



NECCOG

Northeastern Connecticut Council of Governments

Ashford - Brooklyn - Canterbury - Chaplin - Eastford - Hampton - Killingly - Plainfield -
Pomfret - Putnam - Scotland - Sterling - Thompson - Union - Voluntown - Woodstock

Results through Regionalism

Special Meeting

August 17, 2023



NECCOG

Ashford - Brooklyn - Canterbury - Chaplin - Eastford - Hampton - Killingly - Plainfield
Pomfret - Putnam - Scotland - Sterling - Thompson - Union - Voluntown - Woodstock
Results through Regionalism

Special Meeting

August 17, 2023

9:00 am

Location:

ZOOM Link

Agenda

1. **Open Meeting** - Maureen Nicholson, Chair
2. **Resolution 8-1-23, 2023 Regional Services Grant and Authorization for the Executive Director to Execute and Deliver the Agreement on Behalf of NECCOG**
3. **Resolution 8-2-23, Reaffirmation of NECCOG's Commitment to the Sustainable Materials Management (SMM) Grant Program to Fund the Regional Environmental Depot**
4. **Regional Initiatives Discussion and Possible Approval for RPIP Applications**
 - a. **Regional Inspection and Enforcement Program**
 - b. **Regional Municipal Assessment Services**
 - c. **Regional Municipal Administration**

Adjourn





NECCOG

Ashford - Brooklyn - Canterbury - Chaplin - Eastford - Hampton - Killingly - Plainfield
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Results through Regionalism

Resolution 8-1-23
Fiscal Year 2024 Regional Services Grant and Authorization
for the
Executive Director to Execute and Deliver the Agreement
on Behalf of NECCOG

WHEREAS, the Northeastern Connecticut Council of Governments (NECCOG) is one of nine statutorily created regional councils of governments established under Sec. 16a-4c of the Connecticut General Statutes; and

WHEREAS, the 16 member municipalities of region have voluntarily created NECCOG, by adopting Secs. 4-124i through 4-124p, of the General Statutes, through local ordinance to carry out a variety of regional planning and other activities on their behalf, as authorized under Chapter 127, of the General Statutes; and

WHEREAS, NECCOG in accordance with C.G.S. Secs. 4-66k and 4-66r, as amended by Sec. 93 of PA 23-204 and Sec. 155 of PA 23-205 and in accordance with the Statement of Work prepared by NECCOG and submitted to OPM is eligible for a **Regional Services Grant for FY 2024** in the amount of **\$470,851.88**; and

WHEREAS, NECCOG desires to accept the Regional Services Grant for FY 2024 and to have its Executive Director execute, on behalf of the organization, all related documents related to this grant.

NOW, THEREFORE, BE IT RESOLVED that:

1. That the Northeastern Connecticut Council of Governments execute and deliver to the State of Connecticut a Notice of Grant Award (the "Agreement") in the amount of **\$470,851.8** for the 2024 Regional Services Grant.
2. **John Filchak** as **Executive Director** of the Northeastern Connecticut Council of Governments is directed to execute and deliver the Agreement on behalf of the Organization and to do all things necessary or appropriate to carry out the terms of the Agreement, including executing and delivering all agreements and documents contemplated by the Agreement.

_____,
I, **Christopher Lippke**, **Secretary of the Northeastern Connecticut Council of Governments**, an organization (the "Organization") existing under the laws of the State of Connecticut, certify that the above are true and complete resolutions which were adopted at a duly called and held meeting of the governing body of NECCOG on August 17, 2023, and that such resolutions have not been amended or modified and continue to be in full force and effect.

I further certify that John Filchak now holds the office of Executive Director for NECCOG and that he has held that office since January 1995.

I, Christopher Lippke, am signing this certificate on **August 17, 2023**.

_____, Secretary

Christopher Lippke





NECCOG

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Results through Regionalism

Resolution 8-2-23
Reaffirmation of NECCOG's Commitment
to the
Sustainable Materials Management (SMM) Grant Program
to Fund a Feasibility Study the a Regional Environmental Depot

WHEREAS, the Northeastern Connecticut Council of Governments (NECCOG) submitted, on March 31, 2023, a grant application for funding through the Sustainable Materials Management Regional Waste Authority Grant Program administered by the Department of Energy & Environmental Protection (DEEP); and

WHEREAS, NECCOG's purpose in seeking funding is to conduct a feasibility analysis for a regional Environmental Depot to serve as a one-stop location and education center where residents from the region may responsibly dispose a range of residential items keeping them from the municipal solid waste stream or the random disposal into the environment in an unchecked manner; and

WHEREAS, on July 27, 2023 DEEP notified the nine applicants, which includes NECCOG, for funding through this program that the total requests for funding totaled \$3.2 million and that a total of \$1.5 million had been allocated for this program; and

WHEREAS, DEEP requested additional information in the form of 10 questions to supplement each applicants original application - including "evidence of explicit support from municipal Chief Elected Officials."

NOW, THEREFORE, BE IT RESOLVED that the Northeastern Connecticut Council of Governments, which is made up of each of the 16 member town's chief elected official, affirm their explicit support to secure funding through the Sustainable Materials Management (SMM) Grant Program to fund a feasibility study for a Regional Environmental Depot.

Made This **17th Day of August 2023** at a duly called meeting of NECCOG.

_____, Secretary
Christopher Lippke



The provision of any service that one or more participating municipalities of COG currently provide but which is not provided on a regional basis

Proposals **must satisfy** the following criteria:

- A. The proposed service **will be available to or benefit all participating members regardless of such members' participation** in the grant application process;
- B. **When compared to the existing delivery of services**, the proposal demonstrates (i) a **positive cost benefit**, (ii) **increased efficiency and capacity** in the delivery of services, (iii) a **diminished need for state funding**, and (iv) **increased cost savings**;
- C. The proposed service **promotes cooperation among participating members** that may lead to a **reduction in economic or social inequality**;
- D. The proposal has been **approved by a majority of the members** of the council and contains a **statement that not less than twenty-five per cent of the cost of such proposal shall be funded by the council in the first year of operation, and that by the fourth year of operation the council shall fund one hundred per cent of such cost**; and
- E. Any **employee organizations that may be impacted** by a proposal **have been informed of and consulted** about the proposal.



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RPIP

Regional Performance Incentive Program

Use of RPIP:

1. The **provision of any service** that one or more participating municipalities of such council or local or regional board of education of such regional educational service center **currently provide but which is not provided on a regional basis,**
2. the **redistribution of grants** (Small Town Economic Assistance Program, Main Street Investment Fund, Inter-town Capital Equipment Purchase Incentive Program, and Local Capital Improvement Fund grants), or
3. **regional revenue sharing** among municipalities that have entered certain agreements to do so.



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Regional Inspection and Enforcement Program

The proposed service would provide timely, uniform building plan reviews, building permits permits, inspections and compliance enforcement. Additionally, this new regional service will include land use (zoning and wetlands) enforcement. The objective is to provide participating towns with professional inspection and enforcement services as well as being a clearinghouse for information regarding building and land use compliance.

Regional Municipal Assessment Services

Through NECCOG, a common set of certified assessors (preferably ones already working in the region) will be provided to each participating town (3-4 are anticipated) to enable such towns to have consistent, reliable and cost-effective assessment services.

Municipal Administrative Services

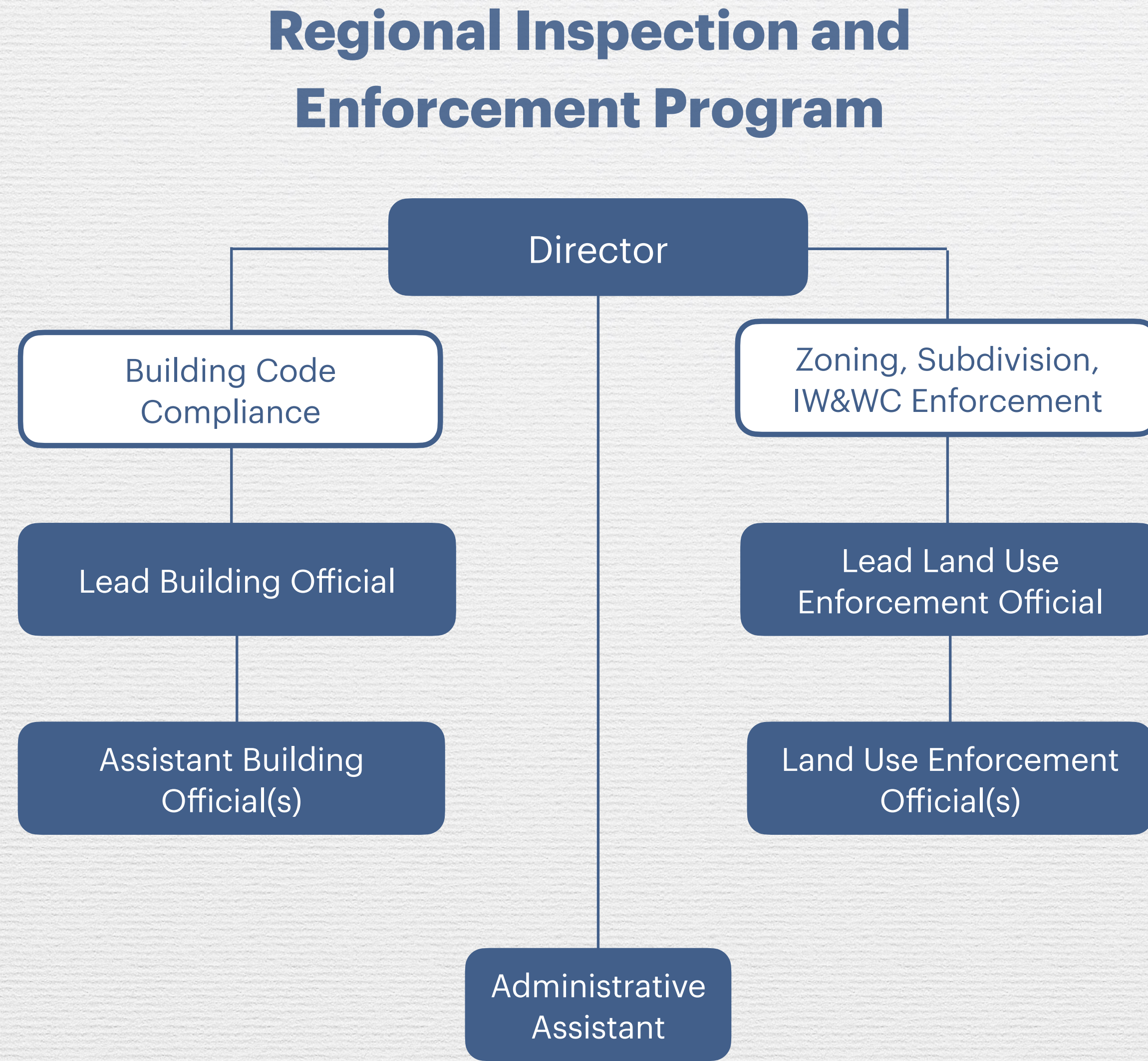
The proposed regional service will provide professional town management services for the region's smaller towns through NECCOG as a means to ensure continuity of operations, budgeting, finance, HR and other ongoing functions - enabling local elected officials to focus on policy.



RPIP

Regional Performance Incentive Program

Regional Inspection and Enforcement Program



Participating Towns

Participation: Opt into either or both services

Revenue: Per Capita or Base with a Per Capita



RPIP

Regional Performance Incentive Program

Regional Inspection and Enforcement Program

Initial Major Capital Costs

Vehicles

\$90,000



wifi Enabled Tablets

\$10,000



Inspection Software



\$30,000/\$3,500



RPIP

Regional Performance Incentive Program
Regional Inspection and Enforcement Program

Building Official Program

Position	Pay Range	Overhead @ 51.77%	Total Cost Range	
Lead Building Official	\$85,000 - \$105,000	\$44,005 - \$54,359	\$129,005	\$159,359
Assistant Building Official	\$65,000 - \$75,000	\$33,651 - \$38,828	\$98,651	\$113,828
Administrative Assistant	\$45,500 - \$55,500	\$23,555 - \$28,732	\$69,055	\$84,232
		Personnel Total	\$296,711	\$357,419
		Capital	\$130,000	\$130,000
		Total	\$426,711	\$487,419



RPIP

Regional Performance Incentive Program
Regional Inspection and Enforcement Program

Land Use Enforcement Program

Position	Pay Range	Overhead @ 51.77%	Total Cost Range	
Lead Land Use Enforcement Official	\$70,000 - \$85,000	\$36,239 - \$44,005	\$106,239	\$129,005
Assistant Land Use Enforcement Official	\$55,000 - \$65,000	\$28,474 - \$33,651	\$83,474	\$98,651
Administrative Assistant	\$45,500 - \$55,500	\$23,555 - \$28,732	\$69,055	\$84,232
Land Use Personnel			\$258,768	\$311,888
Capital			\$130,000	\$130,000
Total			\$388,768	\$441,888



RPIP

Regional Performance Incentive Program

Regional Inspection and Enforcement Program

Full Program

	Year One	Year Two	Year Three	Year Four	
Personnel	\$585,075	\$608,478	\$632,817	\$651,130	\$2,477,500
Capital	\$130,000	\$3,500	\$3,500	\$3,500	\$140,500
Total	\$715,075	\$611,978	\$636,317	\$654,630	\$2,618,000
RPIP	\$536,306	\$305,989	\$159,079	\$0	\$1,001,374
NECCOG	\$178,769	\$305,989	\$477,238	\$654,630	\$1,616,626
Total	\$715,075	\$611,978	\$636,317	\$654,630	\$2,618,000

Building Inspection

	Year One	Year Two	Year Three	Year Four	
Personnel	\$357,419	\$371,435	\$386,292	\$401,744	\$1,516,890
Capital	\$100,000	\$3,500	\$3,500	\$3,500	\$110,500
Total	\$457,419	\$374,935	\$389,792	\$405,244	\$1,627,390
RPIP	\$343,064	\$187,468	\$97,448	\$0	\$627,980
NECCOG	\$114,355	\$187,668	\$292,344	\$405,548	\$999,915
Total	\$457,419	\$375,136	\$389,792	\$405,548	\$1,627,895

Land Use Enforcement

	Year One	Year Two	Year Three	Year Four	
Personnel	\$311,888	\$324,364	\$337,339	\$350,833	\$1,324,424
Capital	\$100,000	\$3,500	\$3,500	\$3,500	\$110,500
Total	\$411,888	\$327,864	\$340,839	\$354,333	\$1,434,924
RPIP	\$308,916	\$163,932	\$85,210	\$0	\$558,058
NECCOG	\$102,972	\$163,932	\$255,629	\$354,333	\$876,866
Total	\$411,888	\$327,864	\$340,839	\$354,333	\$1,434,924



RPIP

Regional Performance Incentive Program Regional Inspection and Enforcement Program

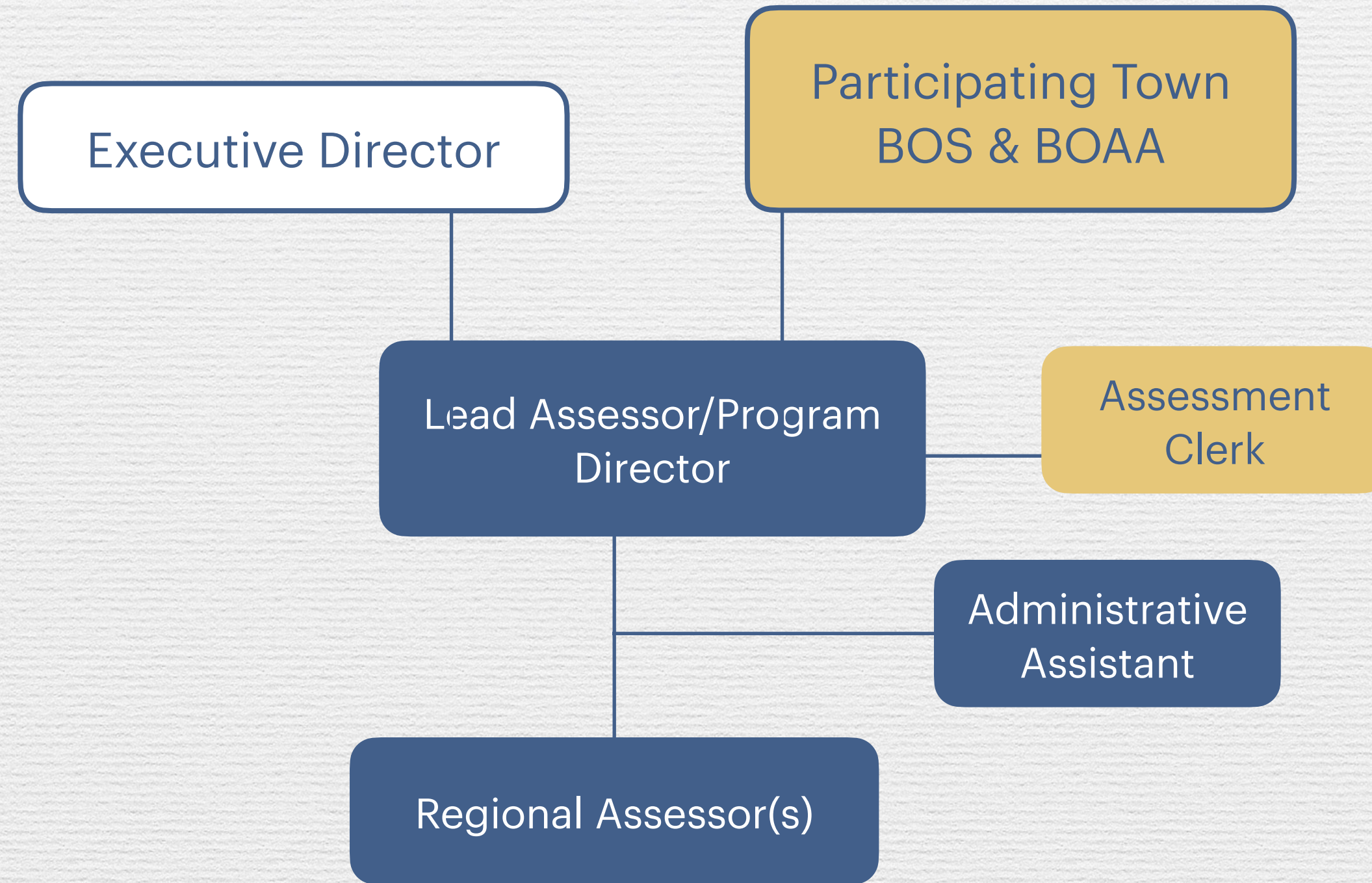
Town	Pop.	Full Program				Building Official				Land Use Enforcement			
		Year 1 @\$5.67 25%	Year 2 @\$9.69 50%	Year 3 @15.12 75%	Year 4 @20.74 100%	Year 1 @\$3.62 25%	Year 2 @\$5.95 50%	Year 3 @\$9.26 75%	Year 4 @\$12.85 100%	Year 1 @\$3.26 25%	Year 2 @\$5.19 50%	Year 3 @\$8.10 75%	Year 4 @\$11.23 100%
Ashford	4,185												
Brooklyn	8,451												
Canterbury	5,041	\$28,582	\$48,847	\$76,220	\$104,550	\$18,248	\$29,994	\$46,680	\$64,777	\$16,434	\$26,163	\$40,832	\$56,610
Chaplin	2,141	\$12,139	\$20,746	\$32,373	\$44,404	\$7,750	\$12,739	\$19,827	\$27,512	\$6,980	\$11,118	\$17,342	\$24,043
Eastford	1,650	\$9,356	\$15,989	\$24,948	\$34,221	\$5,973	\$9,818	\$15,279	\$21,203	\$5,379	\$8,564	\$13,365	\$18,530
Hampton	1,729	\$9,803	\$16,754	\$26,142	\$35,859	\$6,259	\$10,288	\$16,011	\$22,218	\$5,637	\$8,974	\$14,005	\$19,417
Killingly	17,738												
Plainfield	14,984												
Pomfret	4,270	\$24,211	\$41,376	\$64,562	\$88,560	\$15,457	\$25,407	\$39,540	\$54,870	\$13,920	\$22,161	\$34,587	\$47,952
Putnam	9,219												
Scotland	1,576	\$8,936	\$15,271	\$23,829	\$32,686	\$5,705	\$9,377	\$14,594	\$20,252	\$5,138	\$8,179	\$12,766	\$17,698
Sterling	3,581	\$20,304	\$34,670	\$54,145	\$74,270	\$12,963	\$21,307	\$33,160	\$46,016	\$11,674	\$18,585	\$29,006	\$40,215
Thompson	9,185												
Union	784	\$4,445	\$7,597	\$11,854	\$16,260	\$2,838	\$4,665	\$7,260	\$10,074	\$2,556	\$4,069	\$6,350	\$8,804
Voluntown	2,564	\$14,538	\$24,845	\$38,768	\$53,177	\$9,282	\$15,256	\$23,743	\$32,974	\$8,359	\$13,307	\$20,768	\$28,794
Woodstock	8,228	\$46,653	\$79,729	\$124,407	\$170,649	\$29,785	\$48,957	\$76,191	\$105,730	\$26,823	\$42,703	\$66,647	\$92,400



RPIP

Regional Performance Incentive Program Regional Municipal Assessment Services

Regional Municipal Assessment Services



RPIP

Regional Performance Incentive Program

Regional Municipal Assessment Services

Position	Pay Range	Overhead @ 51.77%	Total Cost Range	
Lead Assessor/Program Director	\$85,000 - \$105,000	\$44,005 - \$54,359	\$129,005	\$159,359
Regional Assessor(s)	\$65,000 - \$75,000	\$33,651 - \$38,828	\$98,651	\$113,828
Administrative Assistant	\$45,500 - \$55,500	\$23,555 - \$28,732	\$69,055	\$84,232
	Personnel Total		\$296,711	\$357,419
	Computer Assisted Mass Appraisal (CAMA) software, training, GIS Integration and		\$45,000	\$45,000
	Total		\$341,711	\$402,419

	Year One	Year Two	Year Three	Year Four	Total
Personnel	\$402,419	\$418,516	\$435,257	\$452,667	\$1,708,859
Capital	\$45,000	\$2,000	\$2,000	\$2,000	\$51,000
Total	\$447,419	\$420,516	\$437,257	\$454,667	\$1,759,859
RPIP	\$335,564	\$210,258	\$109,314	\$0	\$655,136
NECCOG	\$111,855	\$210,258	\$327,943	\$454,667	\$1,104,723
Total	\$447,419	\$420,516	\$437,257	\$454,667	\$1,759,859



RPIP

Regional Performance Incentive Program Regional Municipal Assessment Services

Town	Pop.	Program Phases			
		Year 1 @\$4.32 25%	Year 2 @\$8.12 50%	Year 3 @12.66 75%	Year 4 @17.55 100%
Ashford	4,185				
Brooklyn	8,451	\$36,508	\$68,622	\$106,990	\$148,315
Canterbury	5,041				
Chaplin	2,141				
Eastford	1,650	\$7,128	\$13,398	\$20,889	\$28,957
Hampton	1,729	\$7,469	\$14,039	\$21,889	\$30,344
Killingly	17,738				
Plainfield	14,984				
Pomfret	4,270	\$18,446	\$34,672	\$54,058	\$74,939
Putnam	9,219				
Scotland	1,576	\$6,808	\$12,797	\$19,952	\$27,659
Sterling	3,581				
Thompson	9,185				
Union	784				
Voluntown	2,564				
Woodstock	8,228	\$35,545	\$66,811	\$104,166	\$144,401

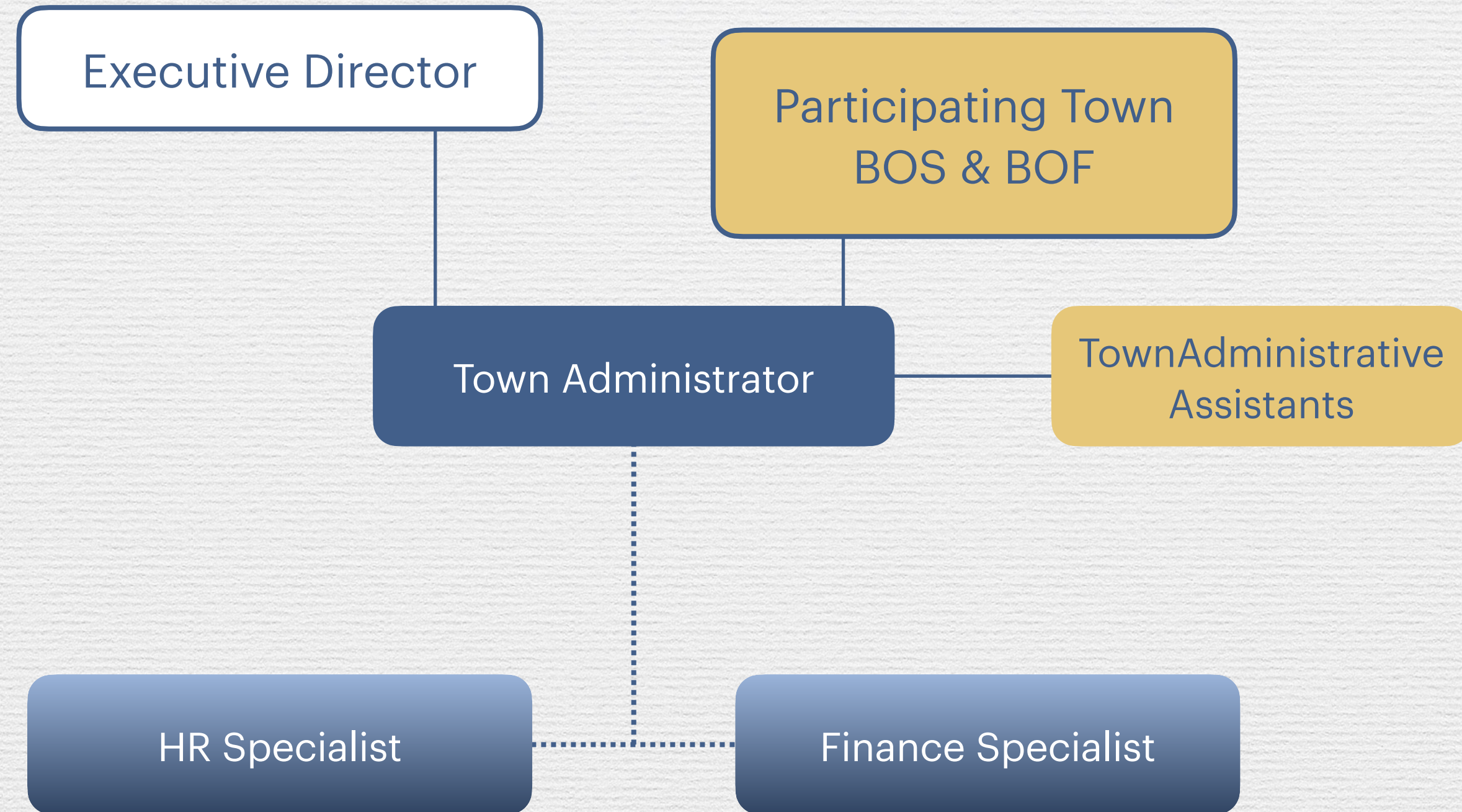


RPIP

Regional Performance Incentive Program

Municipal Administrative Services

Municipal Administrative Services



RPIP

Regional Performance Incentive Program

Municipal Administrative Services

Position	Pay Range	Overhead @ 51.77%	Total Cost Range	
Town Administrator	\$110,000 - 135,000	\$56,947 - \$69,890	\$166,947	\$204,890
Administrative Assistant PT/ 17.5 hours	\$45,500 - \$55,500	\$23,555 - \$28,732	\$34,528	\$42,116
	Total		\$201,475	\$247,006

	Year One	Year Two	Year Three	Year Four	Total
Personnel	\$247,006	\$256,886	\$267,161	\$277,847	\$1,048,900
RPIP	\$185,255	\$128,443	\$66,790	\$0	\$380,488
NECCOG	\$61,752	\$128,443	\$200,371	\$277,847	\$668,413
Total	\$247,007	\$256,886	\$267,161	\$277,847	\$1,048,901



RPIP

Regional Performance Incentive Program Regional Municipal Assessment Services

Town	Pop.	Program Phases			
		Year 1 @\$6.31 25%	Year 2 @\$13.12 50%	Year 3 @20.47 75%	Year 4 @28.38 100%
Ashford	4,185				
Brooklyn	8,451				
Canterbury	5,041				
Chaplin	2,141	\$13,510	\$28,090	\$43,826	\$60,762
Eastford	1,650	\$10,412	\$21,648	\$33,776	\$46,827
Hampton	1,729	\$10,010	\$22,684	\$35,394	\$49,069
Killingly	17,738				
Plainfield	14,984				
Pomfret	4,270	\$26,944	\$56,022	\$87,407	\$121,183
Putnam	9,219				
Scotland	1,576				
Sterling	3,581				
Thompson	9,185				
Union	784				
Voluntown	2,564				
Woodstock	8,228				
	9,790				



RPIP

Regional Performance Incentive Program Regional Municipal Assessment Services

Town	Pop.	Program Phases						
		Year 1 @\$6.31 25%	Year 2 \$7,500 base and @\$10.06 50%		Year 3 \$15,000 base and @\$14.34 75%		Year 4 \$25,000 base and @\$18.17 100%	
Ashford	4,185							
Brooklyn	8,451							
Canterbury	5,041							
Chaplin	2,141	\$13,510	\$29,038	\$28,090	\$45,702	\$43,826	\$63,902	\$60,762
Eastford	1,650	\$10,412	\$24,099	\$21,648	\$38,661	\$33,776	\$54,981	\$46,827
Hampton	1,729	\$10,010	\$24,894	\$22,684	\$39,784	\$35,394	\$56,416.	\$49,069
Killingly	17,738							
Plainfield	14,984							
Pomfret	4,270	\$26,944	\$50,456	\$56,022	\$76,232	\$87,407	\$102,586	\$121,183
Putnam	9,219							
Scotland	1,576							
Sterling	3,581							
Thompson	9,185							
Union	784							
Voluntown	2,564							
Woodstock	8,228							
	9,790							



Regional Performance Incentive Program - **RPIP**

1. **Description** of the service or initiative;
2. **Explanation of the need** for such service or initiative;
3. The **method of delivering** such service or initiative **on a regional basis**;
4. The **organization that would be responsible for regional service or initiative delivery**;
5. A **description of the population that would be served**;
6. The **manner in which** the proposed regional service or initiative delivery **will achieve economies of scale** for participating parties;
7. The **amount by which participating municipalities will reduce their mill rates** as a result of savings realized;
8. A **cost benefit analysis** for the provision of the service or initiative;
9. A **plan of implementation** on a regional basis;
10. A **resolution endorsing the proposal**
11. A **formal commitment that not less than twenty-five per cent of the cost of such proposal shall be funded by the council in the first year of operation, and that by the fourth year of operation the council or center shall fund one hundred per cent of such cost**;
12. A **resolution endorsing the proposal** approved by the COG;
13. An **acknowledgment from any employee organization that may be impacted** by such proposal that they have been informed of and consulted about the proposal; and
14. An **explanation of the potential legal obstacles**, if any,, and how such obstacles will be resolved.





NECCOG

Northeastern Connecticut Council of Governments

Ashford - Brooklyn - Canterbury - Chaplin - Eastford - Hampton - Killingly - Plainfield -
Pomfret - Putnam - Scotland - Sterling - Thompson - Union - Voluntown - Woodstock

Results through Regionalism

Thank you. Questions.