



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 November 15, 2017 – 9:00A.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- Mayor Toni Harp, *Chairwoman*
2. Adopt Minutes of May 24, 2017 Executive Committee Meeting-
First Selectman Joseph Mazza, *Secretary* Pages 2, 3
3. Review and Accept Audit Report for FY2016- 2017 - *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 2018-2019 Pages 4,6
5. Discussion of State Budget's Effect upon SCRCOG Budget and Work Program
6. Other Business
7. 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

www.scrcog.org T (203) 234-7555 F (203) 234-9850 camento@scrcog.org



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

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

TO: SCRCOG Executive Committee
FROM: First Selectman James Cosgrove, Secretary
DATE: June 20, 2017
SUBJECT: SCRCOG Executive Committee Minutes of May 24, 2017

Present:

Branford First Selectman James Cosgrove, *Secretary*
Guilford First Selectman Joseph Mazza, *Vice Chairman*
Milford Mayor Benjamin Blake, *Immediate Past Chairman*
New Haven Mayor Toni Harp, *Chairwoman*
North Haven First Selectman Michael Freda
Wallingford Mayor William Dickinson
West Haven Mayor Edward O'Brien, *Treasurer*

SCRCOG Staff: Carl Amento, *Executive Director*, Stephen Dudley, *Deputy Director and Transportation Director*; Albert Ruggiero, *Finance Director*, Christopher Rappa, *Financial Manager*

1. **Call to order**

The Executive Committee meeting was called to order at 9:15 a.m. by Chairwoman Harp.

2. **Adopt Minutes of April 26, 2017 Executive Committee Meeting**

First Selectman Cosgrove presented the minutes of the April 26, 2017 Executive Committee meeting, which is on Page 2 of the agenda packet. First Selectman Cosgrove moved for their acceptance. First Selectman Mazza seconded. All were in favor of acceptance of the minutes.

3. **Review and Recommend FY 2017-2018 SCRCOG Budget**

SCRCOG Executive Director Amento, Deputy Director Dudley, and Finance Director Ruggiero reviewed the proposed FY 2017-2018 SCRCOG Budget found on pages 8-37 of the agenda packet. The Memoranda found on Pages 3 and 4-7 of the agenda packet were discussed at length. The first Memorandum dealt with the second year of salary adjustments due to restructuring of positions and responsibilities. The other Memorandum explained the uncertainties in the proposed SCRCOG budget caused by the state fiscal crisis and the likely reduction in SCRCOG funding from the state. Most decisions on funding could await a re-visiting of the SCRCOG budget after the state budget is passed. However, the state's action in eliminating a fourth quarter payment of the state Regional Services Grant (RSG) in the amount of \$90,000 required immediate action to determine how to fund the local match of the 14-town Hazard Mitigation Plan Update. SCRCOG had intended to fund the \$67,500 local match to the \$202,500 FEMA Grant from the RSG. The hazard Mitigation Plan Update needs to be completed by early 2018 so that none of the participating towns will lose eligibility for FEMA grants. Therefore, a decision on how to fund the local match needed to be made without delay.

First Selectman Freda moved that the Executive Committee recommend to the SCRCOG Board that there be a Special Assessment against the 14 towns participating in the Hazard Mitigation

Plan Update in the amount of \$4,821 each to be paid to SCRCOG by July 31, 2017. First Selectman Mazza seconded the motion, which was approved unanimously.

With regard to the FY 2017-2018 budget, the Executive Committee expressed its opinion by consensus that the assumptions made in the budget's formulation were based on the best available information at this time, and that the budget will need to be re-visited and revised after the state budget is completed and the exact amount of funding for SCRCOG is known. First Selectman Freda moved to recommend the budget, as presented, to the Board for approval. First Selectman Cosgrove seconded the motion, and the vote was unanimously in favor.

4. **Other Business**

None.

5. **Adjournment**

First Selectman Mazza moved to adjourn the meeting, Mayor O'Brien seconded, and all were in favor. The meeting adjourned at 9:55 am.

Respectfully submitted,

First Selectman James Cosgrove, *Secretary*



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

MEMORANDUM

To: SCRCOG Executive Committee

From: Stephen B. Dudley, P.E., Deputy Director, Transportation Director

Re: FY 19 Proposed SCRCOG Dues

Date: November 2, 2017

The recent adoption of the state biennial budget provided a small amount of clarity as to the SCRCOG budget for FY 18 and FY 19. The reduced state match for federal transportation funding is shown and will allow 7.6% match (previously 10% - COGs make up the difference) as advised by CTDOT. The Regional Services Grant (RSG) is now a general fund appropriation, and is no longer “off-budget” in a fund deriving income from the hotel and other taxes. The appropriation for FY 18 is \$2.75 million statewide and for FY 19 is \$5.0 million statewide.

OPM has advised that they will notify all COGs of the formula they will use for the RSG grants, and therefore the amount of the grant, so we at this time do not know the amount we will receive. As reference, last year \$3 million was appropriated for RSG and our allocation was \$360,000 – but the 4th quarter payment was rescinded, so we only received \$270,000.

If the formula remains the same, we would receive approximately \$330,000 for FY 18. It is unclear whether this will be for the fiscal year or a period that goes one quarter into the next fiscal year as in the past. In either case, an allocation of \$330,000, assuming no additional requirements or restrictions on the spending from OPM, would result in approximately \$175,000 of un-utilized federal transportation funding in the current budget.

Given the RSG rescission last fiscal year, there is doubt that the full funding for FY 18 will be received if state finances do not improve. There is even higher doubt that the full appropriation for FY 19 will be available. The match necessary for federal funds for FY 19 is a guess at this time, but the only sources are local dues and RSG, assuming again no OPM restrictions.

We are currently operating under an approved FY18 and FY 19 Unified Planning Work Program, which provides federal transportation funds and state match for the two-year period. The UPWP includes \$486,000 in carry-over funds – those not utilized in the FY 14 and FY 15 UPWP. Due to state budget limitations, there is no state match provided, requiring the entire 20% match to be provided by SCRCOG. The un-utilized FY 18 federal transportation funds of approximately \$175,000 noted above will most likely be increased by at least \$150,000 in FY 19

to a total for the FY18 and FY 19 UPWP of at least \$325,000 unless anticipated match is increased. This amount would then be available to SCRCOG in the FY 22 and FY 23 UPWP. If current practice is continued, SCRCOG would be solely responsible for the 20% match. This carry-over amount is higher than we would like, as we try to carryover no more than \$200,000 to \$250,000.

An increase in dues of \$0.05 per capita for FY 19 would allow the carry-over to be reduced by approximately \$100,000 to the more manageable and desired level.

On non-transportation areas, the only sources of income are local dues and RSG. Any staff time utilized in these areas must be funded from these sources. The myriad of these issues, discussed at each meeting, are not trivial. Adequate funding is necessary to continue to address those areas and concerns to serve the region.

Given all the uncertainties noted above, it would appear that the prudent course is to hope for the best, plan for less funding, and re-visit the issue as the FY 19 budget is prepared and adopted.

The following is offered for your consideration:

For municipal budget purposes, a proposed dues increase of \$0.05 per capita is suggested. A table is attached that notes the latest population for each town, the current dues, and the proposed dues with the increase. If all favorable events occur as the FY 19 budget is developed, it is possible that the dues increase could be as low as \$0.02 per capita.

A further discussion and finalization of the dues amount will be held in February to provide guidance to staff as they prepare the FY 19 budget for consideration and adoption.

SCRCOG staff will be available at the Executive Committee meeting to answer any questions and provide any further information you may wish.

***Proposed Fiscal Year 2018-19 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 2018-19 is calling for a possible increase in the per capita rate. This proposal assumes a FY18/19 work program similar to the current year, with similar staffing. SCRCOG By-Laws prescribe the use of the most current set of Connecticut Department of Health Services' municipal population estimates (July 1, 2016). All SCRCOG dues are rounded to the nearest \$100.

Final dues are approved by resolution of the full SCRCOG in conjunction with the *FY 2018-19 Operating Budget*.

<i>Municipality</i>	<i>FY17/18 Dues</i>		<i>FY18/19 Dues</i>	
	<i>Population ⁽¹⁾</i>	<i>0.29</i>	<i>Population ⁽²⁾</i>	<i>0.34</i>
<i>Bethany</i>	5,510	1,600	5,488	1,900
<i>Branford</i>	28,145	8,200	28,028	9,500
<i>East Haven</i>	28,935	8,400	28,807	9,800
<i>Guilford</i>	22,350	6,500	22,277	7,600
<i>Hamden</i>	61,218	17,800	61,125	20,800
<i>Madison</i>	18,223	5,300	18,151	6,200
<i>Meriden</i>	59,988	17,400	59,622	20,300
<i>Milford</i>	53,592	15,500	54,054	18,400
<i>New Haven</i>	130,322	37,800	129,934	44,200
<i>North Branford</i>	14,263	4,100	14,198	4,800
<i>North Haven</i>	23,828	6,900	23,709	8,100
<i>Orange</i>	13,944	4,000	13,912	4,700
<i>Wallingford</i>	44,893	13,000	44,660	15,200
<i>West Haven</i>	54,927	15,900	54,516	18,500
<i>Woodbridge</i>	8,886	2,600	8,842	3,000
<i>Total</i>	569,024	165,000	567,323	193,000

(1) State of Connecticut, Department of Public Health, Estimated Population in Connecticut Towns As of July 1, 2015.

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