



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS
Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

EXECUTIVE COMMITTEE
SPECIAL MEETING NOTICE & AGENDA
Wednesday, November 28, 2018 – 9:00 A.M.

Location: 127 Washington Avenue, 4th Floor West
North Haven, CT 06473

Full agenda materials can be found at our website – www.scrcog.org

1. Call to order - *First Selectman James Cosgrove, Chairman*
2. Adopt Minutes of July 25, 2018 Executive Committee Meeting - *First Selectman James Cosgrove, Acting- Secretary* Pages 2,3
3. Review and Accept Audit Report for FY2017- 2018 - *Brian Borgerson, CPA of Kircaldie, Randall & McNab LLC, Carl Amento, Executive Director and Albert Ruggiero, Finance Director* Attached
4. Discussion and Recommendation re Preliminary Dues for FY 2019-2020 Page 4
5. Review of SCRCOG Fiscal Year 2018-2019 Budget Amendment #2 Pages 5,6
6. Report and Preliminary Recommendations regarding SCRCOG FY 2018-19 Regional Services Grant (RSG) Spending Plan - *Carl Amento, Executive Director*
7. Discussion of New Pension Plan Administrator and Update of Pension Plan Documents to meet Federal Requirements Page 7
8. Other Business
9. Executive Session
 - a. Discussion of Personnel Matters
10. Adjournment

The agenda and attachments for this meeting are available on our website at www.scrcog.org. Please contact SCRCOG for copy of agenda in a language other than English. Auxiliary aids/services and limited English proficiency translators will be provided with two week's notice.

“Necesidades especiales: a las personas con discapacidad auditiva se les proveerá con medios auditivos y/o intérpretes de signos. Igualmente intérpretes para personas que hablan poco inglés, pero será preciso avisar con dos semanas de antelación. Se puede solicitar la agenda en otro idioma que no sea inglés comunicándose con SCRCOG”.

127 Washington Avenue, 4th Floor West, North Haven, CT 06473

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Carl J. Amento, Executive Director

TO: **SCRCOG Executive Committee**
FROM: **First Selectman James Cosgrove, *Chairman and Acting Secretary***
DATE: **August 18, 2018**
SUBJECT: **SCRCOG Executive Committee Minutes of July 25 2018**

Present:

Bethany	First Selectwoman Derrylyn Gorski
Branford	First Selectman James Cosgrove, <i>Chairman</i>
Madison	First Selectman Thomas Banisch, <i>Vice-Chairman</i>
Milford	Mayor Benjamin Blake
New Haven	Michael Piscitelli, <i>proxy for Mayor Toni Harp, Immediate Past Chairwoman</i>
North Haven	First Selectman Michael Freda, <i>Treasurer</i>
Wallingford	Mayor William Dickinson
Woodbridge	Betsy Yagla, <i>proxy for First Selectwoman Beth Heller, Secretary</i>

SCRCOG Staff Carl Amento, ***Executive Director***, Albert Ruggiero, ***Finance Director***, Christopher Rappa, ***Financial Manager***; Eugene Livshits, ***Senior Regional Planner***; Rebecca Andreucci, ***Regional Planner***

Other guests Ginny Kozlowski, ***REX Development***

1. **Call to order**
The Executive Committee meeting was called to order at 9:16 a.m. by Chairman Cosgrove.
2. **Adopt Minutes of June 27, 2018 Executive Committee Meeting**
First Selectman Cosgrove presented the minutes of the June 27, 2018 Executive Committee meeting, which are on Pages 2-3 of the agenda packet. First Selectman Banisch moved for their acceptance. Mayor Dickinson seconded. All were in favor of acceptance of the minutes.
3. **Recommendation of Approval of SCRCOG FY 2018-2019 Regional Services Grant (RSG) Spending Plan**
Executive Director Amento reviewed the Proposed SCRCOG Regional Services Grant (RSG) Spending and Work Plan and Selection of Consultants for FY 2018-2019 (7-18-18) found on Pages 4 through 17 of the agenda packet. Chairman Cosgrove reported that the Subcommittee charged by the Executive Committee to work with SCRCOG staff to revise the originally proposed spending plan unanimously supports the revised plan. First Selectman Banisch moved for approval of the RSG spending plan. Mayor Dickinson seconded the motion. The vote for approval was unanimous.

4. **Recommendation of Approval of Budget Revision #1- FY 2018-2019**
The Budget Revision is found at Pages 18 and 19 of the agenda packet. First Selectman Banisch moved that the Budget Revision be recommended for approval to the SCRCOG Board. First Selectman Freda seconded the motion. The motion was approved unanimously.
5. **Recommendation of Approval of Resolution Authorizing the Executive Director to enter into Agreements for FY 2018-2019 Regional Services Grant-funded Consultant Services**
The Resolution is found on Pages 20 and 21. First Selectman Banisch moved for recommendation to the SCRCOG Board of the Resolution's approval. First Selectman Freda seconded the motion, which was approved unanimously.
6. **Other Business**
Michael Piscitelli questioned why State Project #0156-0180 of TIP Amendment 7 on the SCRCOG Board agenda under the Transportation Committee Report showed funding for I-95 Resurfacing being reduced from \$55 million to \$9.35 million. Senior Transportation Planner James Rode called Michael Calabrese at CT DOT and reported to the Executive Committee that the full project is still going forward, but will be spread over 3 years.
7. **Adjournment**
Mayor Dickinson moved to adjourn the meeting, First Selectman Freda seconded, and all were in favor. The meeting adjourned at 9:40 am.

Respectfully submitted,

First Selectman James Cosgrove, *Chairman and Acting Secretary*

***Proposed Fiscal Year 2019-20 SCRCOG Municipal Dues
Preliminary for Municipal Budgeting Purposes***

The *Municipal Dues* schedule below is prepared to aid local officials in the development of municipal budgets. Dues to SCRCOG are based on a per capita rate.

The proposed schedule for FY 2019-20 is calling for no increase in the per capita rate (\$0.34), but does make adjustments due to shifts in population. SCRCOG By-Laws prescribe the use of the most current set of Connecticut Department of Health Services' municipal population estimates (July 1, 2017). This proposal assumes a FY 19/20 work program similar to the current year, with similar staffing. All SCRCOG dues are rounded to the nearest \$100.

Final dues are approved by resolution of the full SCRCOG in conjunction with the *FY 2019-20 Operating Budget*.

<i>Municipality</i>	<i>FY 18/19 Dues</i>		<i>FY 19/20 Dues</i>	
	<i>Population</i> ⁽¹⁾	<i>Per Capita (rounded to \$100)</i> <i>0.34</i>	<i>Population</i> ⁽²⁾	<i>Per Capita (rounded to \$100)</i> <i>0.34</i>
<i>Bethany</i>	5,488	1,900	5,497	1,900
<i>Branford</i>	28,028	9,500	28,111	9,600
<i>East Haven</i>	28,807	9,800	28,857	9,800
<i>Guilford</i>	22,277	7,600	22,283	7,600
<i>Hamden</i>	61,125	20,800	61,284	20,800
<i>Madison</i>	18,151	6,200	18,196	6,200
<i>Meriden</i>	59,622	20,300	59,927	20,400
<i>Milford</i>	54,054	18,400	54,508	18,500
<i>New Haven</i>	129,934	44,200	131,014	44,500
<i>North Branford</i>	14,198	4,800	14,208	4,800
<i>North Haven</i>	23,709	8,100	23,751	8,100
<i>Orange</i>	13,912	4,700	13,997	4,800
<i>Wallingford</i>	44,660	15,200	44,741	15,200
<i>West Haven</i>	54,516	18,500	54,843	18,600
<i>Woodbridge</i>	8,842	3,000	8,853	3,000
<i>Total</i>	567,323	193,000	570,070	193,800

(1) State of Connecticut, Department of Public Health, Estimated Population in Connecticut Towns As of July 1, 2016.

(2) State of Connecticut, Department of Public Health, Estimated Population in Connecticut Towns As of July 1, 2017.

FY 2018-19 Budget Revision # 2

Budget Revision #2 adds to the adopted FY 2018-19 budget \$100,000 in Federal Transportation Planning funds not utilized in FY 2017-18 that remain available this fiscal year.

As planned in the FY 2017-18 budget, these funds will cover a portion of the Origin-Destination analysis of the MOVE New Haven study, conducted by the Greater New Haven Transit District (GNHTD). The 20% local match (\$25,000) required to utilize these funds will be covered by the CT Department of Transportation, paid directly to GNHTD.

Actual line item revisions are below, followed by a resolution authorizing Budget Revision #2.

<i>Revenue</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Revised Budget</i>
Municipal Contribution			
Municipal Contribution - Dues	193,000		193,000
Municipal Contribution - Special Projects	6,625		6,625
Transportation Planning			
U.S. DOT - FY 2018-2019	942,779	100,000	1,042,779
U.S. DOT - Carryover	128,668		128,668
U.S. DOT - Mobility Management	69,724		69,724
CTDOT - FY 2018-2019	89,564		89,564
CTDOT - Mobility Management	17,431		17,431
CTDOT - LOTCIP	219,529		219,529
Regional Planning			
CT OPM - Regional Services Grant (RSG)	493,504		493,504
CT Secretary of the State - Regional Election Monitor	8,800		8,800
CIRCA - Municipal Resilience Grants	-		-
Regional Open Space Inventory	5,400		5,400
Dept. of Agriculture - Farm Viability Grant	40,000		40,000
Regional Hazard Mitigation Plan	-		-
Federal Emergency Management Agency	18,275		18,275
Investment Income	4,000		4,000
TOTAL	2,237,299	100,000	2,337,299

<i>Expenses</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Revised Budget</i>
Salaries	579,711		579,711
Benefits	189,603		189,603
Travel	10,700		10,700
Computer Supplies & Software	17,000		17,000
Rent	107,700		107,700
General Office Expenses	83,321		83,321
Transportation Consultants	606,100		606,100
MOVE New Haven (Federal \$ Only, Match from CTDOT)	-	100,000	100,000
Other Consultants	433,000		433,000
Capital	-		-
Contingency	-		-
LOTICIP - Reserved	206,285		206,285
Regional Election Monitor - Reserved	3,878		3,878
Total	2,237,299	100,000	2,337,299



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Carl J. Amento, Executive Director

Resolution

**South Central Regional Council of Governments
Fiscal Year 2018-19 - Budget Revision # 2**

Whereas: The South Central Regional Council of Governments adopted an operating budget for FY 2018-19 on May 23, 2018;

Whereas: SCROCG Approved Budget Revision #1 on July 25, 2018;

Whereas: Federal Transportation Planning Funds not utilized in FY 2017-18 remain available this fiscal year to cover a portion of the Origin-Destination Analysis of the MOVE New Haven Study, conducted by the Greater New Haven Transit District (\$100,000); and

Whereas: The 20% local match (\$25,000) required to utilize these funds will be covered by the CT Department of Transportation, paid directly to the Greater New Haven Transit District.

Now, therefore be resolved by the South Central Regional Council of Governments:

That Fiscal Year 2018-19 Budget Revision # 2, which adds to the adopted FY 2018-19 budget federal transportation planning funds not utilized in FY 2017-18 that remain available this fiscal year to cover a portion of the Origin-Destination Analysis of the MOVE New Haven Study, conducted by the Greater New Haven Transit District, is adopted.

Certificate:

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the South Central Regional Council of Governments on November 28, 2018.

Date: November 28, 2018

By: _____
First Selectwoman Beth Heller, *Secretary*
South Central Regional Council of Governments



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Carl J. Amento, Executive Director

Resolution

Appointing new Pension Plan Administrator and Authorizing Executive Director to execute necessary documents

Whereas: The South Central Regional Council of Governments has a Pension Plan administered by Principal Financial; and

Whereas: Principal Financial will no longer provide the administration of the plan; and

Whereas: Our benefits consultant, eBenefits, has recommended Pension Consultants to provide the administration services for the Plan; and

Whereas: The Plan documents must be revised to meet current federal requirements.

Now, therefore be resolved by the South Central Regional Council of Governments:

That Pension Consultants is appointed the new Pension Plan Administrator, and that Executive Director Carl Amento is authorized to engage Pension Consultants as Plan Administrator and execute any necessary documents to update the plan and bring it into conformance with all requirements.

Certificate:

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the South Central Regional Council of Governments on November 28, 2018.

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