

Capitol Region Council of Governments

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Policy Board Meeting
Former MIRA Trash Museum, 211 Murphy Road, Hartford, CT
Wednesday, May 24, 2017
12:00 p.m.

Members and Alternates

Alex Beaudoin
Chair Chip Beckett
Jeff Bridges
Luke Bronin
Garry Brumback
John Elsesser
Matthew Hart
Lisa Heavner
Leslee Hill
Scott Kaupin
Chris Kervick
Dave Kilbon
Robert Lee
Melissa Mack
Christina Maihos
Dave Nagel
Nancy Nickerson
Danny Salerno
Paul Shapiro
Peter Souza
Joyce Stille
Ron Van Winkle
Mark Walter
John Ward
Steve Werbner

Town/Organization

Hartford
Glastonbury
Wethersfield
Hartford
Southington
Coventry
Mansfield
Simsbury
Canton
Enfield
Windsor Locks
East Granby
Plainville
Suffield
Willington
Newington
Farmington
New Britain
Mansfield
Windsor
Bolton
West Hartford
Columbia
Vernon
Tolland

Staff

Hedy Ayers
Jennifer Carrier
Mary Ellen Kowalewski
Brittany Stephenson
Lyle Wray
Pauline Yoder

CRCOG
CRCOG
CRCOG
CRCOG
CRCOG
CRCOG

Guests

Cal Hauburger	Plainville
Courtney Hendricson	CERC
Alex Johnson	CWP
Kathie Lutz	RSL
Vicki Shotland	GHTD
Grayson Wright	CTDOT

Roll Call

1. Call to Order: With a quorum present, Chair Chip Beckett called the meeting to order at 12:07pm.

2. Public Comment

There were no public comments.

3. Adoption of Minutes from April 26, 2017 Policy Board Meeting

Chair Chip Beckett requested a motion to adopt the minutes.

Dave Kilbon made a motion to adopt the minutes of the April 26, 2017 Policy Board meeting. Joyce Stille seconded. Motion carried unanimously.

4. Monthly Reports

a. Chair and Executive Director Report

Executive Director Lyle Wray provided this update to the Board. He asked if the Board had any questions regarding his monthly report. There were no questions.

b. Capital Workforce Partners

Alex Johnson provided this update to the Board. He highlighted the impact on CWP of several state budget scenarios. Under all scenarios, the CWP's summer youth employment program will be negatively affected. The positive news is that CWP still has net positive resources and should be able to maintain the services the organization provides. He also invited the Board to attend CWP's 2017 annual meeting on Friday, June 16, 2017, beginning at 8am.

c. Opportunities and Resources

Lyle Wray provided this update to the Board. CRCOG is still waiting on an update regarding the economic development grant for the region submitted to the Economic Development Administration. Secondly, several towns are working on a transit oriented development grant and CRCOG will keep the Board abreast of results.

d. Policy and Planning Department

Mary Ellen Kowalewski provided an update to the Board. May has been bike to work month. CRCOG worked with the cities of Hartford and New Britain ensure those who wanted to bike on May 19th were able to do so safely and strategically. CRCOG also advertised this event through its social media page and recognized there is a lot of enthusiasm for more bike friendly communities and events. This directly ties in with the regional complete streets project which will begin soon. May 24th is the deadline for the 2017 CRCOG sustainability nominations which will be presented at the CRCOG annual meeting on June 8th.

e. Municipal Services and Purchasing Council

Committee Chair Peter Souza provided this update to the Board. He referenced the handout included in the packet which highlighted the work of Municipal Services last year and focus of next year. He reminded the Board that quantities for treated road salt submissions are due at the end of the week.

f. Public Safety and Homeland Security

Public Safety Liaison Joyce Stille provided this update to the Board. There has been a slight increase in the homeland security funds received by CRCOG. CRCOG has also been asked to facilitate a tabletop exercise during the summer at the West Farms Mall. More information will be provided later.

g. Transportation Committee

Jennifer Carrier provided this update to the Board. She shared that there were a number of action items for the Board on the agenda and also shared a status on the LOTCIP bridge project. Solicitations are due soon. She also recognized Vicki Shotland as the MPO appointee to the CRCOG MPO from the GHTD.

5. Action: Approval of 2017-2018 CRCOG Budget

Pauline Yoder presented this item to the Board which has been endorsed by the Executive Committee. After the Executive Committee approved the draft budget, CRCOG received notice that the state's final fourth quarter payment for Regional Services Grants was rescinded. The budget has been updated to reflect the change. Due to losing the RSG, the five-year outlook has changed. The deficit begins in FY2020-2021 a year earlier than before the rescission. She highlighted the FY2017-2018 assumptions, FY2016-2017 accomplishments, and FY2017-2018 goals.

Joyce Stille made a motion to approve the 2017-2018 CRCOG budget. Matthew Hart seconded. Motion carried unanimously.

6. Action: Resolution Appointing CRCOG Secretary

Chairperson Beckett discussed this item with the Board. Former First Selectman of Somers, Lisa Pellegrini, has resigned as the CRCOG secretary to take a job in another state. Jon Colman nominated First Selectman of Simsbury, Lisa Heavner, to fill the vacancy.

Dave Kilbon made a motion to appoint First Selectman of Simsbury, Lisa Heavner, as the CRCOG secretary. Joyce Stille seconded. Motion carried unanimously.

7. Action: Resolution Authorizing CRCOG Application to CT OPM

Mary Ellen presented this item to the Board. This resolution is regarding CT OPM 2017 Responsible Growth and Transit-Oriented Development Program. The resolution authorizes submission of the Envision Knowledge Corridor Resource Center Proposal and authorizes the CRCOG Executive Director to sign the grant application and other documents associated with administering the grant.

Dave Kilbon made a motion to authorize the resolution. Joyce Stille seconded. Motion carried unanimously.

8. Action: Resolution Authorizing Issuance of CRCOG Review Letters

Mary Ellen presented this item to the Board. This resolution is regarding CT OPM 2017 Responsible Growth and Transit-Oriented Development Program and authorizes the CRCOG Executive Director to enact a review of application proposals of Capitol Region municipalities and issue the required CRCOG letter in accordance with application procedures.

Dave Kilbon made a motion to authorize the resolution. Joyce Stille seconded. Motion carried unanimously.

9. Action: Unified Planning Work Program

Jennifer Carrier presented this item to the Board which has been endorsed by the Transportation Committee. The UPWP is the transportation planning work plan for the Region which summarizes numerous programs, projects, and products expected to be conducted and accomplished. CRCOG has prepared 2-year work plans covering FY2018 and FY2019.

Dave Kilbon made a motion to approve the plan. Joyce Stille seconded. Motion carried unanimously.

10. Action: Annual Urban Planning Certification Resolution

Jennifer Carrier presented this item to the Board which has been endorsed by the Transportation Committee. CRCOG has been designated as the MPO for the Capitol Region. This resolution certifies that the urban transportation planning process has been conducted in accordance with the terms and provisions of the federal regulations.

Dave Kilbon made a motion to certify the annual planning resolution. Joyce Stille seconded. Motion carried unanimously.

11. Action: FY2018 and 2019 Planning Agreement Resolution

Jennifer Carrier presented this item to the Board which has been endorsed by the Transportation Committee. As the MPO for the Hartford metropolitan area, CRCOG is required by federal regulations to conduct a continuing and comprehensive transportation planning program. Federal funds are made available through CTDOT. This resolution authorizes CRCOG Executive Director or Policy Board Chairperson to act on behalf of the agency in negotiating and executing contractual instruments.

Joyce Stille made a motion to authorize the resolution. Dave Kilbon seconded. Motion carried unanimously.

12. Action: Hartford Transportation Management Area MOU Authorizing Resolution

Jennifer Carrier presented this item to the Board which has been endorsed by the Transportation Committee. CRCOG has had an existing MOU since 2003 related to transportation planning and funding within the Hartford Urbanized Area. This MOU will be revised and finalized over the summer in anticipation of the upcoming federal certification review. Significant changes will be presented to Board for approval. This resolution authorizes CRCOG Executive Director or Policy Board Chairperson to act on behalf of the agency in negotiating and executing contractual instruments.

Dave Kilbon made a motion to authorize the resolution. Joyce Stille seconded. Motion carried unanimously.

13. Action: Resolution Authorizing the TC to act as the PB

Jennifer Carrier presented this item to the Board which has been endorsed by the Transportation Committee. The Policy Board meeting does not resume until September 27, 2017. The Transportation Committee has scheduled meetings over the summer. This resolution empowers the Transportation Committee to act on its behalf to approve

time sensitive action items at any meeting after May 24, 2017 until the Policy Board resumes its regular meetings in September.

Dave Kilbon made a motion to authorize the resolution. Joyce Stille seconded. Motion carried unanimously.

14. Action: TIP Amendments

Jennifer Carrier presented this item to the Board which has been endorsed by the Transportation Committee. She discussed the five Transportation Improvement Program (TIP) amendments that require approval.

Dave Kilbon made a motion to adopt the amendments. Joyce Stille seconded. Motion carried unanimously.

15. Action: Transit Representation on MPO

Jennifer Carrier presented this item to the Board which has been endorsed by the Transportation Committee. Federal regulations have been modified to require representation of public transportation providers on the Metropolitan Planning Organization. CRCOG's Policy Board acts as the MPO when endorsing transportation matters, guided by CRCOG's Transportation Committee. CRCOG outreached to CTDOT and Greater Hartford Transit District to ask for appointments. This resolution allows for CRCOG to accept the Transit Administer from CTDOT and the Executive Director of GHTD (Joan Gamble as alternate) appointees and change the CRCOG bylaws to comply with the new appointments. .

Dave Kilbon made a motion to authorize the resolution. Joyce Stille seconded. Motion carried unanimously.

16. Action: Transportation Alternatives Set-Aside Program

Jennifer Carrier presented this item to the Board. The Policy Board approved the submission of four TA Set-Aside projects to CTDOT for potential advancement in December of 2016. Three of the four projects received CTDOT comments with the exception of the Ellington project. The Transportation Committee, at its May 22nd meeting, discussed ways to emphasize the importance of CTDOT to commit funding for the Ellington project. The Transportation Committee voted to table the advancement in order to have further conversations with CTDOT.

There was no action taken on this item. The Transportation Committee will bring this back to the Policy Board for endorsement at a later date.

17. Action: Resolution Authorizing CRCOG Executive Director to Accept Funds for Public Health and Medical Services Preparedness

Joyce Stille presented this item to the Board. This resolution authorizes CRCOG to enter into an agreement and accept funds from the Connecticut Department of Public Health for public health department and hospital emergency preparedness planning. This funding traditionally went to each individual local public health department or district and hospitals, however DPH now requires that there be one fiduciary agent in each region to accept, distribute and oversee the funds.

Joyce Stille made a motion to authorize the resolution. Dave Kilbon seconded. Motion carried unanimously.

18. 2017 Legislative Update

Kathie Lutz provided this update to the Board. There is not much new information as far as the legislative session is concerned. There has been an agreement regarding the framework of labor concessions. This agreement still has a number steps necessary before ratification, however, the speaker will go forward with numbers and make adjustments as needed. Budget conversations remain in the early stages. It is not likely that a budget will be ready in the next two weeks. It is likely that bills will be combined due to time constraints.

The Board discussed ideas on how to ensure their priorities and objectives for the session are realized. The Board voted to draft a letter to communicate two key issues, crumbling foundations and priorities. They also voted to include a recommendation on a procedural change that would promote certainty for municipalities.

Matthew Hart made a motion to direct CRCOG Executive Director Lyle Wray to draft a letter highlighting four sustainable principles, arbitration reform, and procedural changes. Dave Kilbon seconded. Motion carried unanimously.

19. Other Business

Lyle Wray reminded the Board of CRCOG's upcoming annual luncheon on June 8th at noon at the Dunkin Donuts Park.

20. Adjournment

With no further discussion items, Chair Chip Beckett requested a motion to adjourn.

Dave Kilbon moved to adjourn meeting. Joyce Stille seconded. Motion carried unanimously. The meeting adjourned at 1:21pm.

DRAFT