

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

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

March 7, 2023 Executive Committee
Held by Zoom

PRESENT:

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

Chairman Chesebrough opened the meeting at 8:32 AM.

1. Regional Code Enforcement/RPIP Grant

Ms. Kennedy stated that after an interview process which included Mayor Allyn and FS Allyn-Gauthier, an offer had been made and accepted by a licensed building official to work as SCCOG's Building Code Enforcement Official. Doug Colter will begin work on Thursday March 16th. Mr. Colter has experience as a Building Official as well as grants and floodplain management.

2. FY 2022 Audit/Annual Report

Ms. Kennedy reported that the FY 22 has been completed and submitted to the relevant state agencies. There were no significant findings. The indirect rate increased from the previous year due to taking of accrued vacation time and the cost of health insurance and pension benefits. The Annual Report accompanies the audit and must be formerly approved per SCCOG's bylaws.

MOTION: To approve the FY 22 annual report (Allyn, Grant).

3. STIP/TIP Amendments

Ms. Rattan provided information regarding the TIP amendments being presented for endorsement, which included funding for CT DOT's electrical vehicle program, programming of federal PROTECT funds (resilience work), transportation demand management services (Congestion Mitigation/CMAQ funds funding CT Rides), and two entries for pump station assessments, which will include assessment of the South Road Groton underpass.

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

4. Metropolitan Transportation Plan (MTP)

Ms. Kennedy stated that a draft version of the MTP had been shared that included revisions responding to two comments received during the public comment period, one from FTA staff and one from a member of the public. A final draft will be made available once all comments have been reviewed (comment period ended Monday afternoon).

MOTION: to recommend approval of the MTP by the full SCCOG (Grant, Blanchard). So voted unanimously. Ms. Chesebrough thanked Ms. Rattan for all her work on the MTP.

5. IT Managed Services Contract

Ms. Kennedy stated that she had received quotes from four managed services providers and is near to deciding between two vendors. She noted that the recent revised bylaws require the Executive Committee (instead of the full Board) to approve contracts. The two companies under consideration are very different in terms of size and organization, and one is more costly than the other, but she feels comfortable that both can provide the necessary services. Mr. Brule stated that the decision should be based on the best fit. Mr. Allyn asked whether in-person services would be included (yes, though service would primarily be remote). Mr. Salomone asked whether the contracts include an expectation of response time. Ms. Kennedy said that one does, and the other is a small shop, but she has checked their references and they both do a good job.

Members discussed a potential change to the bylaws which would set a threshold for contract review. Mr. Allyn suggested including only contracts for goods/services provided to the SCCOG (i.e. excluding pass-through expenses). Ms. Kennedy stated she would pull a list of recent contracts to see how many/what values they were.

MOTION: To authorize Ms. Kennedy to proceed to contract for IT services (Brule, Grant). So voted unanimously.

6. Speaker Requests

Ms. Kennedy stated that she had on the list of speakers Frank Burns from the CT Tourism Coalition and SCCOG's Sam Alexander (regarding the Stormwater Authority pilot project). She also received a request from Eversource in the last few days asking for 15-20 minutes at a future meeting. Ms. Blanchard and Mr. Allyn stated more time would be needed, noting multiple topics of interest (rates, vegetation management, resiliency, stormwater). Ms. Kennedy suggested holding a separate special meeting or asking SEAT to push back their start time to 10:00. Mr. Allyn suggested asking for written liaison reports for that meeting as well. Members agreed with Ms. Kennedy's suggestion for a long April meeting, and to include both

Frank Burns and Sam Alexander at the March meeting.

7. Liaison Requests

LLHD's incoming Executive Director Jen Muggeo has requested that the Health Districts have a standing reporting spot on the agenda. Ledge Light and Uncas would coordinate to represent both districts each month. Members were in favor of adding the districts to the agenda. Ms. Kennedy noted that she would like to take off some of the standing agenda items that are dormant.

8. Adjournment

MOTION: To adjourn the meeting (Chesebrough).

The meeting adjourned at 9:02 a.m.

Respectfully Submitted,

Amanda E. Kennedy, Executive Director