



**Draft Minutes**  
**Connecticut Metropolitan Council of Governments**  
**Wednesday, May 24<sup>th</sup>, 2017 at 2:00pm**  
**MetroCOG Conference Room Bridgeport, Connecticut**

<b>Name</b>	<b>Representing</b>
Joseph Ganim, Mayor (Ken Flatto, Proxy)	Bridgeport
Adam Dunsby, First Selectman (teleconference)	Easton
John Harkins, Mayor, Chairman	Stratford
Timothy Herbst, First Selectman, Vice-Chair	Trumbull
Steve Vavrek, First Selectman	Monroe
Patrick Carleton, Deputy Director	MetroCOG
Matthew Fulda, Executive Director	MetroCOG
Colleen Kelleher, Deputy Finance Director	MetroCOG
Meghan Sloan, Planning Director	MetroCOG
Sara Radacsi (teleconference)	CTDOT

## Minutes

### I. Call to Order

This was a special meeting of the Connecticut Metropolitan Council of Governments. It was called to order by the Chair, First Selectman Herbst, at 2:03 pm.

### II. Public Participation

There was no public participation.

### III. Discussion

- a. Suballocation of GBVMPO transportation planning funds to NVCOG

Mr. Fulda explained that a letter was sent to the board regarding the GBVMPO letter sent out in March. MetroCOG will receive the full amount of money. Without the three Valley towns participating a quorum cannot be met and a work plan cannot be voted on.

Mr. Fulda explained that moving forward MetroCOG will operate normally and there will be no delay in receiving money.

Mr. Fulda asked if there were any comments, there were none.

- b. CTDOT COG Master Agreement

Mr. Fulda explained that there will be a single ten (10) year COG master agreement that will expedite the process of receiving funds.

First Selectman Dunsby commented that it was a way to streamline and has no issues.

- c. FFY 2017 External Audit

Mr. Fulda explained that we have one year left to retain Mr. Costello for audit services for 2017. Should MetroCOG retain the services Mr. Fulda would like to start the audit process as soon as it is okayed by the board and noted that other COGS have found it difficult putting out an RFP.

First Selectman Herbst asked Mr. Fulda to proceed with RFP with Mr. Flatto's guidance and revisit the issue at the next meeting.

Mr. Flatto requested confirmation that there was time to send out an RFP and have the audit completed.

Mr. Ciccarelli commented that the latest start date should be September 1.

There was a brief discussion regarding the typical term of an auditor.

A motion to make First Selectman Vavrek Secretary Pro Tempore for the May 25<sup>th</sup> meeting was made by First Selectman Dunsby and seconded by Mr. Flatto. The motion carried unanimously.

First Selectman Herbst would like the record to show that he requested that the Executive Director send a letter to Durant and Nichols requesting copies of all of the requests for legal advice made on behalf of MetroCOG staff in email or written form over the past five years. First Selectman Herbst would like the responses and requests for any agreement or opinion.

Mr. Fulda clarified that the audit discussion was tabled, an RFP would be drafted and there would be an action item at the June meeting.

d. Governor's Budget

Mr. Fulda commented that the Governor's budget has not dramatically effected MetroCOG. MetroCOG has lost its 4<sup>th</sup> quarter Regional Services funding.

#### **IV. Financials**

Mr. Fulda introduced the Financials.

Mr. Ciccarelli explained the financials and clarified that legal was high but the May financials would reflect a reimbursement.

#### **V. Executive Session**

A motion to enter into executive session was made by First Selectman Vavrek and seconded by Mayor Harkins at 2:23PM

Executive session ended at 3:05 PM.

#### **VII. Other Business**

There was no other business

#### **VIII. Adjourn**

A motion to adjourn was made by Mayor Harkins and seconded by First Selectman Vavrek at 3:06 PM.

Respectively submitted,

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Steve Vavrek, First Selectman  
MetroCOG Secretary Pro-Tem