

WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, November 20, 2012

Council Chambers, Wolcott Town Hall

7:30 p.m.

Page 1 of 5

MINUTES

Note: These are summary minutes; a tape recording of this meeting is on file in Commission Secretary's Office in Wolcott Town Hall.

Chairman Valletta called the meeting to order at 7:30 p.m. with the Pledge of Allegiance, and attendance was taken.

MEMBERS PRESENT: Chairman David Valletta, Vice-Chairman Gale Lanza Mastrofrancesco, James Pape, Jeffrey Slavin, Rachel Wisler, Francis Masi, Charles Marsella, Donald Charette Sr., and Roger Picard

MEMBERS ABSENT: None

ALSO PRESENT: Mayor Thomas G. Dunn; Linda Bruce, Municipal Finance Officer; Town Attorney Brian Tynan; Police Chief Edward Stephens; Attorney Thomas Gerarde, Howd & Ludorf, LLC (A @ 7:55); et al.

APPROVAL OF MINUTES:

▪ Regular Meeting – October 16, 2012

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **approve** the minutes of the Regular Meeting held on October 16, 2012, with one abstention from Roger Picard.

TAXPAYERS' TIME: (Limited to Items on the Agenda)

No taxpayers came forward.

CORRESPONDENCE (on file):

- 1. Notice to Town Clerk dated October 17th regarding Town Council meeting cancellation on November 6th**
- 2. Proposed Resolution (#358) from the State of CT Department of Transportation for Wheelchair Accessible Motor Vehicle (Senior Bus)**
{Letter from State of CT attached}
- 3. Proposed Resolution of Endorsement (#359) for Regional Incentive Program Applications: GIS Upgrade and Regional Economic Strategic Plan**
(Memo dated November 14th from the Council of Governments and Proposals for GIS Upgrade & Regional Economic Strategic Plan attached)

WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, November 20, 2012

Council Chambers, Wolcott Town Hall

7:30 p.m.

Page 2 of 5

MINUTES

4. **Copy of letter from Mayor Dunn dated November 14th to all Department Heads and Commission Chairpersons regarding the 2013-2014 Budget Development due by December 27th**
5. **Board of Education Year to Date Budget Report dated 10-31-12**
6. **Town of Wolcott Expenditure Report, Revenue Report, & Trial Balance, for month ending 10-31-12**

MAYOR'S REPORT:

Mayor Dunn came forward and reported the following:

- They had a successful audit once again; Linda Bruce will give them more information
- The budget letters for FY 2013-2014 have gone out to all departments; they will be working on the Town's budget and they will have to watch what goes on with the State budget closely
- Regarding Hurricane Sandy, there was very good cooperation between emergency responders and public works; they all met ahead of time with respect to preparations and emergency plans; fortunately the Town did not get hit with anything major
- He met with the State DOT today; they are still discussing the state property on Route 69 where the state garage is with respect to regionalization and possibly being able to utilize some of that property; he will keep the Council updated on this item
- Road paving project continues; he will give the Council a full update when they're done for this year; they did lose a week due to the storm
- A Veteran's Day Celebration was held on the Town Green this past Sunday; it was very well attended; also, he had the opportunity to see the kids at Tyrrell Middle School celebrate the veterans; he noted that the Town should be very proud

Mr. Masi referenced the dead end that was created with a chain at Stanley Street and Long Swamp Road and indicated that he has been told by numerous people that it is a very dangerous situation. Brief discussion followed regarding the signs that are there, and why it was done. There was also discussion about possibly moving the chain closer to Long Swamp Road. Mr. Pape commented that people have approached him about the sign that is hanging from the chain and the cones; it doesn't look very nice. Mayor Dunn stated that he will look into the matter.

WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, November 20, 2012

Council Chambers, Wolcott Town Hall

7:30 p.m.

Page 3 of 5

MINUTES

Mr. Pape commented that he asked the Mayor for help with the Wolcott food pantry and would like to thank the Mayor for sending the Town Crew to the CT Food Bank in Waterbury. They needed to pick up 90 turkeys to bring back to Wolcott which would have been very difficult for them. The Town Crew picked them up and also worked very hard with the volunteers to set everything up. It was very successful and many families were taken care of. Mr. Slavin inquired if there has been a large request for assistance with heating oil this year for people who are in need. Mayor Dunn replied that there has been; all of the appointments and applications are handled through the Municipal Agent's Office. He just hopes that the funds available through the State will be enough.

FINANCE OFFICER'S REPORT/TRANSFERS:

Linda Bruce came forward and reported the following:

- They are at the end of the audit process for FY 2011-2012
- Blum, Shapiro would like to present the audited financial statements at the December 18th Town Council meeting
- They are finalizing the Management Discussion & Analysis Report as well reviewing the draft financials
- The financial institutions were slow in responding to balance confirmations this year and required multiple requests; without those confirmations, the audit cannot be finalized; that did hold it up a little bit
- The FY 2013-2014 budget worksheets were distributed on November 14th with a return date of no later than December 27th
- They have already started gathering the required information for FEMA; they will be sending a representative to one of the FEMA informational meetings scheduled for this Monday & Tuesday
- They are pretty well organized as far as FEMA is concerned; she is not expecting any issues with their information
- There are no transfers for approval

SUB-COMMITTEE AND LIAISON REPORTS:

BOARD OF EDUCATION: Vice-Chairman Mastrofrancesco reported that the Board of Education was recognized by CAFE with a leadership award this past Friday as one of the 22 districts in the State recognized by its work. In addition, the Board of Education won four communication awards from CAFE for their outreach to the community. Also, the Board of Education contracted with a new technology company for services and they saved about \$140,000. They also redesigned their website which is www.wolcottps.org; they did a great job and there is a lot of information on the website.

WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, November 20, 2012

Council Chambers, Wolcott Town Hall

7:30 p.m.

Page 4 of 5

MINUTES

SUB-COMMITTEE FOR THE WALKING TRAIL: Mr. Charette reported that the survey work has started for the project.

FIRE DEPARTMENT: Mr. Marsella reported that the new rescue truck has been delivered to Co. 3 and was put in service. The new tanker will be here the beginning of next week. Mr. Marsella advised that he would like to have them in the parking lot at the Town Hall at 7:00 p.m. before their next meeting, weather permitting, so that everyone can see the new vehicles.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

1. **Resolution: State of Connecticut Department of Transportation-Grant Program for Purchase of Wheelchair Accessible Motor Vehicle (Senior Bus)**

Upon **MOTION** by Gale Mastrofrancesco, seconded by Roger Picard, it was unanimously voted to **adopt** the following resolution: BE IT RESOLVED that the Town Council authorizes the Hon. Thomas G. Dunn, Mayor, to sign and execute Agreements and Contracts, along with all necessary Agreement/Contract documents, on behalf of the Town of Wolcott with the Department of Transportation of the State of Connecticut (**see attached**).

2. **Resolution of Endorsement: Regional Incentive Program Applications: GIS Upgrade & Regional Economic Strategic Plan**

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **adopt** the following resolution: Resolution of Endorsement (2 Proposals); Regional GIS Data Development and WebGIS Enhancement & Regional Economic Strategic Plan; The Town Council of the Town of Wolcott endorses the Regional Performance Incentive Program proposals referenced in Section 5 of Public Act 11-61 (An Act Concerning Responsible Growth). Such proposal is attached to and made a part of this record (**see attached**).

ITEMS FOR NEXT AGENDA:

Chairman Valletta advised that if anyone has any items to please contact himself or the Secretary.

TAXPAYERS' TIME:

WOLCOTT TOWN COUNCIL

Regular Meeting

Tuesday, November 20, 2012

Council Chambers, Wolcott Town Hall

7:30 p.m.

Page 5 of 5

MINUTES

No taxpayers came forward.

Upon **MOTION** by Gale Mastrofrancesco, seconded by Rachel Wisler, it was unanimously voted to **add** the following item to Executive Session: 'Pending Litigation Matters'.

EXECUTIVE SESSION:

Upon **MOTION** by Roger Picard, seconded by Gale Mastrofrancesco, it was unanimously voted to take a five minute recess at 7:52 p.m. and **enter** into Executive Session for the purpose of discussing the following: 1. Pending Litigation Matters, 2. Personnel Matters, & 3. Contractual Matters, inviting Mayor Dunn, Town Attorney Brian Tynan, Police Chief Stephens, and Attorney Thomas Gerarde (Attorney Gerarde exited Executive Session at 8:26 p.m. & Police Chief Stephens exited Executive Session at 8:48 p.m.)

Chairman Valletta called the regular session back to order at 8:59 p.m.

- **Pending Litigation Matters**

Upon **MOTION** by Charles Marsella, seconded by Rachel Wisler it was unanimously voted to **consent to settlement** reached by C.I.R.M.A. in the matter of Tracy Longo vs. Bryan Spiotti.

ADJOURNMENT:

Upon **MOTION** by Roger Picard, seconded by Donald Charette, it was unanimously voted to **adjourn** the meeting at 9:00 p.m.

APPROVED:

Elizabeth Gaudiosi, Secretary
WOLCOTT TOWN COUNCIL

David Valletta, Chairman
WOLCOTT TOWN COUNCIL

358

RESOLUTION

STATE OF CONNECTICUT)

SS: Town of Wolcott

Town Clerks Office

COUNTY OF NEW HAVEN)

BE IT RESOLVED that I, Dolores C. Slater, the Town Clerk, of the Town of Wolcott, hereby certifies that the following is a full and true copy of the Resolution adopted at a meeting of the Town Council of the Town of Wolcott, a municipality organized under the laws of the State of Connecticut, duly held on the 20th day of November 2012.

BE IT RESOLVED that the Town Council authorizes the Hon. Thomas G. Dunn, Mayor, to sign and execute Agreements and Contracts, along with all necessary Agreement/Contract documents, on behalf of the Town of Wolcott with the Department of Transportation of the State of Connecticut.

Also, I do further certify that the above noted Resolution has not been in any way altered, amended or repealed, and is now in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the municipal seal of said municipality this 21st day of November, 2012.

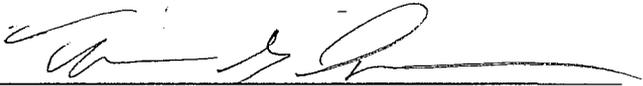
TOWN OF WOLCOTT, CONNECTICUT
OFFICE OF THE TOWN CLERK



Dolores C. Slater, Town Clerk

INCUMBENCY CERTIFICATE

The undersigned, Dolores C. Slater, Town Clerk, being the duly appointed and incumbent Certifying Official of the Town of Wolcott, does hereby certify that at all times since the 10th Day of November, 2003, that Hon. Thomas G. Dunn, Mayor, has been the duly elected and incumbent for the Town of Wolcott, and continues to have the authority to sign and execute all Agreements/Contracts and all pertaining Agreement/Contract documents and forms. A true and correct specimen, of his signature, is set forth in the space below:

Signature: 
HON. THOMAS G. DUNN

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Wolcott on this 21st day of November, 2012.

TOWN OF WOLCOTT, CONNECTICUT
OFFICE OF THE TOWN CLERK


Dolores C. Slater, Town Clerk

359

Resolution of Endorsement (2 Proposals)

- *Regional GIS Data Development and WebGIS Enhancement*
- *Regional Economic Strategic Plan*

(To be completed by the City or Town Clerk)

The Legislative Body* of the Town/City of _____ Wolcott _____

met on ___ November 20, 2012 _____ and adopted a resolution by the vote of

___ 9 ___ to ___ 0 ___ which endorsed the **Regional Performance Incentive Program** proposals referenced in Section 5 of Public Act 11-61 (An Act Concerning Responsible Growth). Such proposal is attached to and made a part of this record.

Attested to by:

Name: Dolores C. Slate

Title: Wolcott Town Clerk
(City/Town Clerk)

Date: November 21, 2012

*NOTE: For the purposes of the **Regional Performance Incentive Program**, "legislative body" means the board of selectmen, town council, city council, board of alderman, board of directors, board of representatives or board of the mayor and burgesses of a municipality.

Regional Performance Incentive Program

Pursuant to Public Act 11-61, Section 5



Form RPI-2
Rev. 10/2011

Proposal for COGCNV Regional GIS Data Development and Web GIS Enhancement to be filed with the Secretary of the Office of Policy and Management

Submit to: Office of Policy and Management,
450 Capitol Ave. MS #54 SLP
Hartford, CT 06108-1379,
Att: RPI Program

Attach additional pages if necessary; identify project and related proposal element at the top of page.

| | |
|---|---|
| Applicant Entity (RPOs, Two or more Municipalities, and/or Economic Development Districts): | |
| Name | Council of Government of the Central Naugatuck Valley |
| Address | 60 North Main Street, 3 rd Floor |
| City/State/Zip | Waterbury CT 06702 |
| Contact Person(s): | |
| Name | Peter Dorpalen |
| Title | Executive Director |
| Telephone | 203.757.0535 |
| Fax | 203.756.7688 |
| E-mail | pdorpalen@cogcnv.org |
| Amount of Regional Performance Incentive Funding Requested: \$ 1,274,617 | |
| Short Descriptive Title of Project: COGCNV Regional GIS Data Development and Web GIS Enhancement | |
| REQUIRED PROPOSAL ELEMENTS Items (1) through (15): | |
| <p>(1.) Proposed Shared Service(s) or related Study: Describe at least one service currently provided by a participating municipality or municipalities or study of the provision of such service, which is not currently provided on a regional basis, for which this proposal is being submitted (attach additional pages as necessary):</p> <p>The proposed project will result in the following region-wide GIS Data Products and Services:</p> <ul style="list-style-type: none"> • GIS Data <ul style="list-style-type: none"> ○ High-resolution, color, leaf-off digital orthophotography ○ Base planimetric data using orthophotography ○ Topographic data in the form of elevation data and contour lines (2-foot) developed using LIDAR (Light Detection And Ranging, an optical remote sensing technology) or other sources. ○ Data development for Public Works/Public Safety ○ Digital parcel standardization and update for assessors and other municipal functions | |

- GIS Services
 - Regional GIS Website Enhancement and mobile device compatible version
 - Regional GIS Website Hosting for five years
 - Automated update tools for assessment data for each municipality (allowing for data refresh via internet)

(2.) Describe the need for such service (attach additional pages as necessary):

High-resolution orthophotography is the base for most GIS applications and data development. The savings due to economies of scale for aerial photography are substantial. An accurate and standardized digital parcel layer is the next essential GIS data component. Digital parcel data exist for all the municipalities in the CNV region, but the quality varies, and substantial overlaps occur between neighbouring towns. There are currently no region-wide topographic or base planimetric data sets. This data is necessary for a variety of planning and analysis purposes.

Municipalities use Topographic (contours) data for:

- Land use Planning
- Engineering base mapping for preliminary design and site inspection
- Utilities construction planning and preliminary design
- Pavement and sidewalk replacement programs
- Economic Development
- Wetlands enforcement
- FEMA mapping review, LOMA and LOMR (Letter of Map Amendment/Revision) applications
- Modeling water flow or mass movement (for example avalanches and landslides)
- Creation of relief maps

Municipalities use Planimetric Data for:

- Engineering base mapping for preliminary designs
- Sidewalk and pavement reconstruction/replacement programs
- Emergency dispatch operations
- Police, Fire, and EMS mobile and web applications
- Sanitary and sewer drainage mapping
- Address point mapping
- Building permit processing
- Planning, zoning enforcement, and economic development projects
- School redistricting
- School bus route and stop mapping
- Property assessment and tax mapping

Additional data development in support of public works and public safety will provide the necessary information for these departments to carry out their duties with more efficiency.

The present regional GIS website set up by COGCNV to access parcel data is outdated and relies on participating municipalities for funding. Access to the website using mobile devices would help users who need information when they are out in the field. Many of the CNVR

municipalities use the website and data as their sole source of GIS technology. Several municipalities have opted out because they do not have the funding to sustain the website.

(3.) Describe the method of delivering such service on a regional basis and the organization responsible for delivering such regional service or study:

COGCNV will act as a purchasing agent on behalf of the region's municipalities. A GIS User Group comprised of COGCNV and member municipal staff will be set up to provide technical guidance towards the procurement of the GIS data and services. The orthophotography, standardized parcels, public works/public safety, topographic and planimetric data sets will be delivered by COGCNV on external hard disks. These data sets would also be hosted on the Regional GIS website and possibly on the CT Eco site. The regional web application will be developed, enhanced and maintained by a consultant with data formatting help from COGCNV staff. COGCNV will provide assistance to municipalities on the use of the new data and services.

(4.) Describe the population that will be served:

The population served would be all thirteen Central Naugatuck Valley Region municipalities with a combined population of 287,768. GIS data is widely used by municipalities for property assessment, public works, conservation, planning, police and fire, and other municipal functions. Data acquired through this initiative would be freely available to the public and accessible through the Regional GIS website.

(5) Describe the manner in which regional service delivery will achieve economies of scale:

Compiling a regional parcel data set and hosting of one Web GIS is significantly less expensive than the total cost of individual municipal projects. Having the data hosted at one site also facilitate planning across town borders. Economies of scale are realized by one batch processing of the data for the entire region instead of 13 individual municipalities. The bargaining leverage of a very large aerial project vs. a single town would also be substantial. Municipalities should also realize some cost savings from sharing procurement and project management tasks. Details and savings per participating municipality are shown in Attachment C

(6.) Provide the amount by which participating municipalities will reduce their mill rate as a result of the savings realized (*Exclude grant funds from calculations.*):

| Municipality | Savings | Mill Rate Reduction |
|--------------|-----------|---------------------|
| Beacon Falls | \$56,955 | 0.142 |
| Bethlehem | \$28,772 | 0.070 |
| Cheshire | \$96,818 | 0.036 |
| Middlebury | \$52,219 | 0.058 |
| Naugatuck | \$48,218 | 0.026 |
| Oxford | \$96,759 | 0.086 |
| Prospect | \$42,128 | 0.058 |
| Southbury | \$114,910 | 0.045 |
| Thomaston | \$35,332 | 0.072 |
| Waterbury | \$84,050 | 0.017 |
| Watertown | \$85,756 | 0.049 |
| Wolcott | \$60,103 | 0.049 |
| Woodbury | \$107,291 | 0.095 |

See Attachment D for more details.

(7.) Provide a cost benefit analysis for the provision of the service by each participating municipality and by the entity submitting the proposal:

The primary benefit to municipalities is the cost savings resulting from the economies of scale of acquiring and processing data for a larger geographical area. The savings realized through regionalization would be approximately 40%. Municipalities would accrue additional benefits from having more accurate, current, and accessible geographic information, though those benefits are harder to measure. Please see Attachment C

(8.) Describe a plan of implementation for the delivery of the service on a regional basis (NOTE: *The estimated time line and length of time to implement the proposal*):

The time to implement the entire project will be approximately 16 months. Implementing this regional service involves four main tasks:

Background Research

COGCNV would identify products, methods, and services that best meet the needs of member municipalities. Data standards and selection criteria would be established.

Estimated Time: 2 month

Competitive procurement process:

COGCNV would develop a scope of work and request for proposals (RFP). After reviewing proposals COGCNV would negotiate a vendor agreement based on the standards and criteria described in the RFP.

Estimated Time: 4 months

Data Collection/Development

Data development for Public Works/Public Safety

Parcel data update and standardization

Identify municipal needs for Regional Web GIS

Orthophotography flight and possibly LIDAR (for elevation data if best method)

Estimated Time: 7 month

Implementation

Reprogram and enhance Regional Web GIS
Creation of Planimetric data
Creation of Contours from elevation data
Set up automated update tool for assessor data for each municipality
QA/QC of deliverables and testing of website function
Distribution of data
Estimated Time: 9 months

A detailed timeline is attached to this proposal – Attachment E

(9.) Provide a list of potential legal obstacles to the regional provision of the service and how these obstacles will be resolved:

No legal obstacles are foreseen.

(10.) Describe how the proposed service will be sustained once it is established and all grant funding has been expended:

There are no continuing costs to the data products described in this proposal. For future updates, having all thirteen municipalities on the same update schedule would allow for greater cost savings than could be realized from having only one or two municipalities participate. A GIS User Group will be established to develop policies that can be implemented to foster the success and growth of the regional GIS program. This multi-purpose GIS data will enhance the ability of municipalities to plan for future growth and maintain current service levels through improved assessment, planning, and operational abilities.

(11.) Provide a list of other public or private funding potentially leveraged by the project proposed herein.

None known.

(12.) Percent of municipalities in the applicant organization participating in the proposed regional service project: 100% (13/13).

(13.) Attach hereto a resolution by the legislative body of each municipality affected by the proposal, endorsing such proposal.

(14.) Attach the following material:

1. A site location map of the project location, see Attachment A
2. A proposed Project Schedule see Attachment E
3. Project cost estimates supporting the request for funding. See Attachment B
4. A list of all necessary local/state/federal permits and approvals required for the project.

(15.) Has a copy of the proposal been sent to legislators representing the participating municipalities? Yes No

If YES, please attach copies of cover letters.

(16.) Certification by the CEO of the Applicant Organization(s):

I do hereby certify that the information contained herein is true and accurate to the best of my knowledge.

Signature:

Name: Peter Dorpalen

Title: Executive Director

Date: December 27, 2012

(Please use following certification if more than one RPO is participating.)

(16.) Certification by the CEO of the Applicant Organization(s):

I do hereby certify that the information contained herein is true and accurate to the best of my knowledge.

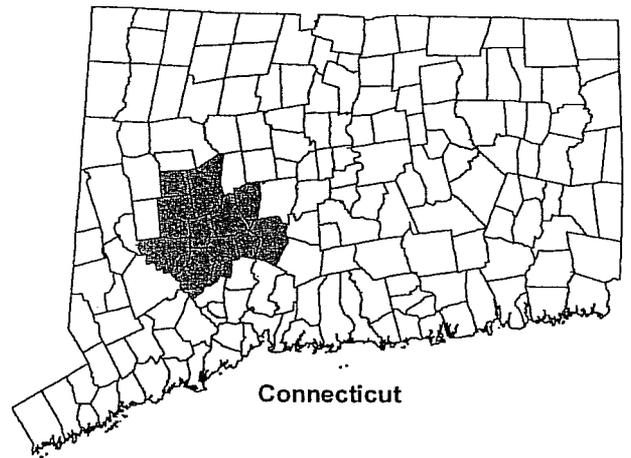
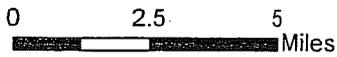
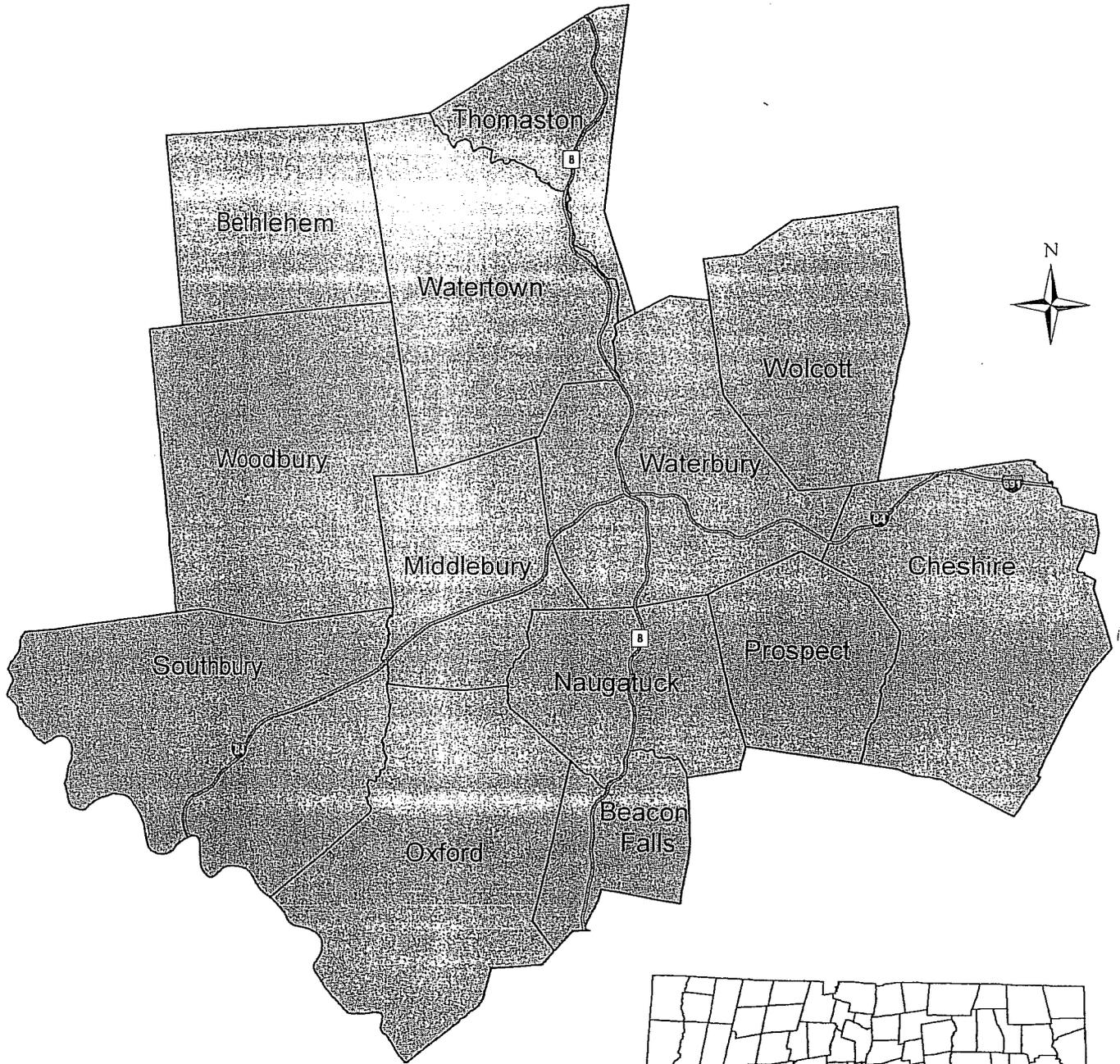
Signature:

Name:

Title:

Date:

Attachment A
Site Map - GIS Data Service Area, Central Naugatuck Valley Region



Attachment B - GIS Data and Services Cost Estimate Summary

| Summary Items | Total Cost as Region |
|---|----------------------|
| GIS Data | \$856,915 |
| Website Update and Enhancement | \$279,100 |
| 10% Contingency | \$1,136,015 |
| Staff Time - RFP management, project coordination and reporting (includes salary, benefits, and overhead) | \$113,602 |
| Total | \$25,000 |
| | \$1,274,617 |

* An additional savings of \$10,000 would be realized if the CNV region is flown with the Central Connecticut RPA. They have submitted a separate RPIP proposal for orthophotography.

| Detailed Items | Unit Cost Separately | | Total Cost Separately | Unit Cost as Region | | Total Cost as Region | Cost Savings |
|---|-----------------------|--------------------|-----------------------|-----------------------|--------------------|----------------------|--------------|
| | | | | | | | |
| Orthophotography* | \$749/sq. mile | \$231,500 | | \$386/sq. mile | \$119,250 | \$112,250 | |
| Planimetrics | \$781/ sq. mile | \$241,329 | | \$553/sq. mile | \$170,877 | \$70,452 | |
| 2 foot Contours | \$758/sq. mile | \$234,222 | | \$507 sq/mile | \$156,663 | \$77,559 | |
| Data development (Public safety/ public works) shelter, hydrants, cistern, etc. | \$3.0/parcel | \$286,000 | | \$2.5/parcel | \$240,000 | \$46,000 | |
| Parcel Standardization | \$1.50/parcel | \$142,988 | | \$1.00/parcel | \$95,325 | \$47,663 | |
| Parcel Updates | \$35.00/parcel | \$76,086 | | \$23.00/parcel | \$50,000 | \$26,086 | |
| ArcGIS online 5 yr subscription | \$12,500/municipality | \$162,500 | | \$12,500/municipality | \$12,500 | \$150,000 | |
| ArcGIS Desktop License (ArcEditor)5-yr | \$12,300/municipality | \$159,900 | | \$12,300/municipality | \$12,300 | \$147,600 | |
| Website Update and Enhancement | \$2,500/municipality | \$32,500 | | \$2,000/municipality | \$26,000 | \$6,500 | |
| Website mobile version | \$2,500/municipality | \$32,500 | | \$770/municipality | \$10,000 | \$22,500 | |
| Website Hosting - 5 years | \$20,000/municipality | \$260,000 | | \$17,500/municipality | \$227,500 | \$32,500 | |
| Automated update tool for assessment | \$1,500/municipality | \$19,500 | | \$1,200/municipality | \$15,600 | \$3,900 | |
| 10% Contingency | | \$1,879,025 | | | \$1,136,015 | \$743,010 | |
| Staff Time - RFP management, project coordination and reporting (includes salary, benefits, and overhead) | | \$187,902 | | | \$113,602 | \$74,301 | |
| Total | | \$117,000 | | | \$25,000 | \$92,000 | |
| Total Cost per square mile | | \$2,183,927 | | | \$1,274,617 | \$909,310 | |
| | | \$7,065.67 | | | \$4,123.77 | \$2,942 | |

Attachment C - Cost Benefit Analysis

| Municipality | Area (sq. mi) | Cost Separately | Cost as Region | Cost Savings |
|---------------|---------------|--------------------|--------------------|------------------|
| Bethlehem | 19.36 | \$136,791 | \$79,836 | \$56,955 |
| Beacon Falls | 9.78 | \$69,102 | \$40,330 | \$28,772 |
| Cheshire | 32.91 | \$232,531 | \$135,713 | \$96,818 |
| Middlebury | 17.75 | \$125,416 | \$73,197 | \$52,219 |
| Naugatuck | 16.39 | \$115,806 | \$67,589 | \$48,218 |
| Oxford | 32.89 | \$232,390 | \$135,631 | \$96,759 |
| Prospect | 14.32 | \$101,180 | \$59,052 | \$42,128 |
| Southbury | 39.06 | \$275,985 | \$161,075 | \$114,910 |
| Thomaston | 12.01 | \$84,859 | \$49,526 | \$35,332 |
| Waterbury | 28.57 | \$201,866 | \$117,816 | \$84,050 |
| Watertown | 29.15 | \$205,964 | \$120,208 | \$85,756 |
| Wolcott | 20.43 | \$144,352 | \$84,249 | \$60,103 |
| Woodbury | 36.47 | \$257,685 | \$150,394 | \$107,291 |
| Totals | 309.09 | \$2,183,927 | \$1,274,617 | \$909,310 |

cost/sq. mi

\$7,065.67

\$4,123.77

Attachment D - Estimated Municipal Mill Rate Reduction

| Municipality | Total Taxes Collected | Municipal Savings | Savings as Pct of Taxes | Existing Mill | | Reduced Mill | | Mill Rate Reduction | |
|--------------|-----------------------|-------------------|-------------------------|---------------|-------|--------------|------|---------------------|-----------|
| | | | | Rate | Rate | Rate | Rate | Reduction | Reduction |
| Bethlehem | \$12,430,242 | \$ 56,955 | 0.5% | 31.10 | 30.96 | 0.142 | | | |
| Beacon Falls | \$8,463,300 | \$ 28,772 | 0.3% | 20.50 | 20.43 | 0.070 | | | |
| Cheshire | \$73,066,750 | \$ 96,818 | 0.1% | 27.23 | 27.19 | 0.036 | | | |
| Middlebury | \$25,180,638 | \$ 52,219 | 0.2% | 28.07 | 28.01 | 0.058 | | | |
| Naugatuck | \$62,683,722 | \$ 48,218 | 0.1% | 33.55 | 33.52 | 0.026 | | | |
| Oxford | \$27,169,062 | \$ 96,759 | 0.4% | 24.10 | 24.01 | 0.086 | | | |
| Prospect | \$20,098,631 | \$ 42,128 | 0.2% | 27.58 | 27.52 | 0.058 | | | |
| Southbury | \$53,950,215 | \$ 114,910 | 0.2% | 21.20 | 21.15 | 0.045 | | | |
| Thomaston | \$16,140,497 | \$ 35,332 | 0.2% | 32.83 | 32.76 | 0.072 | | | |
| Waterbury | \$207,079,000 | \$ 84,050 | 0.0% | 41.818 | 41.80 | 0.017 | | | |
| Watertown | \$42,722,953 | \$ 85,756 | 0.2% | 24.23 | 24.18 | 0.049 | | | |
| Wolcott | \$31,066,040 | \$ 60,103 | 0.2% | 25.27 | 25.22 | 0.049 | | | |
| Woodbury | \$25,439,197 | \$ 107,291 | 0.4% | 22.58 | 22.48 | 0.095 | | | |

Source: 2010 Tax and 2010 mill rate data from OPM website. Municipal savings from cost-benefit analysis

Regional Performance Incentive Program
Pursuant to Public Act 11-61, Section 5



Form RPI-2
 Rev.08/2012

***Proposal for COGCNV Regional Economic Strategic Plan
 to be filed with the Secretary of the Office of Policy and Management***

Submit to: Office of Policy and Management,
 450 Capitol Ave. MS #54 SLP
 Hartford, CT 06108-1379,
 Att: RPI Program

Attach additional pages if necessary; identify project and related proposal element at the top of page.

| | |
|--|--|
| Applicant Entity (RPOs, Two or more Municipalities, and/or Economic Development Districts): | |
| Name | Council of Governments of the Central Naugatuck Valley |
| Address | 60 North Main Street, 3 rd Floor |
| City/State/Zip | Waterbury, CT 06702 |
| Contact Person(s): | |
| Name | Peter Dorpalen |
| Title | Executive Director |
| Telephone | 203 757-0535 |
| Fax | 203 756-7688 |
| E-mail | pdorpalen@cogcnv.org |
| Amount of Regional Performance Incentive Funding Requested: \$130,000 | |
| Short Descriptive Title of Project: Regional Economic Strategic Plan | |
| REQUIRED PROPOSAL ELEMENTS Items (1) through (15): | |
| <p>(1.) Proposed Shared Service(s) or related Study: Describe at least one service currently provided by a participating municipality or municipalities or study of the provision of such service, which is not currently provided on a regional basis, for which this proposal is being submitted (attach additional pages as necessary):</p> <p>Only one municipality in the region has recently completed a municipal economic development plan or assessment. Several others have plans or assessments that are now very dated. COGCNV's 1998 widely-accepted regional economic plan is also very outdated.</p> | |

(2.) Describe the need for such service (attach additional pages as necessary):

The last economic strategic plan, the widely respected Mount Auburn plan, was completed in 1998. Since that time, economic globalization and the internet have dramatically altered the economic landscape. An updated analysis of the regional economy, including driver industries, and a reassessment of suitable strategies, is needed. The only other regional economic plan, prepared for the Naugatuck Valley CEDS, does not evaluate economic sectors to predict driver industries nor does it offer specific strategies to move the region's economy forward with implemented by municipalities, economic development organizations, educational institutions, and job development and job training programs.

(3.) Describe the method of delivering such service on a regional basis and the organization responsible for delivering such regional service or study:

An updated analysis of the regional economy, including driver industries, and a reassessment of suitable strategies, is needed:

Proposed Content of the Regional Economic Strategic Plan

- Assessment of the economy
 - Economic trends affecting businesses and employment
 - Characteristics of the labor force including skill, unemployment, and barriers to employment
 - Business survey to assess future plans, perceptions, concerns, and needs
 - Interviews with business groups, economic development organizations, and municipalities
- Available economic resources and issues
 - Availability of land and sites
 - Brownfields other environmental issues, land use regulations
 - Infrastructure (transportation, sewer and water utilities, communications)
 - Labor force – occupations, skills, job-readiness, education, language barriers, literacy
 - Education and training
 - Capital resources to finance business
 - State, regional, and municipal organizations that assist and fund economic development projects
 - Driver industries
- Recommended Strategies
 - Identified target industries
 - Strategies to encourage local economic development
 - Strategies to reduce barriers to employment
 - Recommendations to strengthen coordination among public and private groups engaged in economic development, training, and workforce development
 - Recommendations to improve economic development organizational capacity.

An advisory study committee with municipal economic development officials and representatives of business and industry groups, education and training programs, and

workforce organizations, realtors, and banking would be formed for consultant selection and assisting in the direction of the study.

(4.) Describe the population that will be served (we are not looking for population numbers, but rather whether a project serves an entire region(s), applicant towns, or any particular segment of the population such as “disabled residents dependent upon public transportation” or “residents in need of ‘affordable housing’”, etc.):

The study will cover the entire region: thirteen municipalities. As with the previous plan, the document should have wide applicability: municipal officials, economic development commissions and corporations, realtors, financial institutions, business organizations, economic development consultants, and existing and prospective businesses.

(5) Describe the manner in which regional service delivery will achieve economies of scale:

Rather than thirteen individual studies, each administered by a municipality, the study will provide the towns with a plan that each can use for its own economic development initiatives. The one downside is the likelihood that the plan cannot address individual issues. But by conducting a consolidated study, the towns will be able to get a far more comprehensive study of the regional economy and strategies to avail themselves of future economic strengths and opportunities.

(6.) Provide the amount by which participating municipalities will reduce their mill rate as a result of the savings realized (*Exclude grant funds from calculations.*):

| Municipality | Savings | Mill Rate Reduction |
|--------------|----------|---------------------|
| Beacon Falls | \$32,920 | 0.08 |
| Bethlehem | \$32,920 | 0.08 |
| Cheshire | \$37,035 | 0.01 |
| Middlebury | \$37,035 | 0.04 |
| Naugatuck | \$37,035 | 0.02 |
| Oxford | \$32,920 | 0.03 |
| Prospect | \$32,920 | 0.05 |
| Southbury | \$37,035 | 0.01 |
| Thomaston | \$32,920 | 0.07 |
| Waterbury | \$49,381 | 0.01 |
| Watertown | \$37,035 | 0.02 |
| Wolcott | \$32,920 | 0.03 |
| Woodbury | \$32,920 | 0.03 |

(7.) Provide a cost benefit analysis for the provision of the service by each participating municipality and by the entity submitting the proposal:

The cost savings come from individual municipalities not having to each pay for its own economic strategic plan and the cost of municipal staff to administer and assist with the plan. But beyond the financial, the benefit of a regional plan lies with the fact that a regional approach is a better level for assess an area's economy because of the interdependencies among municipalities. The downside is the loss of some detail on individual town issues and needs.

(8.) Describe a plan of implementation for the delivery of the service on a regional basis (NOTE: *The estimated time line and length of time to implement the proposal*):

Establish an advisory committee (0.5 months)

Conduct RFP process to select consultant (2 - 3 months)

Complete and execute study agreement (1 – 2 months)

Conduct study (6-8 months), including public meetings and review, approval of plan

Distribute the plan document to municipal officials and private sector business groups (1 month)

(9.) Provide a list of potential legal obstacles to the regional provision of the service and how these obstacles will be resolved:

No legal obstacles are anticipated.

(10.) Describe how the proposed service will be sustained once it is established and all grant funding has been expended:

The study will be a resource for the region, its municipalities, business groups, training programs, realtors, and banks for at least another 4 to five years. It will benefit towns through economic development strategies geared to identified target economic sectors.

(11.) Provide a list of other public or private funding potentially leveraged by the project proposed herein.

| Grantor | Amount of Funding | Purpose |
|---------|-------------------|---------|
| | | |

(12.) Percent of municipalities in the applicant organization participating in the proposed regional service project: 100% (13 / 13).

| |
|---|
| (13.) Attach hereto a <u>resolution by the legislative body of each municipality</u> affected by the proposal, endorsing such proposal. |
| (14.) Attach the following material: |
| 1. A site location map of the <u>project location</u> , (<i>not</i> the region or EDD), if applicable: Not applicable |
| 2. A proposed Project Schedule (See item 8 for schedule) |
| 3. Project cost estimates supporting the request for funding. |
| 4. A list of all necessary local/state/federal permits and approvals required for the project. None |
| (15.) Has a copy of the proposal been sent to legislators representing the participating municipalities? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| If YES, please attach copies of cover letters. |
| (16.) <u>Certification by the CEO of the Applicant Organization(s):</u> |
| <i>I do hereby certify that the information contained herein is true and accurate to the best of my knowledge.</i> |
| Signature: |
| Name: |
| Title: |
| Date: |

Estimated Budget
Regional Economic Strategic Plan

Revised 11/8/2012

| | Hours | Hourly Rate | Cost |
|----------------------------|-------|----------------|-----------|
| Staff | | | |
| Executive Director | 84.0 | \$52.61 | \$4,419 |
| GIS Coordinator | 10.5 | \$52.61 | \$552 |
| Regional Planner | 49.0 | \$23.63 | \$1,158 |
| Admin Assistant | 24.5 | \$21.29 | \$522 |
| Total | | | \$6,651 |
| Direct Costs (travel, etc) | | | \$200 |
| Indirect Costs | | | \$8,779 |
| Total COGCNV Cost | | | \$22,281 |
| Consultant Costs | | | \$100,000 |
| Contingencies | | | \$6,114 |
| Total | | | \$128,395 |