

**\*\* Special CRCOG Transportation Committee\*\***  
**(Acting on behalf of the Policy Board)**  
**MIRA, 211 Murphy Road, Hartford, CT**  
**Monday July 23<sup>rd</sup>, 2018**  
**12 Noon**

**Name**

Larry Baril  
 Chris Edge  
 Patrice Carson  
 Jonathan Thiesse  
 John Elsesser  
 Doug Wilson  
 Timothy Webb  
 John Cabibbo  
 Russ Arnold  
 Daniel Pennington  
 Kirk Severance  
 Jim Ford  
 Kevin Kelly  
 John Carrington  
 Peter Hughes  
 Carl Gandza  
 Gary Fuerstenberg  
 Stephen Sopolak  
 Tom Roy  
 Keith Hayden  
 Jeffrey Doolittle  
 Rick Zulick  
 Gerry Turbert  
 Scott Lappen  
 David Smith  
 Duane Martin  
 Bob Jarvis  
 Dana Steele  
 Jennifer Cassidy

**Organization**

Avon  
 Berlin  
 Bolton  
 Bloomfield  
 Coventry  
 East Hartford  
 Ellington  
 Enfield  
 Farmington  
 Glastonbury  
 Granby  
 Hartford  
 Hebron  
 Mansfield  
 Marlborough  
 New Britain  
 Newington  
 Rocky Hill  
 Simsbury  
 Southington  
 South Windsor  
 Stafford  
 Suffield  
 Tolland  
 Vernon  
 West Hartford  
 Windsor  
 Windsor Locks  
 GTHD

**DRAFT until**  
**Endorsed**  
**by the**  
**Committee**

**Guests**

Grayson Wright  
 Hugh Hayward  
 Darren Meyers  
 LaShaunda Drake

CTDOT  
 CTDOT  
 CTDOT  
 GHTD

**Staff**

Jennifer Carrier  
 Emily Hultquist

CRCOG  
 CRCOG

Devon Lechtenberg	CRCOG
Sotoria Montanari	CRCOG
Pramod Pandey	CRCOG
Cara Radzins	CRCOG
Karen Stewartson	CRCOG
Terri Thompson	CRCOG
Dr. Lyle Wray	CRCOG

**1. Roll Call** – Ms. Patrice Carson called the meeting to order at 12:05 p.m.

**2. Public Forum** – No one chose to speak.

**3. Adoption of Meeting Minutes from June 18<sup>th</sup>, 2018** – (Please note at the June 18<sup>th</sup> TC meeting John Cabibbo from the Town of Enfield was in attendance.) A motion was made by John Elsesser from the Town of Coventry, seconded by Timothy Webb from the Town of Ellington, with eight abstentions made by Patrice Carson from the Town of Bolton, Jim Ford from the City of Hartford, Keith Hayden from the Town of Southington, Peter Hughes from the Town of Marlborough, David Smith from the Town of Vernon, Stephen Sopelak from the Town of Rocky Hill, Gerry Turbert from the Town of Suffield, and Doug Wilson from the Town of East Hartford, to accept the meeting minutes from the June 18<sup>th</sup>, 2018 meeting. This motion was passed unanimously.

**4. Staff Report**

- Long Range Transportation Plan Update – Ms. Jennifer Carrier gave a brief update on the Long Range Transportation Plan (LRTP) update. Ms. Carrier noted that the LRTP is a guide for transportation investments in the Capitol Region through 2045. Mr. Rob Aloise is the CRCOG Project Manager for this update, and CRCOG has retained a consultant to assist. Stakeholder interviews and focus groups are anticipated for the late Summer and early Fall, with a full draft of the LRTP being completed in January 2019.
- Regional Safety Plan – Ms. Jennifer Carrier briefed the Committee on the Regional Safety Plan. Ms. Carrier stated that CTDOT has hired a consultant to complete this task will be meeting with each town. CTDOT and their consultant are in the process of completing Regional Safety Plans for two other regions. The Plan will include a priority list of recommendations along with cost estimates. CRCOG Staff will incorporate the findings of the Plan into the LRTP. Ms. Carrier said more updates will be given as the effort gets underway. Ms. Patrice Carson from the Town of Bolton asked who from the Towns would be engaged in the effort. Ms. Carrier responded that details are still being worked out, but it is likely that Town Managers, Public Works, and Law Enforcement will all be involved. Ms. Carson also inquired about the timeline of the effort, to which Ms. Carrier replied that the scope is currently being revised, with project kick-off anticipated for Fall 2018. Mr. Doug Wilson from the Town of East Hartford asked whether this effort was

separate from CTDOT's Community Connectivity Program. Ms. Carrier noted that this is separate and funded by the Local Road Accident Reduction Program.

- Traffic Incident Management Update – Ms. Terri Thompson, the Traffic Incident Management Coordinator for the Greater Hartford Region, went through the two handouts provided to Committee members. Ms. Thompson noted that the TIM Newsletter is the first of what is hoped to be published on a quarterly basis by the recently convened Greater Hartford TIM Coalition. On the subject of Diversion Plans, Ms. Thompson discussed working with CTDOT to get all diversion plans in GIS format, the advantages to having plans in GIS, and the process of plan-review meetings with towns and emergency responders to complete updating of these plans. Ms. Thompson asked Committee members about their familiarity with diversion plans, and many were unaware of plans. Ms. Thompson noted that she hopes that once updates are completed and plans are published in multiple formats, the plans will be considered a tool for use when incidents that require long term closures are required. Doug Wilson from the Town of East Hartford, commented on a recent airplane crash that resulted in several local roads and highway sections being closed and causing major traffic disruptions with little if any coordination between the response agencies including Homeland Security. Ms. Thompson noted that having a Unified Response Manual, another ongoing effort, would be useful in such situations. Ms. Thompson recommended that East Hartford discuss having a post incident briefing to go over issues, with CRCOG assisting in facilitating if needed.
- CTDOT Transportation Asset Management (TAM) Plan Update – Ms. Cara Radzins gave a brief update on the CTDOT Transportation Asset Management Plan. Ms. Radzins noted that the Committee had endorsed TAM performance measures last year. While MPOs only need to revisit these measures when passing a TIP or LRTP, transit providers are required to update the measures annually. These measures are also a key part of transit providers' TAM Plans, which are required to be completed by October 1, 2018. Ms. Radzins shared that CRCOG Staff has requested that a draft of CTDOT's TAM Plan be made available to the Committee for review and/or that CTDOT Staff give a presentation on the Plan at the September meeting. Ms. Radzins added that MPOs had recently been given an update on CTDOT's TAM performance measures for FY2019 as well as an update on the TAM Plan progress. She stated that a copy of the Power Point presentation is attached to the memo if anyone would like more information.
- Other – Ms. Jennifer Carrier announced to the Committee that July 23<sup>rd</sup> 2018 will be her last Transportation Committee meeting. Ms. Carrier stated that after more than 15 years she will be leaving CRCOG later this month to start another professional assignment. Ms. Carrier shared a memo with the Committee highlighting some of the Region's transportation accomplishments that have occurred over the years, and she made note of Chairman Jon Colman's important role to making it all happen. Ms. Patrice Carson, on behalf of the Transportation Committee, thanked Ms. Carrier for all of the work she's done for the Region.

## 5. LOTCIP

- Quarterly Review Report - Ms. Sotoria Montanari briefed the committee on the LOTCIP quarterly report for Quarter 4. Ms. Montanari highlighted the information from the attached two tables provided in the memo. She mentioned that CRCOG expended \$2.9M in Quarter 4 for two reconstruction projects; Windsor Day Hill Road and Bloomfield Granby Street Project. The cumulative total of LOTCIP funds expended for FY 2018 totaled \$11.7, an increase from the previous year. Ms. Montanari also discussed the expected expenditures listed by quarter, noting that Quarter 1 FY19 projections are for \$3.9M. Additionally, Ms. Montanari mentioned CRCOG received two Authorization to Advertise letters, two Authorization to Award Letters and four Commitment to Fund Letters. The Commitment to Fund letters were in response to the CRCOG letter sent out on June 15. Five towns also provided project scheduling updates to the committee.
- LOTCIP Fast-tracking-Staff Recommendations - Ms. Jennifer Carrier briefed the committee on the fast-tracking memo. She mentioned that CRCOG staff was pleased with the overwhelming commitment from the towns to accelerate their project designs in a compressed timeframe. CRCOG received over \$24M in projects from 14 towns. Ms. Carrier indicated that CRCOG staff assessed the project submittals for purpose and need and the municipality's ability to accelerate design delivery. The sub-committee approved the following four town projects selected:
  - Hartford - Boce Barlow Way Bridge Repair Project and Main Street Resurfacing Project
  - Newington - Complete Streets Upgrade
  - Rocky Hill - Dividend Road Pavement Rehabilitation Project
  - Windsor - Deerfield Road Pavement Rehabilitation Project

Additionally, Ms. Carrier added that the towns are committed to accelerating the design process and will work with CRCOG staff to complete any application gaps. Upon approval, CRCOG staff will release preliminary rankings for the balance of projects shortly after the meeting for discussion and action.

- Solicitation Update – Ms. Sotoria Montanari updated the committee. She mentioned that CRCOG staff is finalizing preliminary rankings to recommend to the committee for review and to be sent out shortly after this meeting. A meeting will be scheduled in August (second week) with the sub-committee to discuss and make recommendations to the transportation committee and policy board for their endorsement in September.

## 6. LOTCIP Funding Increase Cost Request Memo –

Ms. Sotoria Montanari briefed the committee on the LOTCIP funding increase request for the Folly Lane Bridge Replacement Project in Coventry. Ms.

Montanari mentioned that the project was approved through the 2017 LOTCIP Bridge funding solicitation as a Bridge Replacement Project and is currently in the application phase. She said the town of Coventry is requesting approval of a funding increase of \$254,400 from \$922,800 to \$1,177,200 (27.6% increase). The sub-committee recommended the approval in the Cost meeting. A motion was made by Timothy Webb of the town of Ellington, seconded by Jeffrey Doolittle of South Windsor to approve the funding increase from \$922,800 to \$1,177,000 for LOTCIP Folly Lane over Skungamaug River Bridge Replacement Project in Coventry. This motion was passed unanimously.

**7. TIP amendments** – Ms. Jennifer Carrier reviewed the TIP Amendments. A motion was made by Chris Edge from the Town of Berlin, seconded by Jim Ford from the City of Hartford. This motion was passed unanimously.

- Avon-Replace Bridge 04470 over Farmington River
- Hartford-Safety improvements, Homestead Ave. to Garden Street
- CTTransit Systemwide Bus Replacements FY 18
- Willington-Rehab Bridge 02169 over Lower Ruby Brook

**8. Performance Measures and Target Setting**

- Pavement – Ms. Jennifer Carrier stated that CRCOG has until November 16, 2018 to either adopt CTDOT’s targets or set our own related to pavement conditions on the National Highway System (NHS). Ms. Carrier shared CTDOT’s two- and four-year targets and explained that CRCOG Staff’s recommendation is the CRCOG endorse CTDOT’s targets as our own. CRCOG Staff also recommends that the Region do further analysis on pavement conditions on non-NHS roadways. Mr. John Elsesser from the Town of Coventry noted that the Connecticut Conference of Municipalities (CCM) recently partnered with StreetScan to offer pavement inspection and management services. Mr. Elsesser recommended that an overview of the Regional application of this program could be a good topic for a future presentation. With the Transportation Committee acting as the Policy Board, a motion was made by John Elsesser from the Town of Coventry, seconded by Jim Ford of the City of Hartford, to endorse CTDOT’s pavement condition performance measures.
- Performance of the National Highway System (NHS) – Ms. Jennifer Carrier stated that because the Sub-Committee had not had time to fully discuss this topic, it will be moved to the September meeting.

**9. Resolution Authorizing Supplemental Award and Execution of Loan Agreement Under MetroHartford Brownfields Revolving Loan Fund Program** – Ms. Emily Hultquist explained that because the Town of Somers declined its funding awarded under the MetroHartford Brownfields Revolving Loan Fund Program, CRCOG would like to reallocate some of the funds to the Silver Lane Plaza Remediation. The latter project had been partially funded under this program, and the reallocation of funds would allow for it to be fully funded. With the Transportation Committee acting as the

Policy Board, a motion was made by Peter Hughes from the Town of Marlborough, seconded by Doug Wilson from the Town of East Hartford, to authorize the Supplemental Award and Execution of Loan Agreement Under MetroHartford Brownfields Revolving Loan Fund Program. The motion was passed unanimously.

#### **10. Other Business**

- The next Transportation Committee meeting will be held on Wednesday, September 5<sup>th</sup>, 2018 (**TENTATIVE NEW DATE**). Ms. Patrice Carson mentioned to the Committee that due to the Jewish Holidays and ICMA Conference the Transportation Committee meeting will be held on an earlier date and on a different day than Monday. Committee members who are unable to attend this new date are asked to let Ms. Karen Stewartson know as soon as possible to ensure that there will be a quorum present at the meeting.

**11. Adjourn** – The meeting was adjourned at 12:50 pm.