



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 MEETING NOTICE & AGENDA
Wednesday February 27, 2013 – 9:30A.M.

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

*****Please Note Different Time of Meeting*****

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

1. Call to order – Mayor John Picard, *Chairman*
2. Adopt Minutes of December 5, 2012 Executive Committee Meeting – Page 2
Mayor Scott Jackson, *Secretary*
3. Review of Proposed Budget Revision re: FY 2013 Budget- Carl Amento Page 4
4. Other Business
5. 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”.

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Carl J. Amento, Executive Director

TO: SCRCOG Executive Committee
FROM: Mayor Scott Jackson, Secretary
DATE: January 22, 2013
SUBJECT: SCRCOG Executive Committee Minutes of December 5, 2012 and results of December 18, 2012 Poll on Revised Audit

Present:

Branford First Selectman Anthony DaRos--*Chairman*
 Hamden Mayor Scott Jackson-- *Secretary*
 New Haven Mayor John DeStefano
 North Haven First Selectman Michael Freda - *Treasurer*
 Wallingford Mayor William Dickinson
 West Haven Mayor John Picard—*Vice Chairman*
 Woodbridge First Selectman Edward Sheehy

SCRCOG Staff Executive Director Carl J. Amento, Business Manager Al Ruggiero

Others present: Brian Borgerson, CPA, *Kircaldie, Randall & McNab, LLC*

ITEM 1 - Call to Order

The Executive Committee meeting was called to order at 9:10 a.m. by Chairman DaRos.

ITEM 2 – Adopt Minutes of September 25, 2012 Executive Committee Meeting

Mayor Jackson presented the minutes contained in the agenda packet on pages 2. Mayor DeStefano moved for their acceptance. First Selectman Freda seconded. The minutes were accepted unanimously.

ITEM 3-Review and Accept Audit Report for FY2011-2012

Brian Borgerson, CPA, reviewed the audit. The audit did not find any deficiencies or material weaknesses. Members raised questions concerning the \$70,551 deficit in the audited 2011-2012 budget and the corresponding reduction in net assets. Mr. Borgerson explained that \$50,000 of the deficit and reduction was caused by the one-time approved distribution of that amount to REX Development. In addition, an approved distribution of \$25,000 to the Regional ROOF Project late in FY 2010-2011, reduced the surplus in that year which then affected the carryover of funds for UPWP studies in the FY 2011-2012 budget. But for these extraordinary approved expenditures, the FY 2011-2012 operating budget would have posted a \$4,449 surplus.

Mayor DeStefano moved that the audit be accepted. Mayor Jackson seconded that motion, which was approved unanimously.

ITEM 4- Review of 2013 SCRCOG Draft Legislative Agenda:

Executive Director Amento noted that the draft legislative agenda was on page 3 of the agenda packet. After discussion, a consensus was reached that the SCRCOG legislative agenda should only contain 3 items: (1) Support state funding for REX; (2) Support state investment in regional infrastructure including Tweed, Union Station, rail service (Metro North, Shoreline East and New Haven Hartford Springfield rail); and (3) Support additional state aid for local education. First Selectman Freda moved that the SCRCOG legislative agenda be re-drafted by the Executive Director to cover those three issues. Mayor Jackson seconded the motion, which passed unanimously.

ITEM 5- Review of 2013 Regional Legislative /Governmental Agenda:

Executive Director Amento explained that the proposed regional agenda is found on pages 4 and 5 of the agenda packet. Regional organizations such as the Greater New Haven Chamber of Commerce, Regional Workforce Alliance, the Arts Council of Greater New Haven, the Regional Alliance and SCRCOG are asked to endorse the regional agenda. Executive Committee members noted that the regional agenda was “very general”, “lacked focus”, “ignored the current budget crisis”, and “didn’t specifically address municipal and regional government issues”. A consensus was reached to not sign on to the regional agenda. No vote was taken.

ITEM 6 – Other Business:

None

ITEM 7 - Adjournment:

Motion to adjourn made by First Selectman Freda and seconded by Mayor DeStefano. It passed unanimously. The meeting was adjourned at 10:00 a.m.

Poll on Revised Audit

An invoice attributable to FY 2011-2012 was received after the meeting on December 5. After discussions with Brian Borgerson, CPA, and the Chairman, it was decided to amend the audit to include this expense. As the audit was due at CDOT by December 31, it was also decided to poll the Executive Committee to obtain approval of the revised audit prior to submission to CDOT. Response to the December 18 poll from all members was unanimous for approval of the revised audit.

Respectfully submitted,

Mayor Scott Jackson, Secretary

Budget Revision # 1

Budget Revision # 1 increases SCRCOG's overall budget by \$209,630 to \$1,787,149 with the addition of two *Regional Performance Incentive* grants, an extension of a *Department of Emergency Services & Public Protection* grant, and an increase in projected *Connecticut OPM* revenue funding for regional planning. All four grants require no local resources. Put another way, no match was required for these grants.

The following are revision highlights:

1. SCRCOG received two grant awards from the state's Regional Performance Incentive Grant Program.
 - a. *Web-based Regional GIS Program*
 - i. \$159,370 of the \$591,028 five-year grant has been allocated for FY 2013. FY 13 activities will focus on the purchase of the necessary hardware and software, and the beginning of the consultant-supported work.
 - b. *Shared Services Feasibility Study*
 - i. \$16,690 of the \$54,581 grant has been allocated for consultant-supported tasks. The balance of the grant will be completed during FY 2014.
2. A small adjustment (\$7,000) in the amount of Connecticut Office of Policy and Management funds we received this fiscal year to support regional planning activities.
3. An extension to the performance period of one of our FY 2012 Homeland Security projects (DESPP ASCRA 009) into this fiscal year adds \$16,300 to our current budget. Available funds will be utilized by NHASH to purchase supplies and equipment for emergency response.
4. Allocates an approved expenditure of \$10,000, in support of the ROOF Regional Foreclosure Prevention Program.

Actual line item revisions appear on the next page, followed by a proposed resolution authorizing the budget revision.

<i>Revenue</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Revised Budget</i>
Municipal Contribution			
Municipal Contribution - Current Year	154,100	-	154,100
SCRCOG Reserves	-	10,000	10,000
Transportation Planning			
U.S. Department of Transportation	1,023,305	-	1,023,305
CT Department of Transportation	127,914	-	127,914
Regional Planning			
Connecticut Office of Policy & Management	7,000	7,000	14,000
Regional GIS Program	-	159,370	159,370
Shared Services Study	-	16,960	16,960
REX Development			
Reimbursement for SCRCOG Rent	10,000	-	10,000
Investment Income	1,200	-	1,200
Emergency Response Planning			-
NHASH FY 09 - Training Grant	-	16,300	16,300
Sustainable Communities Grant			
Sustainable Communities Reg Planning Grant	20,000	-	20,000
Hazard Mitigation Plan			
Federal Emergency Management Agency	175,500	-	175,500
Municipal - In-Kind Contribution	58,500	-	58,500
TOTAL	1,577,519	209,630	1,787,149

<i>Expenses</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Revised Budget</i>
General SCRCOG Operations			
1.0 Labor	618,100	-	618,100
2.0 Travel	8,500	430	8,930
3.0 Data Process	9,400	55,826	65,226
4.0 General Overhead	155,800	3,060	158,860
Total - General SCRCOG Operations	791,800	59,316	851,116
5.0 COG Capital	-	40,300	40,300
6.0 Special Planning Studies & Pass-Through Grants			
Transportation Consultant Services	515,000	-	515,000
NHASH Homeland Security Grant	-	16,300	16,300
ROOF - Regional Foreclosure Fund	-	10,000	10,000
FEMA - Hazard Mitigation Plan	205,750	-	205,750
Regional GIS Program	-	61,714	61,714
Shared Services Study	-	15,000	15,000
Total - Special Planning Studies	720,750	103,014	823,764
7.0 Contingencies	64,969	7,000	71,969
TOTAL	1,577,519	209,630	1,787,149



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Resolution

**Executive Committee of the South Central Regional Council of Governments
Fiscal Year 2013 - Budget Revision # 1**

Whereas: South Central Regional Council of Governments on June 27, 2012 adopted an operating budget for Fiscal Year 2013, and

Whereas: SCRCOG By-Laws require any revision to the operating budget greater than 10% of the operating budget be reviewed by the Executive Committee and approved by the Council of Governments.

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

That Fiscal Year 2013 Budget Revision # 1 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 February 27, 2013.

Date: February 27, 2013

By:

Michael Freda, *Secretary*
South Central Regional Council of Governments