

**Draft Minutes
Regular Meeting
Connecticut Metropolitan Council of Governments
Thursday, June 27th, 2019 at 10:00 am
MetroCOG Conference Room Bridgeport, Connecticut**

Name	Representing
Joseph Ganim, Mayor (Ken Flatto, Proxy)	Bridgeport
Adam Dunsby, First Selectman, Secretary	Easton
Michael Tetreau, First Selectman, Chairman (Teleconference)	Fairfield
Ken Kellogg, First Selectman	Monroe
Laura Hoydick, Mayor, Vice-Chair	Stratford
Vicki Tesoro, First Selectman	Trumbull
Matthew Fulda, Executive Director	MetroCOG
Patrick Carleton, Deputy Director	MetroCOG
Devin Clarke, Regional Planner	MetroCOG
Colleen Kelleher, Deputy Finance Director	MetroCOG
Meghan Sloan, Planning Director	MetroCOG
Eileen Lopez-Cordone (Teleconference)	UI
Zach McKeown	CCM

Minutes

I. Call to Order:

First Selectman Tetreau deferred to Mayor Hoydick to run the meeting. The meeting was called to order by the vice-chairman, Mayor Hoydick, at 10:15 AM.

II. Public Participation: There was no public participation

III. Approval of Meeting Minutes:

- a. **May 23, 2019:** First Selectman Kellogg made a motion to approve the minutes. The motion was seconded by Mr. Flatto. The motion carried unanimously.

IV. Action Items:

- a. **Memorandum of Understanding/Cooperative Agreement between the Connecticut Metropolitan Council of Governments and the Naugatuck Valley Council of Governments.**

Mr. Fulda explained that, as suggested at the last GBVMPO meeting, the MOU would be approved by the board to sub allocate funding to the NVCOG.

A motion to approve the resolution was made by First Selectman Dunsby and seconded by First Selectman Flatto. The motion carried unanimously.

- b. **Budget FY2020**

Mr. Fulda noted that the main difference from the draft budget was the addition to the CTDOT audit line item and the reduction to the Regional Service Grant line item.

A motion to approve the budget for discussion was made by First Selectman Dunsby and seconded by First Selectman Tesoro.

Mr. Fulda explained that RSG funding was less than anticipated as a result of old language in the legislation. There was a brief discussion regarding possible remedies.

Mayor Hoydick encouraged Mr. Fulda to get Representative Gresko involved so as to address the disparity from different approaches.

First Selectman Dunsby inquired why there was an increase in rent.

Mr. Fulda explained that the increase was due to a built-in rent increase and a variable CAM that includes uncontrollable expenses.

The budget was approved unanimously.

c. **Subcommittee for Lease Renewal**

Mr. Fulda explained that he was meeting with the broker, Randy Vidal to discuss the lease renewal. Mayor Hoydick, as acting Chair, appointed First Selectmen Dunsby and herself to act on the subcommittee for the lease renewal.

d. **Subcommittee on Staffing**

Mr. Fulda explained that local dues may be needed to cover matching expenses. One resolution would be to hire a full-time employee who would charge 100% of his or her time directly to a grant. The BFO rate would cover operations.

First Selectman Kellogg and First Selectman Tesoro volunteered to be on the subcommittee.

V. Communications & Announcements:

a. **Regional Services Grant**

Mr. Fulda explained that a draft work plan was due by July 1. The final work plan would be approved at the July Meeting.

b. **CRCOG Purchasing Cooperative**

Mr. Fulda offered to use RSG funds to cover the costs of entering the cooperative for the six municipalities. If there was interest, he would add it to the RSG work plan.

c. **Financials**

Mr. Fulda explained that the COG was looking at a fund balance of about \$30,000.

Mr. Flatto suggested updating the actual numbers in the budget.

There was a brief discussion about the fund balance and a request by the vice-chair to identify a fund balance target in future budgets.

VI. Other Business:

a. **Executive Director Update on MetroCOG Activities:**

- i. Mr. Fulda provided a brief update on the Hazard Mitigation Plan and noted that it would need approval from one town prior to July 22.
- ii. Mr. Fulda commented that there was no update on County Equivalency and the Secretary is currently looking at it.

VII. Meeting Dates:

First Selectman Kellogg noted that he would be unavailable to attend the July meeting.

VIII. Adjourn

A motion to adjourn was made by First Selectman Kellogg and seconded by First Selectman Tesoro. The meeting was adjourned at 10:58.



First Selectman Adam Dunsby
MetroCOG Secretary