change to the bylaws would add the Senior Advisor as back up to the Executive Director to sign checks. Mr. Passero asked for clarification that the proposed change would provide a vote to SEAT in addition to the current SEAT Chair's SCCOG membership as Chief Elected Official. Ms. Kennedy confirmed. Discussion over potential SEAT representative under proposed bylaw, which need not be a current member of SCCOG. Ms. Kennedy added that the SEAT representative would only be allowed to vote on MPO matters; i.e. transportation plans and funding decisions SCCOG votes on as the region's designated metropolitan planning organization. Ms. Kennedy stated that per SCCOG's bylaws, the proposed amendment must be submitted to the SCCOG agenda twice before it could be voted upon, so this item will appear on November's agenda for potential action.

13. Next Meeting:

The Chairman stated that the next meeting would be November 16, 2022.

14. Adjournment:

Motion to adjourn (Grant, Cwikla). The Chairman adjourned the meeting without exception at 9:30 a.m.

Respectfully Submitted,

Amanda Kennedy, Executive Director, on behalf of Cheryl Blanchard, Secretary

TREASURER'S REPORT**ATTACHMENT #2**

Southeastern Connecticut Council of Governments

08 November 2022

1.	Checking Account	
	Acct Ending: 5493, Dime Checking	
	Balance 10/1/2022	\$ 255,389.70
	Receipts:	
	Grants & Payments	\$ 502,426.67
	Total:	\$ 757,816.37
	Expenditures:	
	Regular expenses including	
	October Payroll	\$ 154,607.53
	Balance, 11/01/2022	\$ 603,208.84
2.	Interest-Bearing Reserve Accounts, as of 09/30/22:	
	a. State Treasurers STIF Acct Ending: 76140	\$ 328,625.87
	(Includes RPIP Grant)	
3.	Outstanding Requisitions	
	CTDOT, FY 23 PL #3	\$ 38,934.99
	CIRCA/Resilient CT 2.0, Invoice No 2	\$ 10,000.00
	DEMHS FY 19 RCG [7 Reimbursements Outstanding]	\$ 75,323.73
	DEMHS FY 20 RCG [7 Reimbursements Outstanding]	\$ 27,631.95
	DEMHS FY 20 EMPG [3 Reimbursements Outstanding]	\$ 66,459.94
	DEMHS FY 21 RCG [1 Reimbursement Outstanding]	\$ 5,230.00
		\$ 223,580.61

Amanda Kennedy

From: Mark Oefinger <markoefinger@yahoo.com>
Sent: Sunday, November 6, 2022 10:35 PM
To: Amanda Kennedy
Cc: Norton Wheeler; Fred Allyn III; Deb Monahan; Susy Hurlbert
Subject: SCCOG Representation on SECHA Board

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Amanda -

As you are aware the SECHA Membership Committee met last Friday to begin their deliberations concerning recommendations for Board reappointments, new appointments and a slate of officers for their upcoming Annual Meeting in April.

Given the growing importance of and focus on housing issues in area communities and the region at-large, the Membership Committee felt it would be beneficial to have additional SCCOG representation on the SECHA Board. Currently Mayor Allyn is the sole COG representative on the SECHA Board. and his term is up in 2023. Mayor Allyn has been an active and vital Board member and if he is willing (and with the COG's endorsement) we would welcome the opportunity to recommend his reappointment to the full SECHA Board. Given the size of the SECHA Board a total of 2 or 3 representatives from the COG. seems appropriate.

It would be appreciated if you could bring this request to the attention of the COG Executive Committee and/or the full COG for there consideration. If you and/or they have any questions concerning this request, please let me know.

Thank you!

Mark

Mark R Oefinger, AICP
201 Broad St.
Groton, Ct. 06340
8603261315

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS
5 Connecticut Avenue, Norwich, Connecticut 06360
(860) 889-2324/Fax: (860) 889-1222/Email: office@seccog.org

MINUTES OF THE NOVEMBER 7, 2022
MEETING OF THE SCCOG EXECUTIVE COMMITTEE
HELD VIA ZOOM

PRESENT:

Fred Allyn II (Chairman), Rob Brule, John Salomone, Danielle Chesebrough, Cheryl Blanchard.
Staff: Amanda Kennedy, Kate Rattan.

Chairman Allyn opened the meeting at 8:33 AM.

1. STIP/TIP Amendments

Ms. Rattan provided information regarding the two TIP amendments being presented for endorsement. 1) Funding for CT DOT to administer the Federal Transportation Alternatives Program, 2) Funding to install electric vehicle charging stations at CT DOT district headquarters.

MOTION: To recommend approval of the TIP amendments by the full SCCOG Board (Chesebrough, Salomone). So voted unanimously.

2. FY 2023 Budget Amendment

Ms. Kennedy reviewed the changes to the FY 2023 budget being proposed for amendment, which include 1) Additional transportation funding in the amount of \$165,000, made available as a result of passage of the IJJA bill, funding from the recently awarded OPM RPIP grant to supplement the cost of standing up regional code enforcement services, and two grants from CIRCA totaling nearly \$100,000. Proposed changes to expenses include \$100,000 for additional transportation consulting work, IT and GIS consulting, and \$10,000 for additional capital improvements.

MOTION: To recommend approval of the proposed budget amendment by the full SCCOG Board (Brule, Blanchard). So voted unanimously.

3. Resolution Endorsing CT DOT Safety Performance Measures

Ms. Rattan presented an overview of the 2023 Safety Performance Targets developed by CT

Member Municipalities:

Bozrah * Colchester * East Lyme * Franklin * Griswold * Borough of Jewett City * City of Groton * Town of Groton * Lebanon * Ledyard * Lisbon * Montville * New London * North Stonington * Norwich * Preston * Salem * Sprague * Stonington * Stonington Borough * Waterford * Windham

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DOT being recommended by SCCOG staff for SCCOG adoption. Fatalities and injuries ticked up in 2021 but targets remain the same as last year. Chairman Allyn asked if the 2021 rates were higher because they were affected by reduced volumes; Ms. Rattan stated that they also increased because of increased speeding.

MOTION: To recommend adoption of Resolution 23-4 by the full SCCOG Board endorsing the Safety Performance Targets (Salomone, Blanchard). So voted unanimously.

4. Resolution Relating to DEMHS FY 2021 EMPG Hazmat Grant

Ms. Kennedy stated that the resolution would authorize her to execute documents for SCCOG to receive a 2021 EMPG Hazmat Grant as fiduciary for DEMHS Region 4.

MOTION: To recommend adoption of Resolution 23-5 by the full SCCOG Board to enable receipt of EMPG funding (Blanchard, Salomone). So voted unanimously.

5. Speaker Requests

Ms. Kennedy noted that speakers from the State Inspector General's office are lined up to speak at the November SCCOG meeting regarding Police Accountability Law response roles.

6. Future Meeting Logistics

Chairman Allyn polled the Committee regarding whether to continue holding the December meeting at Flanders Fish House; response was positive. Ms. Kennedy noted that she had received a request from SECHA for additional SCCOG members to serve on the SECHA Board; this will be presented as correspondence. The legislative agenda will also be presented for consideration in November.

11. Adjournment

MOTION: To adjourn the meeting (Salomone).

The meeting adjourned at 8:57 a.m.

Respectfully Submitted,

Amanda E. Kennedy, Executive Director

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360
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TO: SCCOG Executive Board
From: Amanda Kennedy, Executive Director
Date: November 2, 2022
Re: Proposed FY 2023 Budget Amendment

The proposed budget shown in Table 1 includes a number of items not anticipated when the budget was adopted in December 2021. Revenues are expected to increase slightly from anticipated, primarily because of additional transportation PL funding made available to SCCOG as a result of the passage of the Infrastructure Investment and Jobs Act (IIJA) in the amount of \$165,457; and RPIP funding in the amount of \$96,819 (estimated 75% of the cost of service in year 1 of the grant). We anticipate this additional PL funding will be available going forward every year, to be supplemented in future years with the State of Connecticut's usual 10% match contributing towards the required 20% non-federal match. The budget also includes an additional \$30,000 in CIRCA Resilient CT funding, supporting SCCOG staff participation in that program. SCCOG received \$67,000 in CIRCA grant funds for the Stormwater Authority Pilot program, to cover consultant costs, and I have also refined the funding expected from technical assistance contracts, given the planned expansion of regional code enforcement services beginning approximately January 1 but also the loss of our previous building official consultant for the last few months. This budget also reflects the decision not to request ARPA funding for a second year.

Salaries and benefits are similar to the adopted budget, reflecting the departure of the Regional Recovery Coordinator, temporary vacancies at the start of the fiscal year, and the anticipated addition of two code enforcement staff in the second half of the fiscal year. It is anticipated that half of the Zoning Enforcement Official's time will be available for additional duties; while the remaining cost of these additional staff will be compensated by contracts with participating municipalities and the RPIP grant.

The Subcontractor estimate includes an additional \$100,000 in transportation consulting services, to be supported by the supplemental PL funding, and potential funding for IT and GIS consultants to improve/support our office technology.

"Other" costs include an additional \$10,000 for capital improvements, which may include additional building weatherproofing or repairs to the damage in the SCCOG library.

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TABLE 1
PROPOSED OPERATING BUDGET, 1 July 2022 - 30 June 2023
Southeastern Connecticut Council of Governments
Adopted:

	Adopted FY 2022	Adopted FY 2023	Proposed FY 2023
Budget Items:			
STAFF:			
Salaries	\$660,426	\$851,728	\$850,604
FICA, Insurance, Retirement	\$263,628	\$348,940	\$350,766
Subtotal:	\$924,054	\$1,200,668	\$1,201,370
SUBCONTRACTORS:			
Computer Services	\$3,500	\$3,000	\$20,000
Professional Services (general)	\$500	\$1,000	\$1,000
Contractor- Zoning Enforcement Services			\$26,000
Planning Consultant, Lisbon	\$60,000	\$70,000	\$52,000
Planning Consultant, Sprague	\$11,000	\$9,000	\$11,000
Contractor- Building Official Services	\$9,000	\$15,000	\$0
Property Survey Index Consult. (online Hosting only)	\$14,000	\$14,500	\$14,500
GIS Consultant		\$0	\$25,000
DEMHS Financial Consultant	\$25,500	\$23,500	\$23,500
JLUS Consultant	\$108,500	\$0	\$6,000
Transportation Engineering Consultant	\$100,000	\$137,000	\$217,000
Hazard Mitigation Plan Consultant	\$100,000	\$150,000	\$145,000
Consultant- Stormwater Authority Pilot			\$67,000
Subtotal:	\$432,000	\$423,000	\$608,000
OTHER:			
Office Maintenance/Utilities	\$36,000	\$30,000	\$30,000
Supplies	\$7,000	\$6,000	\$6,000
Equipment, Rental/Maintenance	\$7,000	\$7,000	\$7,000
Equipment, Miscellaneous	\$500	\$1,500	\$1,500
Equipment, Capital (incl. computers & software)	\$7,000	\$10,000	\$10,000
Phones, Mail, Internet	\$8,000	\$5,000	\$5,000
Insurance, Bond	\$15,500	\$18,000	\$18,000
Printing	\$200	\$200	\$200
Travel	\$5,000	\$1,500	\$1,500
Conference Expenses	\$3,000	\$1,500	\$1,500
Staff Expenses	\$1,000	\$500	\$500
Books, Subscriptions, Dues	\$5,000	\$6,000	\$6,000
Audit, Accounting, Legal	\$35,000	\$35,500	\$35,500
Advertising	\$500	\$500	\$500
Capital Fund	\$0	\$50,000	\$60,000
Subtotal:	\$130,700	\$173,200	\$183,200
Total Expenditures:	\$1,486,754	\$1,796,868	\$1,992,570
Unallocated/Return to Reserve:	\$235,364	\$97,821	\$111,581
GRAND TOTAL:	\$1,722,118	\$1,894,689	\$2,104,151
SOURCES OF REVENUE:			
Municipal Dues	\$157,688	\$153,835	\$153,835
Voluntary Assessment - ARPA Funding	\$0	\$100,000	\$0
OPM Grant (Regional Services Grant)	\$350,000	\$380,463	\$376,192
EDA CARES Act Funding	\$160,000	\$0	\$0
CTDOT Planning Grant	\$545,930	\$564,491	\$564,491
CTDOT PL Supplemental		\$0	\$165,457
CTDOT FY 2016 PL Carryover	\$100,000	\$0	\$0
CTDOT FY 2019 PL Carryover	\$0	\$137,000	\$137,000
LOTICIP	\$25,000	\$50,000	\$50,000
Technical Assistance Contracts	\$129,000	\$298,000	\$259,090
DEMHS (FY19) Regional Collaboration Grant	\$12,000	\$0	\$0
DEMHS (FY20) Regional Collaboration Grant	\$12,000	\$14,400	\$14,400
DEMHS (FY21) Regional Collaboration Grant	\$5,000	\$11,500	\$11,500
DEMHS (FY22) Regional Collaboration Grant		\$18,500	\$14,667
DEMHS (FY20) EMPG HazMat Grant	\$1,500	\$0	\$0
DEMHS (FY21) EMPG HazMat Grant	\$0	\$1,500	\$1,500
FEMA BRIC Hazard Mitigation Plan Grant	\$100,000	\$150,000	\$145,000
Resilient CT		\$0	\$30,000
CIRCA Municipal Resilience Grant (Stormwater Pilot)			\$67,000
DOD JLUS Grant	\$110,000	\$0	\$6,000
SECHA	\$14,000	\$15,000	\$11,200
RPIP- Regional Code Enforcement Services			\$96,819
Council Reserve	\$0	\$0	\$0
Other	\$0	\$0	\$0
Investment Income	\$0	\$0	\$0
GRAND TOTAL:	\$1,722,118	\$1,894,689	\$2,104,151

addl computer services

1/2 yr
pass through
pass through
convert to ft

Added \$100K in consulting per addl pl available

not requesting
census pop change

IJA supplemental

refined; RPIP supplements

reduced scope of work

funds for SCCOG staff work

for consultant costs

final consultant bills

new grant 75% of costs

TABLE 2: ESTIMATE OF TECHNICAL ASSISTANCE CONTRACTS FOR FY 2023		
CONTRACTS:		Estimated Revenue
Bozrah, Planning & Zoning Commission		\$19,000
Bozrah, Inland Wetlands Commission		\$10,000
Franklin, Planning & Zoning Commission		\$12,000
Franklin, Inland Wetlands Commission		\$13,000
Lisbon, Planning & Zoning Commission		\$70,000
Salem, Planning & Zoning Commission		\$39,000
Sprague, Planning & Zoning Commission		\$9,000
Ledyard Building Official, Jul/Aug 2022		\$8,000
Preston Building Official, Jul/Aug 2022		\$7,000
Regional Zoning Enforcement Services Jul 2022-Dec 2022		\$111,000
Regional Code Enforcement Services Jan-June 2023		
TOTAL:		\$298,000

FY 2023 Proposed	
\$24,150	actual FY 222 \$23K, hrly has gone up 5%
\$20,000	actual FY 22 18875, hrly has gone up 5%
\$18,000	actual FY 22 \$18k
\$0	no longer providing this service
\$52,000	Actual FY 22 \$52K
\$39,000	Actual FY 22 \$36K
\$11,000	Actual FY 22 \$11k
\$5,833	Actual FY 22 \$35k
\$4,833	Actual FY 22 \$29k
\$52,000	Based on FY 2022 Q4 work for Bozrah and Ledyard
\$32,273	25% of 1/2 year of expanded role all of building off, 1/2 of zoning
\$259,090	

TABLE 3: RECOMMENDED SALARIES FY 2023, 7/1/22 - 6/30/23		
Staff Position	FY 2022 Current	FY 2023 Adopted
Executive Director	\$100,000	\$126,000 **
Senior Advisor (1/2 Time)	\$154,000	\$78,925 *
Planner III/Project Mgr (KR)	\$85,962	\$88,111
Planner III (SA)	\$70,000	\$72,300 ***
Planner II (NH)	\$67,083	\$68,760
Planner II (JLF)	\$65,125	\$71,800 ***
Planner II (KC) (10 mos)	\$61,000	\$62,525
Office Manager	\$70,700	\$72,468
GIS Coordinator (10 mos)	\$69,111	\$70,839
Zoning Enforcement Official (6 mos)	\$0	\$70,000
Building Official (6 mos)		
Regional Recovery Coordinator	\$0	\$70,000
Salary Totals:	\$742,981	\$851,728
FICA/Insurance/Retirement	\$263,628	\$348,940
TOTAL STAFF COSTS:	\$1,006,609	\$1,200,668

FY 2023 Proposed
\$126,000
\$78,925
\$88,111
\$72,300
\$60,000
\$71,800
\$58,000
\$72,468
\$58,000
\$75,000
\$90,000
\$0
\$850,604
\$350,766
\$1,201,370

- * Executive Director retires and assumes half-time position of Senior Advisor on July 1st
- ** Deputy Director promoted to position of Executive Director on July 1st
- *** JLF salary reflects promotion to Planner III on July 1st. SA salary adjusted to reflect seniority as Planner III.

TABLE 4
Expenditure From / Return to SCCOG Reserve Fund
FY 2001 - FY 2022

FY Ended	Budgeted Exp. From Reserve (\$)	Actual Exp. Of Reserve (\$)	Actual Return to Reserve (\$)	Reserve Total End of FY (\$)
2022	0	TBD	TBD	TBD
2021	0	0	106,233	713,621
2020	0	0	96,669	607,388
2019	0	72,728	0	510,719
2018	0	0	57,593	583,447
2017	0	210,563	0	525,854
2016	0	0	172,408	736,417
2015	0	0	111,299	561,009
2014	82,364	0	30,457	449,710
2013	87,062	76,806	0	419,253
2012	89,702	110,364	0	496,059
2011	76,448	8,712	0	606,423
2010	59,089	0	9,795	615,135
2009	6,875	0	64,644	605,340
2008	10,000	0	63,909	540,696
2007	10,000	19,490 ¹	0	476,787
2006	3,160	56,453 ²	0	496,277
2005	59,380	0	63,546	552,730
2004	0	0	48,289	489,184
2003	15,200	0	48,212	440,895
2002	0	0	74,057	392,683
2001	0	0	56,290	318,626

1. This actual expenditure from Reserve can be attributed to a one-time contribution of \$18,249 to the emergency homeless shelter in New London, and the \$28,000 lighting upgrade/HVAC replacement project.

2. This actual expenditure from Reserve can be attributed to the SCCOG's implementation of an employee health insurance opt-out payment (\$20,000) not contemplated when the budget was adopted, and use of Reserve Funds to pay off the remaining mortgage on the SCCOG office during the fiscal year (\$111,951) in order to save over \$42,000 in avoided interest.

**BYLAWS OF THE
SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS**

ARTICLE I: ORGANIZATION

Section A: Name - This regional council of governments established under Chapter 50, Sec. 4-124i through 4-124p of the General Statutes of the State of Connecticut shall be named the Southeastern Connecticut Council of Governments, hereinafter referred to as "SCCOG" or the "Council".

ARTICLE II: PURPOSE AND POWERS

Section A: Purpose - The purposes of the Council are to:

- (a) Consider such matters of a public nature common to two or more members of the SCCOG as it deems appropriate, including matters affecting the health, safety, welfare, education, and economic condition of the area comprised by its members;
- (b) Promote economic development growth through pro-development policies, with due regard for the environment;
- (c) Promote cooperative arrangements, coordinate action among its members, and make recommendations to the members and such other public agencies as exist or perform functions within the region;
- (d) Serve as a continuing official forum for contact and discussion of issues of mutual concern and interest among its members including member concerns on federal and state legislation and regulations;
- (e) Develop policies of mutual benefit to member towns;
- (f) Initiate and coordinate actions on a voluntary basis deemed to be of benefit to all or part of the Southeastern Connecticut Planning Region; and
- (g) Coordinate and carry out comprehensive regional planning in the Southeastern Connecticut Planning Region.

Section B: Powers and Responsibilities - The SCCOG shall have all rights and authority and shall be subject to all of the responsibilities and duties as are granted to and required of a Regional Council of Governments under the General Statutes of the State of Connecticut, as amended, and as may be amended.

ARTICLE III: FUNCTIONS

Section A: Coordinating Functions - The Council shall promote regional coordination and cooperation

through activities designed to:

- (a) Strengthen local governments and their individual capacities to deal with local problems;
- (b) Serve as a forum to identify, study and resolve area-wide problems;
- (c) Provide the organizational framework to insure effective communication and coordination among governmental bodies;
- (d) Serve as a vehicle for the collection and exchange of information for the membership;
- (e) Encourage action on, and implementation of, regional plans and policies by local, state and federal agencies;
- (f) Provide, if requested, mediation in resolving conflicts among members and between members and other parties; and
- (g) Provide technical and general assistance to members within its staffing and financial capabilities.

Section B: Regional Plan - The Council shall implement a planning process which will reflect the dynamic social, economic and environmental climate of the area. A regional plan shall be adopted as a blueprint from which the future development of the region can be guided. This plan is intended to be a "living" document that can be amended as required to reflect the changing needs of our region. The plan shall be based on comprehensive surveys and studies of the existing conditions and probable future growth of the Region. The plan shall be made with the general purpose of guiding a coordinated and harmonious development that, considering present and future needs and resources, will best promote the health, safety and general welfare of the people of the region and shall be developed in cooperation with the Regional Planning Commission.

ARTICLE IV: MEMBERSHIP, REPRESENTATIVES AND ALTERNATES

Section A: Membership - (1) Municipal membership: Council membership shall be open to any town, city, or borough within the Southeastern Connecticut Planning Region as defined in accordance with the provisions of Sec. 16a-4a of the General Statutes of the State of Connecticut, which has adopted an ordinance in accordance with Sec. 4-124j of the General Statutes of the State of Connecticut.

(2) Membership of Indian tribes: Indian tribes within the Southeastern Connecticut Planning Region recognized by the Federal Government are important governmental entities, dealing with many of the same issues that confront local government. It shall be the policy of the Council of Governments to seek to further intergovernmental cooperation with such Indian tribes. To facilitate this objective, the Council shall accept as affiliate, non-voting members such federally recognized Indian tribes within the Southeastern Connecticut Planning Region as have by resolution of their tribal councils indicated their desire for such membership in the Southeastern Connecticut Council of Governments. (Amended: 7/21/99)

(3) Military Liaison: In recognition of the significant military presence in the region and of the need for cooperation and coordination between the military and municipal governmental sectors, the Navy Commander, Northeast Region at the Submarine Base, the Superintendent, United States Coast Guard Academy, and the ranking officer of the local Connecticut Army National Guard, or their designees, shall

be afforded the opportunity to attend and participate in all meetings of the Council of Governments in an ex officio, non-voting capacity. (Amended: 7/21/99)

(4) Representatives of the State of Connecticut Department of Transportation (CT DOT) and of the Southeast Area Transit District (SEAT): In accordance with Title 23 of the Code of Federal Regulations Part 450.310(d), in its capacity as the federally designated Metropolitan Planning Organization (MPO) for transportation within southeastern Connecticut, the Council of Governments shall include “officials of public agencies that administer or operate major modes of transportation in the metropolitan area, including representation by providers of public transportation” and “appropriate State officials.” The Chairman of SEAT, or their designee, shall be accepted as a member of the Council. A Representative of the Connecticut Department of Transportation shall be accepted as a member of the Council, appointed by the Department’s Commissioner.

Section B: Representatives - Each member municipality shall be entitled to one voting Representative on the Council who shall be the Chief Elected Official. Each member Indian tribe shall be entitled to one Representative on the Council who shall be the Tribal Chairman. Until such time as the membership of Indian tribes on Councils of Government is specifically authorized by the General Statutes of the State of Connecticut, Representatives of Indian tribes shall not have voting privileges. The SEAT Representative shall have voting privileges, per the requirements of CFR 450.310(d), for matters under the jurisdiction of SCCOG in its capacity as a metropolitan planning organization, including transportation plans and projects receiving funding from the United States Department of Transportation. The CT DOT Representative shall not have voting privileges.

Section C: Alternates - The Chief Elected Official of a member municipality or the Tribal Chairman of a member Indian tribe, may appoint an Alternate who shall, in the absence of the Chief Elected Official or the Tribal Chairman, have the same rights and privileges as the Representative. The Alternate shall be a member of the Board of Selectmen, Town Council, City Council, Borough Council or Tribal Council, or the Manager of a Town, City, Borough or Tribe. (Amended: 8/24/94)

ARTICLE V: MEETINGS

Section A: Regular Meetings - Regular meetings of the Council shall be held monthly at a time and place to be determined by the Council.

Section B: Special Meetings - Special Meetings may be held, at the call of the Chairman or by petition to the Secretary of the SCCOG from two or more members, at a time and place specified in the call of the Special Meeting. A 24-hour advanced notice must be provided by filing the notice of the Special Meeting with the Clerk of each member municipality.

Section C: Emergency Meetings - An Emergency Meeting may be held at the call of the Chairman without filing an advanced notice of the meeting. Within 72 hours of the meeting, the Council must file its minutes, including the reason for the emergency, with the Clerk of each member municipality.

Section D: Annual Meeting - The Annual Meeting shall be held in the month of December, at a time and date to be determined by the Council, at which time the Officers and Executive Committee member shall be elected for the following year, and shall assume office at the time of election.

Section E: Notice of Meetings - Not later than January 31 of each year SCCOG shall file with the Town

Clerk of each member municipality, the schedule of regular meetings of the Council for the ensuing year, as required by the General Statutes of the State of Connecticut. Town Clerks, Representatives and Alternates shall be mailed an agenda for each Regular and Annual Meeting post-marked at least five days in advance of the meeting date. (Amended: 7/21/99)

Section F: Quorum - For the election of the council's officers, the adoption or amendment of the council's budget, the adoption of schedules of municipal contributions to the council, and the adoption or amendment of the Regional Development Plan or the Regional Transportation Improvement Program, a majority of those towns, cities or boroughs which are voting members of the Council shall constitute a quorum. For the conduct of all other business of the council, forty percent (40%) of those towns, cities or boroughs which are voting members of the Council shall constitute a quorum. (Amended: 7/21/99)

Section G: Action - The official transaction of business shall be by a majority vote of the Representatives or their designated Alternates present and voting. Each SCCOG Representative or the Representative's Alternate shall have one vote.

Section H: Record of Meeting - Minutes of all meetings, including Committee Meetings, shall be recorded, filed in the SCCOG offices, and distributed as required by law.

Section I: Rules - Conduct of the Council's business shall follow Robert's Rules of Order.

ARTICLE VI: OFFICERS

Section A: Title and Terms - Officers of the Council shall include a Chairman, a Vice-Chairman, a Secretary and a Treasurer, who shall be elected at the Annual Meeting of the Council and shall serve until the next Annual Meeting of the Council or until their successors have been elected and bonded. No Representative shall be eligible to serve more than two consecutive terms in the same office.

Section B: Election of Officers/Executive Committee - The Nominating Committee shall mail to the members of the Council, at least five (5) days prior to the Annual Meeting, its proposed slate of officers, including two Representatives-at-Large of the Executive Committee. The proposed slate of officers shall not include more than one individual from the same municipality with the exception being that a Representative who is a member of the International City Manager's Association may sit concurrently with the chief elected official of his municipality but without voting privileges. The slate of Officers and the Executive Committee members, shall be elected by a majority vote of those present. Officers and the Executive Committee shall assume office immediately upon election. (Amended: 7/21/99) (Amended: 4/19/17)

Section C: Vacancies - In the event any vacancy occurs in any office during the year, a successor shall be proposed by the Nominating Committee and elected by the Council to serve the unexpired terms.

Section D: Chairman - The Chairman of the Council shall be a duly elected Representative of the Council. He/she shall preside at all meetings of the Council, and in his/her absence, the Vice-Chairman will preside and in the absence of the Chairman and Vice-Chairman, a member of the Executive Committee designated by the Council shall preside. The Chairman, Vice-Chairman or Executive Director, when so authorized, shall sign contracts in the name of the Council. During the temporary absence or

incapacity of the Treasurer, the Chairman shall assume the duties of the Treasurer.

As a Representative on the Council, the Chairman shall have the right to vote on all matters which may come before the Council.

Section E: Vice-Chairman - At the request of the Chairman or in the absence of the Chairman, or during his/her inability to act, the Vice-Chairman shall assume the powers and duties of the Chairman. The Vice-Chairman shall have such other powers and perform such other duties as may be assigned to him/her by the Council.

Section F: Secretary - The Secretary shall certify the minutes of the meetings of the Council and shall sign all Resolutions. The Secretary shall see that all notices are duly given in accordance with the provisions of the Bylaws or as required by law, and shall perform such duties as may be assigned by the Council.

Section G: Treasurer - The Treasurer shall receive all money, property and securities of the Council delivered to him/her. Under the direction of the Treasurer, the Executive Director or his/her designee, will take charge of all funds and deposit all money so received to the credit of the Council in a bank or banks selected by the officers. The Treasurer shall make all disbursements by check, and shall keep an accurate record of receipts and disbursements and shall report to the Council at regular meetings of the Council.

VII: COMMITTEES AND LIAISON

Section A: Committee Composition - No member municipality or affiliate member Indian tribe shall have more than one vote on any standing committee, special committee, or subcommittee. A committee alternate designee may not sit and vote in the absence of the duly-elected or appointed member of a standing committee but may do so on a special committee or subcommittee if deemed appropriate by the chairman of that special committee or subcommittee. (Amended: 7/21/99)

Section B: Executive Committee - A standing Executive Committee of the Council shall be made up of six (6) members: (Amended: 7/21/99)

The Chairman, Vice-Chairman, Secretary, Treasurer and two Representatives-at-Large, one of whom shall be a member of the International City Managers Association when there is a manager available and willing to serve, elected by the Council. Members of the Executive Committee shall be voting Representatives of the Council, with the exception of the Representative-at-Large who is a member of the International City Manager's Association. (Amended: 7/21/99) (Amended: 4/19/17)

Quorum - A quorum shall consist of four (4) Executive Committee members.

Meetings - The Executive Committee shall meet at the call of the Chairman. There shall be five (5) days written notice of a meeting. The Chairman may, or any two (2) members of the Executive Committee may require the Chairman to, call an emergency meeting of the Executive Committee. In the case of an emergency meeting, the 5-day written notice of the meeting shall be waived. (Amended: 7/21/99)

Voting - Each member of the Executive Committee shall be entitled to one vote, except that in the case of a tie vote the vote of the professional municipal manager shall be discounted. In the event that the professional municipal manager's chief elected official has also been elected to the Executive Committee, the professional municipal manager shall not have a vote during the tenure of that chief elected official on the Executive Committee. (Amended: 7/21/99)

Duties - The Executive Committee shall have the following powers and responsibilities:

- (a) Meet jointly with the Regional Planning Commission's Executive Committee.
- (b) Make recommendations to the Council for approval of personnel policies, amendments and financial procedures.
- (c) Such other duties as are assigned to it by the Council.

Section C: Nominating Committee - A Standing Nominating Committee of three Representatives or Alternates shall be appointed by the Chairman at the Annual Meeting and ratified by the Council.

Section D: Legislative Committee - A standing Legislative Committee of at least five Representatives or Alternates shall be appointed by the Chairman and ratified by the Council. (Amended: 7/21/99)

Section E: Regional Water Committee - A standing Regional Water Committee of at least five Representatives or Alternates shall be appointed by the Chairman and ratified by the Council. The Regional Water Committee may establish and recommend appointees to a Technical Advisory Subcommittee, which shall advise the Regional Water Committee and the Council of Governments on regional water issues. (Adopted: 4/4/12)

Section F: Special Committees/Subcommittees - The Council may, as it deems necessary or desirable, appoint special committees or subcommittees. Such committees shall report to the Council at the Council's direction. The Chairman may appoint members to special committees/subcommittees. (Amended: 7/21/99)

Section G: Liaison to Other Organizations - The Council may, as it deems necessary or desirable, designate from among its Representatives, Alternates or staff individuals to serve as liaison to other organizations. The purpose of such liaison shall be to enhance communication and coordination between the Council and other organizations whose functions are related to the interests of the Council. (Amended: 5/19/93)

ARTICLE VIII: STAFF AND CONSULTANTS

Section A: Appointment - The Council may employ an Executive Director, other staff, and such consultants as it may from time to time determine. The Executive Director shall be appointed by a majority vote of the representatives of the total membership of the Council. The Executive Director shall be responsible for the selection and appointment of other staff, in accordance with the Personnel Policies of the Council. Consultants shall be engaged with the approval of the Executive Committee. ~~Consultants shall be engaged by a majority vote of the Representatives of the total membership of the Council or by a~~

~~majority vote of a committee designated by the Council for this purpose.~~ The recruitment and hiring of staff shall be conducted in accordance with the Council's Affirmative Action Program. (Amended: 2/16/05)

Section B: Removal - The Council may remove the Executive Director by a majority vote of the representatives of the total membership of the Council. The Executive Director may discipline, demote or remove staff members, in accordance with the Personnel Policies of the Council. (Amended: 2/16/05)

Section C: Duties and Responsibilities - The Executive Director shall be the Chief Administrative Officer of the Council. He/she shall be responsible for the administration of the Council's affairs placed in his/her charge under these bylaws, under the Council's Personnel Policies, or as may be determined from time to time by vote of the Council. The duties of other staff members shall be defined generally by the provisions of the Council's Personnel Policies, with specific duties to be determined by the Executive Director. (Amended: 2/16/05)

ARTICLE IX: LEGAL COUNSEL

Section A: A legal counsel may be employed as needed, in a manner prescribed by the Council, to advise and represent the SCCOG.

ARTICLE X: REGIONAL PLANNING COMMISSION

Section A: Powers and Duties - The Regional Planning Commission, acting on behalf of the Council, shall meet to conduct the voluntary process for pre-application review of proposed projects of regional significance as required by Public Act No. 09-165. "Proposed project of regional significance" means a proposed project, to be built by a private developer, that is an open air theater, shopping center or other development that is planned to create more than (A) five hundred thousand square feet of indoor commercial or industrial space, (B) two hundred fifty residential housing units in structures under four stories, or (C) one thousand parking spaces. The Regional Planning Commission shall also advise the Council on planning matters on an as needed basis, such as when the Regional Plan of Conservation and Development is being updated and on other regional planning matters when so requested by the Council. (Amended 10/18/09)

All other referrals to the Council required by statute, previously reviewed by the Regional Planning Commission including 8-3b Referral of zone changes, abutting municipalities; 8-26b Referral of subdivisions, abutting municipalities; 8-35a Regional Plan of Development; 8-35b Recommendations for inter-municipal arrangements; 8-35c Municipal Feasibility Studies upon request; 8-35d Referral of proposed inter-local agreements and formation of districts; 8-35e Interagency committees and staff sharing; 8-191 Referral of Municipal Project Plans; and Section 22a-102 Referral of Local Plans of Conservation and Development with Municipal Coastal Plans will at the time of the effective date of this amendment become the responsibility of the Council, and carried out by Council staff under Executive Committee oversight.

Section B: Membership and Representation - Each member municipality and affiliate Indian tribe shall be entitled to one Representative to the Regional Planning Commission. The municipal Representative shall be an elector and member of the municipality's planning commission. The municipal Representative shall be appointed by the planning commission. The tribal Representative shall be appointed by the tribal council of the affiliate member Indian tribe. Each member municipality is also

entitled to an Alternate, who shall be an elector of such member municipality and who shall be appointed by such local planning commission. Affiliate member Indian tribes shall be entitled to an Alternate, who shall be appointed by the tribal council. The Alternate shall, in the absence of a municipality's or tribe's Representative, have all the powers and duties of the Representative. The Representative and Alternate shall serve at the pleasure of the appointing authority. (Amended: 7/21/99)

Where authorized by State Statutes, each Representative to the Commission shall be entitled to vote in the affairs of the Commission but shall not be entitled to vote in the affairs of the Council. (Amended: 6/21/95)

Section C: Meeting of the Commission- (a) An Annual Meeting of the Commission shall be held in January on a date established by the Commission for the purpose of electing officers and conducting any other business of the Commission. The agenda for such meetings shall be mailed to Representatives, Alternates and Municipal Clerks at least five (5) days prior to such meeting. (Amended: 7/21/99) (Amended: 10/18/09)

(b) Special meetings may be held for the purpose of conducting reviews of proposed projects of regional significance and for other matters the Commission may take up, at a time and place specified in the Call of the Meeting. A 24-hour advanced notice must be provided by filing the notice of the Special Meeting with the Clerk of each member municipality. (Amended: 10/18/09)

(c) Emergency meetings may be held at the call of the Commission Chairman without filing advance notice of the meeting. However, the minutes of the meeting, including the reason for the emergency meeting, must be filed within 72 hours of the meeting with the Clerk of each member municipality.

(d) The schedule of the Annual meeting for the ensuing year shall be filed with the Clerk of each member municipality not later than January 31, of each year. Each representative and alternate shall be mailed a notice and agenda of each annual meeting post-marked at least five days in advance of the meeting date. (Amended: 7/21/99) (Amended: 10/18/09)

(e) The conduct of the Commission's meetings shall be by Robert's Rules of Order. (Amended: 1/19/94)

Quorum - Eight Representatives or their designated Alternates shall constitute a quorum. (Amended: 1/19/94) (Amended: 10/18/09)

Section D: Action of the Commission - Action of the Commission shall be by majority vote of those Representatives or their designated Alternates constituting the quorum; provided, however, that a recommendation for adoption of a comprehensive or other plan or part or amendment thereof, shall be by the affirmative vote of not less than a majority of all appointed Representatives or Alternates of the Commission. Such plans shall then be submitted to the Council, which may ratify, reject, amend, or refer them back to the Commission for another consideration. (Amended: 7/21/99) (Amended: 1/21/04)

Section E: Officers - Officers of the Commission shall be duly appointed Representatives and shall include a Chairman, a Vice-Chairman and a Secretary, to be elected by a majority of the Commission Representatives or their alternates present. The Officers shall perform all duties related to their particular offices. The Officers shall serve for one year with new officers to be elected once a year at the Annual meeting of the Commission in the calendar year. As a Representative on the Commission, the Chairman shall have the right to vote on all matters that come before the Commission. (Amended: 7/21/99) (Amended: 10/18/09)

ARTICLE XI: FISCAL MANAGEMENT

Section A: Fiscal Year - The fiscal year shall be July 1 through June 30 of the following calendar year.

Section B: Membership Assessments - Prior to the adoption of the annual budget, assessments for all participating members shall be fixed by the Council upon the recommendation of the Executive Committee. Assessments shall be determined by comparing the municipality's population to that of the aggregate population of the member municipalities in amounts sufficient to provide funds as required by the budget. Population shall be determined by the latest U.S. Census or by the most recent State Department of Health Services estimated population. Member municipalities shall be solely responsible for the payment of their own membership assessment. (Amended 02/21/96)

Section C: Budget - A preliminary budget and work program shall be prepared on or before January 1st by the Executive Committee of the Council. The preliminary budget and work program shall be presented to the Council. The Council may amend the preliminary budget and work program and shall adopt a budget and work program on or before March 1 of each year. The Council, pursuant to a budget, may provide for expenditures of funds for personal services, contractual services, and any other expenses in the performance of its purposes, responsibilities and activities. The Council, as necessary, may amend its budget during any fiscal year. (Amended: 2/16/05)

Section D: Expenditure of Funds - The Executive Director is authorized to incur costs within the limits of the budgets approved by the Council. The Treasurer is authorized to draw checks to meet these expenditures upon receipt of vouchers signed by the Executive Director. Checks shall bear two signatures, that of the Treasurer and that of the Executive Director. In the absence of the Treasurer, the Chairman shall sign checks. In the absence of the Executive Director, the Assistant Director or Senior Advisor shall countersign checks. Expenditures other than those authorized within the budgets adopted by the Council may be paid by the Treasurer after approval by the Council. The Executive Director may transfer unexpended balances from one budget appropriation to another up to a cumulative total of \$1,000 in any single year; the Chairman may authorize transfers over \$1,000 up to a cumulative total of \$5,000; transfers over \$5,000 shall be approved by the Council. In July and January, or oftener as may be directed by the Council, the Executive Director shall file a report with the Council showing for each budget item the relationship of appropriated funds to expended funds. (Amended: 7/21/99)

Section E: Fidelity Bond - The Council shall purchase a fidelity bond covering all officers and staff authorized to withdraw funds or to execute agreements and authorized bank signatories in such amount as is consistent with any applicable law or regulation or as prescribed by the Executive Committee.

Section F: Financial Reports - The Treasurer shall report at each regular meeting of the Council on the Council's financial condition. The Executive Director shall submit to the Council following the close of the second and fourth quarters of each fiscal year a report showing for each budget item the relationship of appropriated funds to expended funds.

Section G: Audit - An independent auditor shall be selected by the Executive Committee to prepare an Annual Audit Report under the provisions of the Municipal Auditing Act and additional requirements of the SCCOG. Copies of the audit shall be filed with the Clerk of each member municipality and the appropriate State agencies.

Section H: Receipt of Funds - The SCCOG may apply for and accept financial assistance from appropriate agencies of the state, federal and/or local governments and including bequests, gifts or

contributions made by any individual, corporation or association.

Section I: Annual Report - An Annual Report covering the activities of the prior year shall be presented to and approved by the Council. Copies of the approved Annual Report shall be distributed to the municipal clerks, chief elected officials, planning and zoning commissions, the press, and other interested parties.

ARTICLE XII: AGREEMENTS

The Council may enter into agreements with local political jurisdictions, the state government and its agencies, the federal government and its agencies, regional agencies, and other public and private organizations for the purpose of carrying out the powers and duties conferred upon the Council by the General Statutes, as amended.

ARTICLE XIII: BYLAWS AMENDMENTS

These Bylaws may be amended by a vote of a majority of the Representatives of the Council at any regular or special meeting of the Council. Any proposed amendment to these Bylaws shall first be submitted to a regular or special meeting of the Council for preliminary consideration and only then, if preliminarily approved, placed on the agenda of the next succeeding regular or special meeting of the Council for formal adoption. Notice and the text of any proposed amendment shall be sent to all Representatives and Alternates of the Council.

ARTICLE XIV: EFFECTIVE DATE

These Bylaws shall become effective immediately upon their adoption.

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**BYLAWS OF THE
SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS**

ADOPTED: 16 DECEMBER 1992

AMENDED: 19 MAY 1993

AMENDED: 15 DECEMBER 1993

AMENDED: 19 JANUARY 1994

AMENDED: 24 AUGUST 1994

AMENDED: 21 JUNE 1995

AMENDED: 18 OCTOBER 1995

AMENDED: 21 FEBRUARY 1996

AMENDED: 18 JUNE 1997

AMENDED: 21 JULY 1999

AMENDED: 21 JANUARY 2004

AMENDED: 16 FEBRUARY 2005

AMENDED: 18 OCTOBER 2009

AMENDED: 4 APRIL 2012

AMENDED: 19 APRIL 2017

5 Connecticut Avenue, Norwich, Connecticut 06360

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360

(860) 889-2324/Fax: (860) 889-1222/Email: office@seccog.org

Resolution No. 23-4

RESOLUTION FOR ENDORSEMENT OF TARGETS FOR SAFETY PERFORMANCE MEASURES ESTABLISHED BY CTDOT

WHEREAS, the Southeastern Connecticut Council of Government (SCCOG) has been designated by the Governor of the State of Connecticut as the Metropolitan Planning Organization responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for the SCCOG; and

WHEREAS the Highway Safety Improvement Program (HSIP) final rule (23 CFR Part 490) requires States to set targets for five safety performance measures by August 31, 2022, and

WHEREAS, the Connecticut Department of Transportation (CTDOT) has established targets for five performance measures using both a 5-year moving average trendline and an annual trendline to guide the selection of targets for:

- (1) Number of Fatalities,
- (2) Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT),
- (3) Number of Serious Injuries,
- (4) Rate of Serious Injuries per 100 million VMT, and
- (5) Number of Non-Motorized Fatalities and Non-motorized Serious Injuries, and

WHEREAS, the CTDOT coordinated the establishment of safety targets with the 8 Metropolitan Planning Organizations (MPOs) in Connecticut at the May 2022 COG Coordination meeting, and

WHEREAS, the CTDOT has officially adopted the safety targets in the Highway Safety Improvement Program annual report dated August 31, 2022, and the Highway Safety Plan dated June 30, 2022, and

WHEREAS the SCCOG may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the aforementioned State's targets, or establish its own target within 180 days of the State establishing and reporting its safety targets,

NOW THEREFORE, BE IT RESOLVED, that the MPO Policy Board has agreed to support CTDOT's 2023 targets for the five safety performance targets as attached herein, and

BE IT FURTHER RESOLVED, that the MPO Policy Board will plan and program projects that contribute to the accomplishment of said targets.

CERTIFICATE: The undersigned duly qualified Secretary of the SCCOG certifies that the foregoing is a true and correct copy of a resolution adopted by the voting members of the SCCOG on November 16, 2022.

Date: _____

By: _____
Cheryl Blanchard, Secretary

Member Municipalities:

Bozrah * Colchester * East Lyme * Franklin * Griswold * Borough of Jewett City * City of Groton * Town of Groton * Lebanon * Ledyard * Lisbon * Montville * New London * North Stonington * Norwich * Preston * Salem * Sprague * Stonington * Stonington Borough * Waterford * Windham

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360
(860) 889-2324/Fax: (860) 889-1222/Email: office@seccog.org

Resolution No. 23-5
RELATING TO A 2021 EMPG HAZMAT GRANT

RESOLVED, that the Southeastern Connecticut Council of Governments may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate relating to an FY 2021 EMPG Hazmat grant in the amount of \$75,000; and

FURTHER RESOLVED, that Amanda E. Kennedy, as Executive Director of the Southeastern Connecticut Council of Governments, is authorized and directed to execute and deliver any and all documents on behalf of the Southeastern Connecticut Council of Governments and to do and perform all acts and things which she deems to be necessary or appropriate to carry out the terms of such documents.

CERTIFICATE:

I, Cheryl Blanchard, the Secretary of the Southeastern Connecticut Council of Governments, do hereby certify that the above is a true and correct copy of a resolution adopted by the Southeastern Connecticut Council of Governments at its duly called and held meeting on November 16, 2022, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect.

The undersigned further certifies that Amanda E. Kennedy now holds the office of Executive Director and that he/she has held that office since June 30, 2022.

IN WITNESS WHEREOF: The undersigned has executed this certificate this _____ day of November, 2022.

Cheryl Blanchard, Secretary

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360
(860) 889-2324/Fax: (860) 889-1222/Email: office@seccog.org

LEGISLATIVE AGENDA FOR THE 2023 SESSION OF THE GENERAL ASSEMBLY Draft 11/4/2022

Education

- Accelerate the phase-in of the Education Cost Sharing (ECS) Grant formula, and increase funding of other education programs.
- Increase funding for the Special Education Excess Cost Grant.
- Address the shortage of paraprofessionals by developing and funding an enhanced pathways program to increase the number of certified paraeducators and increase the number of potential teacher candidates in the pipeline through the mentorship of paraeducators.

Payment in Lieu of Taxes

- Create legislation that would fully fund Payment in Lieu of Taxes (PILOT), at established target reimbursement rates, to municipalities for hospitals, colleges/universities, and other state-owned properties.

Zoning Enforcement and Land Use Commissioner Training

- Provide clarification to the statute requiring certification of Zoning Enforcement Officials, by adding the following underlined language to Section 8-3e (2): *Beginning January 1, 2023, and annually thereafter, each person appointed as a zoning enforcement officer shall obtain certification within one year of appointment from the Connecticut Association of Zoning Enforcement Officials and maintain such certification for the duration of employment as a zoning enforcement officer.*

Member Municipalities:

Bozrah * Colchester * East Lyme * Franklin * Griswold * Borough of Jewett City * City of Groton * Town of Groton * Lebanon * Ledyard * Lisbon * Montville * New London * North Stonington * Norwich * Preston * Salem * Sprague * Stonington * Stonington Borough * Waterford * Windham

*If language assistance is needed, please contact SCCOG at 860-889-2324, office@seccog.org.
Si necesita asistencia lingüística, por favor comuníquese a 860-889-2324, office@seccog.org.
如果您需要语言帮助，请致电 860-889-2324 或发送电子邮件至 office@seccog.org.*

- Extend the deadline for completion of commissioner training by one year, to January 1, 2025. PA 21-29 requires municipal planning, zoning, inland wetlands, and zoning board of appeals commissioners to complete four hours of training every two years, with training to be made eligible as of January 1, 2023 and the first deadline for completion one year later on January 1, 2024.

Shared Services

Promote and eliminate barriers to shared services. Allow for towns and cities to more effectively allocate resources by:

- Exempting the establishment of such service sharing agreements from the definition of “change in working conditions” for purposes of collective bargaining.
- When service sharing arrangements affect two or more collective bargaining units whether inter or intra town, the interests of all employees affected by the new arrangements will be represented by either a coalition of bargaining units or a new bargaining unit will be created to represent all affected employees.
- Prospectively prohibit any municipal collective bargaining agreement provision that limits the ability of a municipality to permit individuals or groups to provide volunteer services.
- Notwithstanding municipal charter provision that prohibits or limits a municipality from sharing services with other towns or cities, allowing municipalities to share services.

Workforce Development

Provide additional funding for workforce development programs that can help address the demand for workers, especially

- State-Certified Building Officials, First Responders, Paraprofessionals and Early Childcare Workers, and Hospitality.

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360
(860) 889-2324/Fax: (860) 889-1222/E-Mail: office@seccog.org

ATTACHMENT #6

EXECUTIVE DIRECTOR'S REPORT

To: SCCOG Representatives and Alternates
Liaison Representatives and Alternates
Other Interested Parties

From: Amanda Kennedy, Executive Director

Date: November 8, 2022

1) Financial and Management Matters

a) Personnel:

- i) SCCOG has received word that its application for OPM Regional Performance Incentive Program (RPIP) funding was selected for funding, which will enable the hiring of one full time building official and one half-time Zoning Enforcement Officer. Staff is in contact with OPM and with participating municipalities in order to finalize grant paperwork and staffing needs to enable SCCOG to proceed with hiring.
- ii) Planner III Justin LaFountain has accepted another position and given notice that his last day with SCCOG will be Thursday, November 17th. Justin has been serving as Planner to the Town of Salem as well as leading much of SCCOG's commissioner and planner coordination/training and filling in temporarily as Preston's Zoning Enforcement Officer. In the immediate future, Nicole Haggerty will cover Salem planning and Sam Alexander will cover Preston zoning enforcement

b) OPM Funding: SCCOG has received the full payment from OPM of RSG FY 2023 funds.

c) DOT Funding: SCCOG will submit a revised Unified Planning Work Program (UPWP) in order to access additional PL funding made available to the region by the recent infrastructure bill in the amount of \$165,000 for FY 2023.

d) Capital Improvements: Minor maintenance will be conducted to the Warehouse to protect contents from rodents and weather.

2) Work Program

a) Municipal Services:

i) Training & Support: SCCOG staff continue to coordinate with UConn/CLEAR regarding required commissioner training. The proposed legislative agenda asks for a one-year extension to the deadline for initial completion of training.

ii) Planning: SCCOG staff provide planner services under contract to Bozrah, Salem, Franklin, Lisbon, and Sprague.

iii) Building Official: See above discussion 1a re RPIP grant.

iv) Zoning Enforcement: SCCOG contracts with John Herring to provide zoning enforcement services to Bozrah and Ledyard and is temporarily providing ZEO services to Preston with SCCOG staff. Mr. Herring will complete his work with SCCOG in December. See above discussion 1a re RPIP grant.

v) Chief Elected Official Support Program: Mr. Butler has reached out to last year's CEO mentors for feedback on their contact with new CEOs, and has emailed all SCCOG CEOs requesting ideas for the proposed CEO Speaker's Bureau and for CEO Roundtables.

vi) Geographic Information Systems (GIS): no update.

b) Transportation:

i) LOTCIP:

(1) Financials:

Allocated to SCCOG FY 14-23:	\$43,267,000.00
Admin Disbursements:	\$446,560.00
Expended Project Costs:	\$16,935,826.92
Projects in Design with Comm to Fund (4):	\$8,535,401.63
Unallocated:	\$17,349,211.45
Value of Projects in Pipeline (4):	\$16,503,078.00

(2) Under Construction: City of Groton- Poquonnock Road, Norwich- Dunham Street, New London- Jefferson Ave, Waterford- Cross Road.

(3) Commitments to Fund/In Design: Ledyard- Colonel Ledyard Highway, New London- Broad Street/William Street, Bozrah-Fitchville Road.

(4) Applications in Development:

Solicitation:	2021	2022
In CT DOT Review:	Colchester- Lebanon Ave	
Municipalities Revising:	Lisbon- River Rd New London- Hodges Square New London- Broad/Williams	East Lyme- Route 156 Preston- Poquetanuck Village Norwich- Norwich NL Tpke

ii) Transportation Rural Improvement Grant Program (TRIP): This is a new program that will provide state funding for local transportation projects, similar to LOTCIP, in rural municipalities. SCCOG staff notified eligible municipalities and held an information session on Friday 10/28. Draft applications are due to SCCOG on December 15th in order to allow review, revision, and prioritization by CT DOT’s deadline of February 28, 2023.

iii) Metropolitan Transportation Plan (MTP): SCCOG staff are coordinating with CT DOT to prepare a new MTP by May 2023.

iv) Corridor Studies: Senior Advisor Butler is managing all three active corridor studies.

(1) New London Route 32 (route32study.com): Public meeting was held November 2 at the Lyman Allyn Museum. SCCOG staff are reviewing the draft existing conditions report.

(2) East Lyme Route 161 (route161corridorstudy.com): Public meeting was held October 27th at East Lyme High School. SCCOG staff has circulated the draft existing conditions report to the advisory committee for their review.

(3) Norwich Downtown/Chelsea Harbor Mobility Study: SCCOG staff continue to work with CT DOT to pursue CT DOT’s approval on the draft scope of work.

- v) Eastern CT Rail and Transit Feasibility Study: SCCOG staff continue to provide relevant information to the project team.
- vi) I-95 Eastern CT PEL Study. SCCOG staff attended an interagency coordination meeting. CT DOT project personnel will request time to present to the SCCOG Board regarding this project in the next few months.
- vii) Regional Bike-Ped Plan: No report.
- viii) Other: SCCOG staff provided comments to CT DOT regarding their draft State Rail Plan and State Freight Rail Plan.
- ix) Competitive Grants:
 - (1) Safe Streets for All (SS4A): SCCOG staff have submitted an application to fund eighteen projects in thirteen municipalities for a total of \$29,528,940 in federal grant funds and await a decision by US DOT later this year.
 - (2) SMART: SCCOG staff are assisting the City of New London in preparing an application for a Strengthening Mobility and Revolutionizing Transportation (SMART) grant to address congestion along the Bank St. corridor.
- c) Housing:
 - i) SECHA: SCCOG staff and SECHA members continue to coordinate with the Community Foundation of Eastern CT re: the possible establishment of a stand-alone housing resource/advocacy organization affiliated with Centers for Housing Opportunity elsewhere in the state.
- d) Resilience:
 - i) Hazard Mitigation Planning: SCCOG staff is working with member municipalities, its consultant Resilient Land & Water, and CIRCA to prepare an updated Multi-Jurisdictional Hazard Mitigation Plan and participate in Resilient CT 2.0 activities. A FEMA BRIC grant is supporting this work.

- ii) Stormwater Authority Pilot: This project is funded through a grant from CIRCA. SCCOG's consultant have provided initial assessment reports to the participating municipalities. A project meeting was held 9/7.
- e) Open Space/Conservation: SCCOG staff will brief the region's municipal planners on the open space plan process at a meeting on Thursday, November 17th.
- f) Economic Development: SCCOG continues to coordinate with seCTer and other partners on offshore wind industry issues and expects the draft CEDS to be available for review/endorsement shortly. SCCOG staff are preparing an application for federal brownfields funds to assess the reuse potential of properties along navigable waterways or freight rail lines and conduct phase 1 and phase 2 environmental assessments on properties with high reuse potential.
- g) Census 2020: SCCOG anticipates the release of new Urban Area geographies that will impact where certain funds may be used.
- h) Defense Industry Coordination: SCCOG staff are working with SUBASE staff to prepare an application for funding for utility resiliency activities through the US DOD Office of Local Defense Community Cooperation.
- i) Human Services: At the most recent meeting of the RHSCC, members decided to meet again in December to develop a legislative agenda.
- j) Covid Recovery: With the departure of Lee-Ann Gomes, SCCOG staff will provide any future support regarding ARPA fund administration.
- k) Regional Plan of Conservation and Development: No report.
- l) Regional Water: The Eastern CT WUCC will meet Wednesday, Nov. 16th.
- m) Regional Wastewater Management Plan: No report.
- n) Eastern CT Workforce Investment Board: No report.
- o) Regional Emergency Management Planning: No report.

**STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION**



**PROJECT MEMORANDUM FOR
ENGINEERING - NO PPI**

To: **Darren E. Meyers**
Director of Capital Services
Bureau of Finance & Administration

MOD # RPM

ATTACHMENT #7 DATE: 8/17/2022

From: Jon Andrews / Jennifer Trio
PE or PL Project ID:
FD Project ID:
RW Project ID:
CN Project ID: **DOT01703629CN**

Please Review Project Information and Estimate for Approval:

Project Description (short): 30 (30 Characters)	EV Chargers at CTDOT D2,3,4 HQ
Project Description (long): 251 (254 Characters)	Installation of Electric Vehicle Charging Stations at CTDOT Districts 2 (Norwich), 3 (New Haven), and 4 (Thomaston) Headquarters to support CTDOT fleet of electric vehicles. Preliminary Design under DOT00930243PL; Final Design State funded (overhead).

Justification: 512 (1333 Characters)	Under CGS Sec. 4a-67d, 50 percent of all cars and light duty trucks purchased or leased by the State shall be alternative-fueled, hybrid electric or plug-in electric by 2030 in order to reduce vehicle emissions and improve air quality in Connecticut. To fully integrate electric vehicles into the CTDOT fleet, associated Electric Vehicle Charging Stations are needed for the vehicles at the CTDOT Districts 2, 3 and 4 Headquarters. Non-PODI for FD and CN phases per 5/26/22 email from Kurt Salmoiraghi of FHWA. Construction inspection for this project will be assigned to District 4 per 12/3/21 email from John Dunham. Construction was initially planned to be accomplished through DAS Trade Labor Contracts, but is now planned to go through traditional processing by Contract Development and advertising by Contracts as a result of coordination between CTDOT Engineering and FHWA. In addition, FHWA did not allow Final Design to be funded under DOT00930243PL, so it was funded with State funds in the form of overhead for payroll costs.
Project Manager: Jon Andrews	
Project Engineer: Samara Walton	

Scope Code: FC	FC - Facilities Construction
Requested Schedule (Proj. Manager):	Assigned Schedule (Capital Planning):
<input checked="" type="checkbox"/> State ADV	<input type="checkbox"/> PE Auth
<input type="checkbox"/> Town ADV	<input type="checkbox"/> FD/RW Auth
N/A - under 93-243	PE(PD) Start
6/2/22 - State funded (overhead)	Design Approval/FD/RW
10/5/2022	FDP
11/16/2022	DCD
12/14/2022	ADV

Estimates Summary:		Project Type CN	
Project Type	EST Amount Requested	Activity	EST Amount Requested
PE or PL	\$0	CT	\$1,101,000
FD	\$0	CG	\$0
Total	\$0	IN	\$0
		NI	\$0
		NF	\$0
		UT	\$0
		RF	\$0
		SF	\$0
		TF	\$0
		CM	\$0
Total	\$0	Total	\$1,101,000
Project Grand Total (Sum of Project Types) = \$1,101,000			

Submitted by: (sign & date)	Approved by: (sign & date)
Principal Engineer	Assistant Chief Engineer - James A. Fallon
Division Chief	Director of Capital Services - Darren E. Meyers

Estimates for PL, PD, portion of PE, or total PE (if no PD/FD split):							RPM	Project ID		0			
Proj Type	Activity	Federal Amount	Fed Fund	Fed SID	Source Type	State Amount	State Fund	State SID	Source Type	Other Amount	Other Fund	Other SID	Source Type
PE	PE0000												
PE													
PE													
PE													
Total		\$0				\$0				\$0			

Estimates for FD of PE portion:							RPM	Project ID		0			
Proj Type	Activity	Federal Amount	Fed Fund	Fed SID	Source Type	State Amount	State Fund	State SID	Source Type	Other Amount	Other Fund	Other SID	Source Type
FD	PE0000												
FD													
FD													
FD													
Total		\$0				\$0				\$0			

Estimates for Rights of Way:							RPM	Project ID		0			
Proj Type	Activity	Federal Amount	Fed Fund	Fed SID	Source Type	State Amount	State Fund	State SID	Source Type	Other Amount	Other Fund	Other SID	Source Type
RW	RW0000												
RW													
RW													
RW													
Total		\$0				\$0				\$0			

Estimates for Construction:							RPM	Project ID		DOT01703629CN			
Proj Type	Activity	Federal Amount	Fed Fund	Fed SID	Source Type	State Amount	State Fund	State SID	Source Type	Other Amount	Other Fund	Other SID	Source Type
CN	CT0000	\$880,800	12062	22108	ZCAQZ	\$220,200	13033	41404	ZSTEZ				
CN													
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Total		\$880,800				\$220,200				\$0			

**STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION**



**PROJECT MEMORANDUM FOR
ENGINEERING - NO PPI**

DATE: 5/26/2022

To: **Darren E. Meyers**
Director of Capital Services
Bureau of Finance & Administration

MOD # RPM

From: **Michelle C. Saldana**
PE or PL Project ID: **DOT01705032PE**
FD Project ID:
RW Project ID:
CN Project ID:

Please Review Project Information and Estimate for Approval:

Project Description (short): 27 (30 Characters)	Fed Eligible PE: TA Program
Project Description (long): 240 (254 Characters)	This project provides funding for CTDOT and CTDOT's consultant liaison engineer (CLE) to perform federally eligible engineering activities associated with administration and oversight of the Federal Transportation Alternatives (TA) Program.

Justification: 489 (1333 Characters)	To provide funding for CTDOT and CTDOT's CLE for federally eligible engineering activities associated with engineering reviews, permitting reviews, design development, etc. under the Federal TA Program. This project replaces current project DOT01703439PE. This request of \$3.9M will provide funding for eligible activities for a 5 year period - Term 1/1/2023 thru 12/31/2027. PAED of 6/30/2031. All federally ineligible activities will be charged under State funded project DOT01703442PE.
Project Manager: Michael Cherpak	Total EST is \$3.9M @ \$780K/yr.(80% FEDERAL, 20% STATE). Funding provided under TA Program Special Eligibility 23 USC 133(h)(6)(c) which allows 5% of TA Set-Aside to be used to provide technical assistance, application assistance and administration of the program. This Special Eligibility requires use of subsidiary program codes to track the 5% limit. Note: FMIS agreement should include \$300,764 for TA Flex and AC balance under program code Y100 and \$323,236 for >200k under program code Y101 (breakdown by urban area provided in funding section).
Project Engineer: Michelle Saldana	

Scope Code: #N/A

Requested Schedule (Proj. Manager):		Assigned Schedule (Capital Planning):	
<input type="checkbox"/> State ADV	1/1/2023	PE Auth	<input type="text"/>
<input type="checkbox"/> Town ADV	PE Start	FD/RW Auth	<input type="text"/>
	Design Approval/FD/RW	FDP	<input type="text"/>
	FDP	DCD	<input type="text"/>
	DCD	ADV	<input type="text"/>
	ADV		

Estimates Summary:		Project Type CN	
Project Type	EST Amount Requested	Activity	EST Amount Requested
PE or PL	\$3,900,000	CT	\$0
FD	\$0	CG	\$0
Total	\$3,900,000	IN	\$0
		NI	\$0
		NF	\$0
		UT	\$0
		RF	\$0
		SF	\$0
		TF	\$0
		CM	\$0
Total	\$0	Total	\$0

Project Grand Total (Sum of Project Types) = \$3,900,000

Submitted by: (sign & date)	Approved by: (sign & date)
Principal Engineer	Assistant Chief Engineer - James A. Fallon
Division Chief	Director of Capital Services - Darren E. Meyers

Total	\$0
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