

# SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

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January 3, 2024 Executive Committee  
Minutes

**PRESENT:**

Rob Brule (Chairman), Tom DeVivo, Bob Carlson. Via Zoom: Danielle Chesebrough, John Salomone, Cheryl Blanchard. Staff: Amanda Kennedy.

Chairman Chesebrough opened the meeting at 8:33 AM.

1. Capital Improvements

Ms. Kennedy provided a summary of the exterior and interior repairs necessary to prevent and fix water damage and discussed potential interior renovations to make room for additional staff. Office space is maxed out now with the current staffing. Members discussed options for expanding office space.

2. Draft FY 24 and FY 25 Budgets

Ms. Kennedy presented the proposed FY24 revised budget, which updates the budget with the actual potential revenue from OPM Regional Services grant funding and FHWA transportation planning funding, which both increased since the adoption of the budget in December 2022.

Mr. Brule suggested adding line item numbers. Ms. Kennedy noted that the budget includes \$196,000 in RSG available in FY 24 but as yet unprogrammed, which she will be working with staff on programming over the next month or two.

**MOTION:** To recommend approval of the proposed revised FY 24 budget by the full SCCOG (Salomone, Carlson). So voted unanimously.

Ms. Kennedy presented the proposed FY 25 budget. Members asked about what is included in capital fund vs maintenance, and why renovations was broken out separately from other capital improvements (interior renovations for expanding workspace will be funded via RSG and repairs funded with general funds).

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**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 FY 25 budget by the full SCCOG (Blanchard, Salomone). So voted unanimously.

3. Personnel Manual Revisions

Ms. Kennedy reviewed the status of revising the personnel manual, which was discussed at the last meeting. A revision will be presented for review in the next few months.

4. Correspondence

Members discussed how to respond to material submitted by a resident regarding a proposed development. Ms. Kennedy will send a letter responding to the resident.

5. Schedule of Next Meetings

Ms. Kennedy noted that the schedule of 2024 meetings distributed last month had a date wrong in October, this has been fixed and calendar invitations have been sent to all board members with the correct dates. Mr. Brule asked to discuss the procedure for inclement weather, and members agreed that he as Chair could make a decision to move an in-person meeting to remote or postpone/cancel it as warranted.

6. Speaker Requests/Scheduling

Ms. Kennedy reviewed speaker requests which include Eversource, Safe Futures, SE CT Cultural Coalition, America 250, and most recently Congressman Courtney (for February), and the Eastern CT Emergency Medical Services Council. Members approved scheduling Rep. Courtney in February and the Cultural Coalition, Eversource, or Safe Futures for February (depending on availability).

7. Adjournment

The meeting adjourned at 9:20 a.m.

Respectfully Submitted,  
Amanda E. Kennedy, Executive Director