

Capitol Region Council of Governments

241 Main St., Hartford, CT 06106
Phone: (860) 522-2217 FAX: (860) 724-1274

Policy Board Meeting
Former MIRA Trash Museum, 211 Murphy Road, Hartford, CT
Wednesday, December 13, 2017
12:00 p.m.
DRAFT UNTIL APPROVED

Members and Alternates

Joe Higgins
Jon Colman
Joyce Stille
Leslee Hill
Mark Walter
John Elsesser
Dave Kilbon
Marcia Leclerc
Peter Falk
Nancy Nickerson
Chip Beckett
Vicki Shotland (MPO Board Member)
John Ward
Alex Beaudoin
Luke Bronin
Andrew Tierney
Paul Shapiro
Scott Shanley
Dave Nagel
Ray Zartarian
Danny Salerno
Robert Lee
Kathy Pugliese
Mark Sciota
Matt Galligan
Steve Werbner
Matthew Hart
Peter Souza
Chris Kervick
Erika Wiczenski

Town/Organization

Andover
Bloomfield
Bolton
Canton
Columbia
Coventry
East Granby
East Hartford
Enfield
Farmington
Glastonbury
GHTD
Granby
Hartford
Hartford
Hebron
Mansfield
Manchester
Newington
Newington
New Britain
Plainville
Plainville
Southington
South Windsor
Tolland
West Hartford
Windsor
Windsor Locks
Willington

Staff

Rob Aloise	CRCOG
Cheryl Assis	CRCOG
Winsome Barnaby	CRCOG
Kimberly Bona	CRCOG
Emily Hultquist	CRCOG
Mary Ellen Kowalewski	CRCOG
Tim Malone	CRCOG
Karen Stewartson	CRCOG
Lyle Wray	CRCOG
Pauline Yoder	CRCOG

Guests

Sadie Colcord	CERC
Ellen Graham	Senator Blumenthal's Office
Oz Griebel	MHA
Alex Johnson	CWP
Kathie Lutz	RSL
Dan Morley	OPM
Steve Cassano	CRCOG Foundation Chair
Grayson Wright	CTDOT

Roll Call

1. Call to Order: With a quorum present, Acting Chair Marcia Leclerc called the meeting to order at 12:06 pm.

2. Public Comment:

There were no public comments.

3. Adoption of Minutes from November 15, 2017 Policy Board Meeting:

Acting Chair Marcia Leclerc requested a motion to adopt the minutes.

Jon Colman made a motion to adopt the minutes of the November 15, 2017 Policy Board meeting. Dave Kilbon seconded. Motion carried unanimously.

4. Correspondence/Handouts:

- **Letter from CTCOG to OPM re: COG “holdbacks”:** Dr. Lyle Wray presented this item of correspondence to the Board regarding cuts to Council of Government funding.
- **Press release dated November 20, 2017 re: Transit Improvements:** Dr. Wray presented this press release to the Board, announcing recent transit investments

in the greater Hartford region with CTfastrak having placed the metro region in the top ten regions in the country for increased access to jobs.

- **Press release dated November 28, 2017 re: Crumbling Foundations:** Dr. Wray presented this press release to the Board and stated the foundation testing reimbursement program is underway. The foundations website launched November 29 and more than 180 applications have been received.
- **Transportation Forum December 15, 2017:** Dr. Wray stated there will be a “*Transportation Forum with the 2018 Republican Candidates for Governor*” on Friday, December 15, 2017 at the Aqua Turf Club, 556 Mulberry Street. Plantsville, CT. There is no charge. This is for Republicans and one for Democrats is scheduled for January.
- **Letter from Town of Glastonbury re: Policy Board representative:** Dr. Wray asked that towns appointing alternates serve on the CRCOG Policy Board provide appointment letters at their earliest convenience.

5. Monthly Reports:

a. Chair and Executive Director Report

Executive Director Dr. 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. Opportunities and Resources

Dr. Wray provided this update to the Board.

c. Policy and Planning Department

Mary Ellen Kowalewski provided an update to the Board. She stated that this month CRCOG will be closing out the DECD Brownfields Assessment Grant. Under this grant, we were able to focus on environmental assessment and inventory work in the region’s CTfastrak and CTrail-Hartford Line Corridors.

She stated that CRCOG is taking delivery of the Brownfields Inventory this week. After it is loaded into the CRCOG GIS system, she will be notifying communities, both within and outside of the transit corridors, of the ability to add additional priority sites which municipalities might be interested in showcasing on a broader basis, other than simply through municipal databases.

Yesterday held Quarterly meeting of the CRCOG Bicycle and Pedestrian Committee. Received an update on the CRCOG Regional Complete Streets Plan, a report on preliminary results of the 2017 Regional Bike Ped Count and Active Transportation Audit, and shared information on local bike ped activities and accomplishments. Municipalities that are interested in becoming Bicycle Friendly Communities can contact Emily Hultquist of the CRCOG staff for further information on the program.

d. Municipal Services and Purchasing Council

Committee Chair Peter Souza provided this update to the Board. CRPC Traffic Guidelines and Gasoline bids will be opened on Thursday December 14. The HR salary survey will have limited data available before the holidays. Benefit information will be available after the New Year. MSC conducted a survey regarding dial-a-ride and have had discussions. It is the consensus that this could be pursued on a sub-regional basis for towns that see the need and can collaborate.

e. Public Safety and Homeland Security

Public Safety Liaison Joyce Stille provided this update to the Board. The State will conduct their annual Region 3 Emergency Management Workshop tomorrow at 9:30 at the Hartford Public Safety Complex. If your Emergency Management Director did not attend last week's session in Manchester, please make sure they attend as this also serves as the EPPI and is required for those communities receiving EMPG funds.

CRCOG has been involved in the statewide Puerto Rico and Islands Evacuee Relief effort and have been participating in weekly conference calls on this effort and assisting as necessary. Towns in CRCOG invited to participate in the calls have been East Hartford, Hartford, Manchester, New Britain and West Hartford. As of today there have been 650 students enrolled in the schools in our homeland security region. This is more than 40% of the statewide total. We have several hotels who are providing temporary shelter assistance. If your community has been affected but you are not on the weekly call please let us know. Mayor Luke Bronin stated that at this point FEMA temporary housing assistance will expire in mid-January and a plan needs to be put in place to deal with the influx of housing requests. Cheryl Assis will request that this issue be added to the weekly conference call agenda.

f. Transportation Committee

Jon Colman provided this update to the Board. Scott Shanley asked if the Committee has considered highway tolls. Jon Colman explained that it has been discussed, but not favored unanimously. Scott Shanley and Roy Zartarion would like to see this item brought back to the Committee for reconsideration. Jon Colman will bring this back to the Committee at the January meeting.

OPM and DOT released a report last week identifying a number of state transportation projects that would be at risk of cancellation or deferral if the state does not take corrective action to support the STF. In general the primary revenue sources for CT's transportation system are not enough to keep the system sustainable over the long-term AND corrective action must be taken soon or the fund will be depleted, requiring the delay or deferral of many planned projects. The STF primary sources of revenue come from the motor fuels tax, motor vehicle tax receipts; license, permit, and fees; federal grants; interest income; oil company taxes; vehicle sales taxes; and general fund transfers.

6. Presentation/Updates:

- **Camoin Associates Presentation Analysis:** Oz Griebel, President/CEO of Metro Hartford Alliance, presented this item to the Board in Rebecca Nolan's absence. He reviewed strategic recommendations and a proposal for new structure set forth by Camoin Associates with efforts to strengthen the Alliance. He explained that developing a regional economic strategy is critical. Oz stated that a more formal presentation will be brought to the Board in January. He explained that upon his departure, Nancy Wheeler will serve as interim CEO from January – March 2018. The intention is to have a new CEO come on board March 1st. Discussion followed.
- **Discussion of Fiscal Disparities:** Dan Morley, OPM Policy Coordinator, reiterated that Hartford is one of three municipalities in the state which generates the following four statutory criteria:
 - 1) An equalized mill rate that is fifty per cent more than the average equalized mill rate of the region in which the municipality is located;
 - 2) An adjusted equalized net grand list per capita that is forty per cent less than the average adjusted equalized net grant list per capita of the region in which the municipality is located;
 - 3) A median household income which is thirty per cent less than the average median household income of the region in which the municipality is located;
 - 4) A decrease in population in the year of the latest equalized mill rate from the average population of the previous five years.

Mr. Morley stated that the statute had been on the books since 2001. Per statute, the municipalities there must be a meeting with the chief elected officials of the municipalities, which this board meeting was fulfilling, and the municipalities must present a plan to address the fiscal disparities by December 31st. Given the late start that OPM had in reviewing and presenting the criteria, there would be understanding if that plan was later than December 31st.

Mr. Morley welcomed any recommendations that the Board has that may help address the issue, and stated that he met with Waterbury and Naugatuck Valley Council of Governments and they are focused on the CCM report which was generated last year: <http://www.ccm-ct.org/this-report-is-different> .

Dr. Wray suggested that the Legislative Committee review this matter and suggest a response to the statute. Dr. Beckett suggested that fully funding PILOT by the state would alleviate a large portion of the issue. Discussion followed. Dr. Wray will work with the Legislative Committee and provide a letter for Action at the January 24, 2018 Policy Board meeting.

Steve Cassano explained that this has been an issue for many years now, and in order to find a resolution, we need support from local officials elected at the state legislature.

ACTION ITEMS:

7. Action: CRCOG Nominating Committee:

Jon Colman and Dave Kilbon presented a Report of the Nominations Committee (below) to the Board. The report will be complete once Hartford provides a second member.

Officers

<i>Position</i>	<i>Name</i>	<i>Town</i>
Chair	Marcia Leclerc	East Hartford
First Vice Chair	Leslee Hill	Canton
Second Vice Chair	Paul Shapiro	Mansfield
Treasurer	Robert Lee	Plainville (Manager)
Secretary	Lori Spielman	Ellington

Executive Committee

<i>Town</i>	<i>Member</i>	<i>Position/Committee Chair</i>
Avon	Mark Zacchio	
Bloomfield	Suzette DeBeatham-Brown	
Canton	Leslee Hill	First Vice Chair
Coventry	Joan Lewis	
East Granby	Jim Hayden	
East Hartford	Marcia Leclerc	Chair
Ellington	Lori Spielman	Secretary
Enfield	Peter Falk	
Farmington	Nancy Nickerson	
Glastonbury	Tom Gullota	
Hartford (1)	Luke Bronin	
Hartford (2)		
Manchester	Jay Moran	
Mansfield	Paul Shapiro	
Plainville	Katherine Pugliese	
Tolland	William Eccles	

West Hartford
Wethersfield
Windsor

Shari Cantor
Amy Bello
Don Trinks

Dave Kilbon made a motion to approve the Report of the Nomination Committee as presented. Jon Colman seconded. Motion carried unanimously.

8. Action: Approval of 2018 Policy Board Meeting Schedule:

Dr. Wray presented the proposed 2018 Policy Board Meeting Schedule and explained the schedule been provided to COST and CCM to avoid potential conflicts.

Joyce Stille made a motion to approve the 2018 Policy Board Meeting schedule as presented. Scott Shanley seconded. Motion carried unanimously.

9. Action: Approval of 2018 Executive Committee Meeting Schedule:

Dr. Wray presented the proposed 2018 Executive Meeting Schedule.

Joyce Still made a motion to approve the 2018 Executive Committee Meeting schedule as presented. John Elsesser seconded. Motion carried unanimously.

10. Action: Resolution Authorizing Execution of MOU for Funding Hartford Bicycle Plan:

Emily Hultquist presented this item to the Board. CRCOG has received a grant in the amount of \$10,000 from the Hartford Foundation of Public Giving to fund the City of Hartford's public involvement effort for its current project to create a city wide Bicycle Plan. CRCOG will act as the fiduciary for this grant. The resolution allows for CRCOG Executive Director to enter into a MOU with the City of Hartford on behalf of CRCOG for the purposes of funding public involvement activities for City of Hartford's Bicycle Plan development in the amount of \$10,000.

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

11. Action: Resolution Authorizing Planning Services Contract for development of a Comprehensive Economic Development Strategy for the Region:

Tim Malone presented this item to the Board. CRCOG received a grant in the amount of \$125,176 from the Economic Development Administration of the UIS Department of Commerce to conduct the 2018 update of the Comprehensive Economic Development Strategy (CEDS). The purpose is to conduct a situational assessment of the region,

develop “game changer” strategies, and assess the capacities necessary to implement the plan. The EDA requires a \$125,176 match, which will be provided by CRCOG, the Metro Hartford Alliance, and the Hartford Foundation of Public Giving. The resolution authorizes for CRCOG Executive Director to act on behalf of CRCOG in negotiating, entering into, and amending as may be necessary, a contract agreement for a total amount not to exceed \$175,000 with the consulting services firm of Fourth Economy Consulting to carry out the professional services required by CRCOG.

Scott Shanley made a motion to authorize the resolution. Joyce Still seconded. Motion carried unanimously.

METROPOLITAN PLANNING ORGANIZATION ACTION ITEMS:

12. Action: Resolution Regarding Targets for Safety Performance Measures:

Jon Colman presented this item to the Board. CRCOG has been designated by the governor of the State of Connecticut as the Metropolitan Planning Organization (MPO) responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for the Capitol Region. The resolution allows the MPO Policy Board to support CTDOT’s 2018 targets for the five star safety performance targets listed in this resolution and the MPO Policy Board will plan and program projects that contribute to the accomplishment of said targets.

Jon Colman made a motion to authorize the resolution. Dave Kilbon seconded. Motion carried unanimously.

13. Action: TIP Amendments:

Jon Colman presented the TIP amendments presented to the Board. The following amendments were presented to the Board for approval:

- Item #1 was a grant under FTA Section 5312 CTTransit and Greater Bridgeport Transit applied for; The grant award was lower than requested and it being modified in the TIP; Initially the proposal was for 12 buses (6 in Hartford Division, 6 in Bridgeport) and it will be scaled back to 4 buses (all in Bridgeport);
- Items #2 and #3 were projects that were selected under the regional Transportation Alternatives Set-Aside solicitation and represent the design and construction phases for projects in Hartford and New Britain.

Jon Colman made a motion to adopt the amendments. Dave Kilbon seconded. Motion carried unanimously.

Information/Opportunity/Resource Items:

14. 2017 Legislative Update and 2018 Legislative Agenda Preparation:

Kathie Lutz provided a 2017 Legislative Update. Dr. Wray referred to a draft 2018 Legislative Agenda for the Board that was distributed as a handout.

15. Memo from Lyle Wray to Policy Board dated December 4, 2017 re: Renewal of Lease:

Dr. Wray explained the current landlord has offered CRCOG additional meeting space to hold Policy Board and Transportation Committee meetings. The lease is coming due in August 2018. The plan is to move forward with renewing the lease at the current location.

16. Partner Invite 2018- Federal Certification Review for CRCGO as MPO:

Jon Colman stated there will be a Hartford Transportation Management Area (TMA) Certification Review on Monday, January 8, 2018 at MIRA, 211 Murphy Road, Hartford.

17. Other Business:

There was no other business.

18. Adjournment:

With no further discussion items, Chair Marcia Leclerc requested a motion to adjourn.

Joyce Stille moved adjourn meeting. Scott Shanley seconded. Motion carried unanimously. The meeting adjourned at 1:30 pm.