

**Regular Meeting**  
**Connecticut Metropolitan Council of Governments**  
**Thursday, January 30, 2020 at 10:00am**  
**MetroCOG Conference Room Bridgeport, Connecticut**

Name	Representing
Joseph Ganim, Mayor (Ken Flatto, Proxy)	Bridgeport
David Bindleglass, First Selectman	Easton
Brenda Kupchick, First Selectwoman	
(Jackie Bertolone, Proxy, conference call)	Fairfield
Ken Kellogg, First Selectman, Chairman	Monroe
Laura Hoydick, Mayor	Stratford
Vicki Tesoro, First Selectman	Trumbull
Matthew Fulda, Executive Director	MetroCOG
Colleen Kelleher, Finance Director	MetroCOG
Meghan Sloan, Planning Director	MetroCOG
Zach McKeown	CCM
Eileen Lopez-Cordone	UI

## Minutes

### I. Call to Order (MetroCOG Officer)

The meeting was called to order by the Chairman, First Selectman Kellogg, at 10:19 AM.

### II. Public Participation

Eileen Lopez-Cordone introduced herself and provided handouts to the board regarding energy assistance.

### III. Approval of Meeting Minutes

#### a. December 19<sup>th</sup>, 2019

A motion to approve the minutes was made by First Selectman Tesoro and seconded by Mayor Hoydick. The motion carried unanimously.

### IV. Action Items

#### a. Delegation of Authority

First Selectman Kellogg explained that policy requires the Chairman to sign the Executive Director's timesheets. However, the Delegation of Authority was never adopted by the board.

A motion to approve the resolution for Delegation of Authority was made by First Selectman Tesoro and seconded by Mayor Hoydick.

Mayor Hoydick commented that she was happy to support the resolution but expressed concern that there could be more documents that would need to be reviewed and approved by the board.

Mr. Fulda responded that this was based on an FHWA audit and had been noted in the Unified Planning Work Program. First Selectman Kellogg thought it would be helpful to have the board approve the delegation. There were no additional recommendations that needed to be considered

First Selectman Bindelglass inquired if there was a delegation listed in each separate resolution.

Mr. Fulda responded that each project required a resolution authorizing Mr. Fulda to act on behalf of the agency.

The motion carried unanimously.

#### b. Local Transportation Capital Improvement Program (LOTICIP)

Mr. Fulda explained the solicitation for projects in March 2019. Although the State does not have a bonding package, MetroCOG will submit new applications for the program..

First Selectman Kellogg noted that Judd Road should be listed as Monroe and Easton.

Mr. Fulda responded that he would make the change.

Ms. Sloan added that each project typically has a lead municipality.

A motion to adopt the resolution was made by Mayor Hoydick and seconded by First Selectman Tesoro. The motion carried unanimously.

First Selectman Kellogg thanked the board for their support.

c. MetroCOG Lease Renewal

Mr. Fulda noted that the current lease was up in 2021 and MetroCOG was in the process of discussing options. He explained the concessions and benefits that were negotiated by the broker who negotiated the original lease.

A motion to accept the renewal was made by Mayor Hoydick and seconded by First Selectman Tesoro. The motion carried unanimously.

**V. Other Business**

a. Financials

Ms. Kelleher explained that MetroCOG was on budget and a revised snapshot with projections for the year end would be provided at the next meeting.

Mr. Fulda added that the EPA grant was expiring and there was a purchase order out for most of the available funds.

First Selectman Kellogg clarified that there was a current surplus.

Mr. Fulda commented that there was a surplus, but the goal was to bring the indirect rate up from the previous audited rate.

b. Proposed Bylaw Amendment: adoption of FHWA procurement policy

Mr. Fulda explained that at the recommendation of the auditors, MetroCOG should adopt a standardized policy (which the COG already practices).

First Selectman Kellogg suggested inserting a reference to an up to date policy rather inserting the actual document.

Mr. Fulda commented that he would pose that recommendation to the auditor.

c. Comprehensive Economic Development Strategy (CEDS)

Mr. Fulda explained that MetroCOG received a grand from EDA to create a CEDS. The COG will create an advisory group and hold stakeholder meetings.

Mr. Fulda noted that the designation would allow MetroCOG to apply for more grants.

There was a brief discussion regarding the benefits of the program.

d. Connecticut Institute for Resilience & Climate Adaptation (CIRCA): Resilient CT

Mr. Fulda explained that there was federal resiliency money available to assist with outreach and data development.

First Selectman Kellogg commented that inland towns experienced a significant inland/wetland issue; community outreach was incredibly important.

e. Regional Performance Incentive Program Grant Application

First Selectmen Kellogg explained that the application had been submitted and MetroCOG was waiting for resolutions from three more towns.

f. DEMHS Fiduciary Agent Role

Mr. Fulda explained that he spoke with Bob Kenny (CT DEMHS) to get a sense of taking on the fiduciary agent role. The ultimate decision is made by Regional Emergency Planning Team 1 votes.

There was a brief discussion regarding responsibilities and who would perform the role.

g. Next Meeting Dates:

i. February 27, 2020

ii. March 26, 2020 (immediately after the meeting of the GBVMPO)

## VI. Adjourn

A motion to adjourn was made by First Selectman Tesoro and seconded by Mayor Hoydick. The meeting adjourned at 11:00am.

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First Selectman Vicki Tesoro  
MetroCOG Secretary