

Draft

**MINUTES OF**  
**MUNICIPAL SERVICES COMMITTEE MEETING**  
**SEPTEMBER 19, 2017**

**ATTENDANCE**

**Members and Guests**

Garry Brumback, Acting Chair  
Lori Spielman  
Joyce Stille  
Jeff Bridges  
Paul Shapiro  
Christina Mailhos  
Jack McCoy  
Melissa Appleby  
Amy Traversa  
Robert Skinner  
Grace Tiezzi  
Sadie Colcord  
Pauline Yoder  
Hedy Ayers  
Maureen Goulet  
Erik Snowden  
Brian Luther

**Town**

Southington  
Ellington  
Bolton  
Wethersfield  
Mansfield  
Willington  
Manchester/GMIS  
Simsbury  
Marlborough  
Canton  
Avon  
CERC  
CRCOG  
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CRCOG

Acting Chair Garry Brumbeck called the meeting to order at 12:10 p.m.

Garry gave notice to the PRPC Annual Meeting on October 27th at 9:00am located at the Glastonbury Community Center.

**ADOPTION OF MINUTES: MARCH 21, 2017**

Acting Chair Garry Brumback asked for a motion to adopt the minutes from the 5/16/17 Municipal Services Committee. Mr. Bridges made the motion, Mrs. Stille seconded. The motion passed unanimously with no abstentions.

**REGIONAL ASSESSMENT**

Mr. Luther presented on existing regional assessment efforts by the Northeast Connecticut Council of Governments (NECCOG). NECCOG's 16 towns participate in joint procurement for parcel reassessment that includes a contract written to protect the town's interest. The contract period is 5 years and in the current period (2017-2021) was awarded to Vision Government Solutions. A

chart was provided that shows overall cost savings of 40-53% per town for outsourced reevaluations. Non-NECCOG towns are able to piggyback on this contract for the flat rate of \$26 per parcel plus a \$1 administrative fee per parcel. Mr. Luther stated the benefits of this program include reduction of appeals.

### **STATUS REPORTS**

**Capitol Region Purchasing Council:** Ms. Goulet stated opening bids for asphalt crack sealing and ladder testing services will commence later in the current week. The CRPC Annual Meeting is on October 27<sup>th</sup> at 9am and there will be presentations on cyber security and emergency related procurement.

**Nutmeg Network Demonstration Project:** Ms. Ayers stated that the soft launch of the salary survey for year two will go live soon. She reported increased functionality features with the updated system. Ms. Yoder reported that the Electronic Document Management System Program is progressing and the vendor is currently working towards getting initial testing ready.

**Solid Waste:** Ms. Yoder reported that Department of Energy and Environmental Protection will hold a public meeting September 28<sup>th</sup> regarding the Resource Recovery RFP with the finalists presenting their proposals. Public comment period for the RFP is open until October 20<sup>th</sup>.

**RPIP Projects:** Mr. Snowden reported on the current state of the OrthoFlight program. The contour data will be available via [cteco.uconn.edu](http://cteco.uconn.edu) in the new week. Mr. Snowden also reported that there are updates to the MS4 resources available and the committee agreed to have another presentation on MS4 two meetings from September.

**IT Services Cooperative:** Mr. Luther reported on the various programs of the IT Services Cooperative. Some questions came up for the users of Municipity, as towns are starting to go live on the backend. Mr. Luther also reported that there is soon to be new pricing available for Microtrenching via the Sertex fiber Infrastructure contract. This is a direct result of the increase in price for pole permits and length of application processing from Frontier, who recently bought the poles from AT&T. Mr. McCoy advised the Committee to file a complaint to PURA regarding the length of time to process applications.

**Crumbling Foundations:** Mrs. Yoder reported that the Crumbling Foundations contract has been drafted but does not anticipate execution until the Connecticut State Budget is passed. The current proposed contract will allow for reimbursement of pyrrhotite testing. \$400 for 100% of visual inspections, \$2000 for 50% of core testing up to two cores. Applicants must be in a 20 mile radius of J.J. Mottes. Ms. Stille asked a question about the CDBG testing funding

available and Ms. Yoder said that there is money available for testing through CDBG to be administered by individual towns, or a group of towns applying together, but all CDBG requirements, including the ratio of assistance to moderate to low income families would apply.

**MUNICIPAL INFORMATION SHARING AND OTHER BUSINESS**

There was discussion on possible cost savings regarding town Dial-a-Ride programs. Mr. Luther reported that federal funds via Section 5310 have been restricted to deserving candidates due to the saturation of programs in the Hartford region. Mr. Luther stated via information from Lisa Rivers at DOT that regional cooperation will increase chances that federal funds are available for projects. There was interest in procurement of route planning software and inter-town ride-sharing.

**ADJOURNMENT**

The next Municipal Services Committee meeting will be held on Tuesday, October 17, 2017. With no other business, Acting Chairman Brumback adjourned the meeting at 1:13 p.m.