

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

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November 6, 2023 Executive Committee
Minutes

PRESENT:

Danielle Chesebrough (Chairman), John Salomone, Cheryl Blanchard, Rob Brule (on phone).
Staff: Amanda Kennedy, Kate Rattan.

Chairman Chesebrough opened the meeting at 8:32 AM.

1. EWIB CEO Council Appointment

Members discussed the nomination process and the proposed appointee to fill Mayor McDaniel's spot.

MOTION: To recommend Sandra Allyn-Gauthier to the EWIB CEO Council (Blanchard, Salomone). So voted unanimously.

2. Nominating Committee Appointments

Ms. Kennedy presented a review of all appointments and committees required by the SCCOG's bylaws, and proposed that appointees be confirmed each year at the December annual meeting and that the nominating committee be asked to generate nominations for these positions.

These appointees include three representatives to the EWIB CEO Council, a nominating committee, a legislative committee, and the Executive Committee. Members agreed it makes sense to make these appointments an annual item each December.

3. Status of Hiring

Three new staff will start in January: Liz Burdick, Director of Municipal Services; Helen Zincavage, Director of Regional Planning; and Emily Bigl, Environmental Planner I.

4. Capital Improvements

Ms. Kennedy provided an update on estimates for fixing the building's moisture issue and building out additional office spaces. The current plans for renovation will have just enough

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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space for staff but no space for interns or additional hires. Members discussed whether the SCCOG could meet off-site should the large meeting room need to be turned into office space. Another option is to convert the warehouse into finished space. Members suggested potential general contractors that could manage the full scope of the work.

5. Draft FY 24 and FY 25 Budgets

Ms. Kennedy presented draft budgets for discussion, which will be revised prior to January's potential approval. Members discussed potential projects that could be funded with Regional Services Grant funding, which increased substantially this year. Ideas include: transportation work, HR Consulting for SCCOG and Towns, IT consulting for SCCOG and towns, hybrid meeting technology for the SCCOG office.

6. Personnel Manual

Ms. Kennedy presented a list of items to review for potential revision. Members discussed the items.

7. STIP/TIP Amendments

Two amendments were presented for review. The first set allocates funding for planning, engineering, and construction of I95 Exit 71/72 ramps. The project is an early delivery recommendation of the I95 PEL study. The second project is rehabilitation of a culvert in Preston.

MOTION: To recommend approval of the TIP amendments (Brule, Blanchard). So voted unanimously.

8. Speaker Requests/Scheduling

Ms. Kennedy reviewed speaker requests. Eversource cannot attend January or February so will speak in December. On deck: Safe Futures, SE CT Cultural Coalition, Safe Futures, America 250.

9. Schedule of Next Meetings

Ms. Kennedy presented the draft schedule of 2024 meetings for distribution at the December meeting.

10. Adjournment

The meeting adjourned at 9:40 a.m.

Respectfully Submitted,
Amanda E. Kennedy, Executive Director