



Minutes of the January 7th, 2026 Executive Committee Meeting

Present: Via Zoom: Cheryl Blanchard , John Salomone, Dan Cunningham

In person: Bob Carlson (Chairman), Lenny Bunnell

Additional attendees: SECOG (In person): Amanda Kennedy, Kate Rattan, Helen Zincavage, Tyler Frost. Via Zoom: Taylor Lussier

1) Call to Order:

- a) The meeting was called to order by Chairman Carlson at 9 AM.

2) Roll Call:

- a) Ms. Kennedy determined that a quorum was present.

3) Program Updates:

- a) Staffing: SECOG welcomed two new transportation planners, Tyler and Victoria, both started Monday. Tyler will serve as the primary contact for LOTCIP and other project-related initiatives, while Victoria will focus on ongoing planning efforts. Several job postings are currently active, including an assistant building official position which is likely to lead to the hiring of Dan Coley (former Norwich building official) as an on-call, part-time official. Additionally, a stormwater position funded by HB 8002 is open, as is a climate resilience and sustainability role focused on hazard mitigation and flooding. A housing support position is expected to be posted soon.
- b) Accounting Services: SECOG is facing increased costs for accounting services, moving from \$2,000 to \$3,000 per month. This increase is attributed to the growing complexity of managing over 40 different funding sources. A one-time payment of \$5,000 was also discussed to cover additional hours spent on the previous year's books. SECOG is also RFPing the audit process.

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- c) After Hours Building Official Coverage: There was a discussion regarding hiring Dan Coley for after-hours emergency and vacation coverage for three towns currently lacking a dedicated solution. This arrangement would be less expensive than previous proposals and would support local responses to events like fires when regular officials are unavailable.
- d) HB8002: This bill requires extensive cooperation between the COG and towns over the next two and a half years. By June 2028, all municipalities must adopt a housing growth plan, either by participating in a regional plan or creating their own. Towns must decide whether to opt into the regional plan by July 2027. The committee discussed the challenges of allocating housing need numbers to towns and the possibility of forming a steering committee of elected officials and staff to manage the planning process. The Committee approved placing this item on the agenda for the full board meeting in January.

4) TIP Amendments:

- a) CTDOT/WRTD Facility Rehab/Expansion: The committee reviewed a TIP amendment to allow access to awarded funds for the rehabilitation and expansion of the WRTD facility.

MOTION: to recommend that the SECOG MPO board endorse the CTDOT/WRTD Facility Rehab Expansion (Carlson, Bunnell) *Motion passed unanimously.*

5) New Business:

- a) LOTCIP Application: Ledyard- Lantern Hill Rd:

MOTION: To recommend that the SECOG MPO board endorse application for Lantern Hill Rd in Ledyard for LOTCIP funding. (Carlson, Blanchard) *Motion passed unanimously.*

- b) LOTCIP Application: Norwich- Hunters Rd:

MOTION: To recommend that the SECOG MPO board endorse application for Hunters Rd in Norwich for LOTCIP funding. (Blanchard, Cunningham) *Motion passed unanimously.*

c) Safety Action Plan: The draft plan is entering a 30-day public comment period. The plan uses a data-driven approach to prioritize projects based on fatality and injury frequencies.

MOTION: To add a presentation on the safety action plan for the monthly SECOG meeting (Blanchard, Salamone) *Motion passed unanimously.*

d) Monthly Board Meeting Agenda and Structure: Members discussed restructuring agendas to reduce time spent on liaison reports to allow more member discussion of topics of interest. There was a proposal to add a "CEO Comment" section to allow municipal leaders to share ideas, ask questions (such as town funding for America 250 events), and network. Ms. Rattan and Ms. Kennedy will prepare a formal proposal for these procedural changes for the next meeting.

6) Potential Speakers:

a) Alison Dvorak, Senior Resources: While there is interest in hearing about the regional ecosystem for senior social services, this presentation will be deferred past January and February due to current time constraints.

7) Adjournment:

a) MOTION: to adjourn the meeting at 10:00 am (Blanchard, Cunningham) *Motion passed unanimously.*