

**** Special CRCOG Transportation Committee****
(Acting on behalf of the Policy Board)
MIRA, 211 Murphy Road, Hartford, CT
Monday June 18th, 2018
12 Noon

**DRAFT until
Endorsed
by the
Committee**

Name

Larry Baril
Chris Edge
Joyce Stille
Jon Colman
Jeff LeBeau
Lori Spielman
Peter Falk
Russ Arnold
Daniel Pennington
Kirk Severance
Sandy Fry
Kevin Kelly
Jeff LaMalva
Derek Dilaj
Rob Trottier
Gary Fuerstenberg
John Bossi
Jim Sollmi
Jeff Bord
Rick Zulick
Scott Lappen
Duane Martin
Derrick Gregor
Bob Jarvis
Jennifer Rodriguez
Jennifer Cassidy

Organization

Avon
Berlin
Bolton
Bloomfield
East Hartford
Ellington
Enfield
Farmington
Glastonbury
Granby
Hartford
Hebron
Manchester
Mansfield
New Britain
Newington
Plainville
Rocky Hill
Somers
Stafford
Tolland
West Hartford
Wethersfield
Windsor
Windsor Locks
GTHD

Guests

Charles Harlow
Jonathan Thiesse
Mary Deppe
Tony Lorenzetti
Ken Shooshan-Stoller

Fuss & O'Neill
Bloomfield
GHTD
T2 Center
FHWA-CT

Staff

Rob Aloise
Hedy Ayers
Jennifer Carrier
Emily Hultquist

CRCOG
CRCOG
CRCOG
CRCOG

Mary Ellen Kowalewski	CRCOG
Devon Lechtenberg	CRCOG
Sotoria Montanari	CRCOG
Pramod Pandey	CRCOG
Cara Radzins	CRCOG
Karen Stewartson	CRCOG
Dr. Lyle Wray	CRCOG

1. **Roll Call** – Chairman Jon Colman called the meeting to order at 12:05 p.m.
2. **Public Forum** – No one chose to speak.
3. **Adoption of Meeting Minutes from May 21st, 2018** – A motion was made by Peter Falk from the Town of Enfield, seconded by Joyce Stille from the Town of Bolton to accept the meeting minutes, from the May 21st, 2018 meeting. This motion was passed unanimously with abstentions from Ms. Stille and Scott Lappen from the Town of Tolland.
4. **Discussion: CRCOG Communications (facilitated session with CRCOG consultant)** – Ms. Hedy Ayers, CRCOG Special Projects Manager, and Peter Kozodoy, Chief Strategy Officer for GEM Advertising, kicked off a discussion to collect feedback that will be used to inform the development of a CRCOG Communications Plan. Ultimately, the agency is looking to identify ways to communicate more effectively with its members/various audiences, better showcase its successes and demonstrate how CRCOG adds value to the region. To date, input from CRCOG constituencies has been solicited via focus groups, targeted interviews, committee meeting discussions and an online survey.

Highlights of the discussion and key takeaways include:

- Members of the Transportation Committee seem satisfied with the communications they are receiving – via email and direct staff interactions. People who want CRCOG’s help are getting it, and staff is doing a great job!
- CRCOG is a well-kept secret. The average person on the street doesn’t know what valuable work CRCOG does (i.e. how much money flows through our programs, how we advocate on behalf of our member communities, etc.).
- While a marketing campaign/strategy could help educate the public about CRCOG activities, it will be challenging to convey where/how CRCOG fits into the overall intergovernmental system (too many entities).
- Simple strategies like using email blasts, talking to local papers, and sending little reminders can help spread the word about CRCOG’s work.
- The CRCOG website is useful for accessing bid solicitations.

- The Transportation Committee members may not be well-positioned to comment on CRCOG communications. They are a focused group of planners, public works officials, and engineers ('doers') that answer to their elected officials.
- In other areas of the country, the MPO is recognized, along with the Governor, DOT and the county, for their efforts in support of a project. In CT, project signage does not include the MPO—there is zero visibility to showcase our role in bringing a project to fruition.

5. **Endorsement of New Britain/Bristol Transit Study Recommendations** – Ms. Cara Radzins shared the comments that had been received by CRCOG related to the DRAQFT Final Report of the New Britain/Bristol Comprehensive Transit Service Analysis. Ms. Radzins noted that the comments largely dealt with the timeline of potential recommendations. Ms. Radzins shared that CRCOG staff had responded to each commenter and that the staff recommendation is that none of the comments require changes to the report document. A motion was made by Peter Falk from the Town of Enfield, seconded by Joyce Stille from the Town of Bolton to endorse and recommend to the Policy Board for adoption the recommendations of the New Britain/Bristol Comprehensive Transit Service Analysis, as described in the DRAFT Final Report. This motion was passed unanimously. With the Transportation Committee acting on behalf of the Policy Board, a motion was made by Peter Falk from the Town of Enfield, seconded by Joyce Stille from the Town of Bolton to adopt the New Britain/Bristol Comprehensive Transit Service Analysis and finalize study documents as presented in draft form. This motion was passed unanimously.
6. **Performance-Based Planning and Programming Narrative for TIP** – Ms. Jennifer Carrier reviewed the Performance-Based Planning and Programming Narrative for TIP, as required by FHWA. Ms. Carrier noted that any TIPs amended after May 27, 2018 must include this updated language. A motion was made by Peter Falk from the Town of Enfield, seconded by Joyce Stille from the Town of Bolton, to endorse the Performance-Based Planning and Programming Narrative for TIP. This motion was passed unanimously.
7. **BUILD Resolution** – A resolution was presented certifying that CRCOG is taking steps to add the Farmington Canal Heritage Trail Gap Closure and CT **fastrak** Connection project to its LRTP and TIP at least six months prior to the obligation date for BUILD funding. The resolution would also authorize Dr. Lyle Wray to execute documents related to the preparation of the BUILD application. The project involves completing gaps in the multi-use trail network, including a portion of the East Coast Greenway. A motion was made by Rob Trottier from the City of New Britain, seconded by Joyce Stille from the Town of Bolton, to approve and recommend the BUILD Resolution to the Policy Board. This motion was passed unanimously. With The Transportation Committee acting on behalf of the Policy Board, a motion was made

by Joyce Stille from the Town of Bolton, seconded by Lori Spielman from the Town of Ellington to endorse the BUILD resolution. This motion was passed unanimously.

8. LOTCIP

- **Solicitation general summary** – Ms. Sotoria Montanari reviewed the memo summarizing the project proposals that CRCOG received as part of the 2018 LOTCIP Solicitation. CRCOG received a total of 29 proposals from 22 towns representing requests for a total of \$48.8 million. Ms. Montanari reminded the committee that the CRCOG had made \$25.5M worth of LOTCIP funding available for projects under this solicitation.
- **Guidance from CTDOT** – Ms. Carrier summarized a June 6th e-mail from CTDOT regarding the status of the LOTCIP program post 2018/2019 State budget. As a reminder, since Special Transportation Fund solvency issues arose last Fall, the LOTCIP program has been in jeopardy of discontinuation. Ms. Carrier summarized the e-mail's content and highlighted CRCOG concerns regarding CTDOT's stated resource issues and vacant positions. The Letter that had been sent from CRCOG's Executive Director to CTDOT's Chief Engineer was also discussed, including CRCOG's 30, 60, and 90 day needs for additional LOTCIP Commitment to Fund Letters, and requesting additional staff or consultant resources be employed towards meeting these needs. Ms. Carrier added that the committee may want to continue holding on the approval of STP-Urban TIP amendments/actions until the issues highlighted in the letter are addressed to CRCOG's satisfaction.
- **Fast-tracking LOTCIP** – Ms. Jennifer Carrier stated that the recent STF issues will negatively impact the ramping-up of LOTCIP program expenditures and outlined the subcommittee's discussion. A motion was made by Peter Falk from the Town of Enfield to authorize staff to initiate the fast-tracking effort as discussed. The motion was seconded by Joyce Stille from the Town of Bolton and passed unanimously.

9. TIP Amendments

1. Ellington-Replace Bridge 02668 over Charters Brook
2. Avon-Replace Bridge 04470 over Farmington River
3. Hartford-Safety Improvements, Homestead Ave to Garden Street
4. CTTtransit Systemwide Bus Replacements
5. GHTD-Regional Bus Shelters FY18

Ms. Jennifer Carrier reviewed the TIP Amendments. Ms. Carrier informed the committee that Amendments 1, 2, and 3 each propose the utilization of STP-Urban funding. The committee was asked to consider whether it wished to resume approving STP-Urban TIP amendments, which were suspended when the LOTCIP program was suspended due to insolvency concerns related to the Special Transportation Fund (STF). Ms. Carrier reiterated that although LOTCIP has been reinstated, concerns remain regarding the shortage of CTDOT LOTCIP resources. Mr. Larry Baril from the

Town of Avon stated that he had great concerns regarding doing anything that may delay Item 2. He indicated that the project has been in the works for 20 years and that its current schedule involves project advertising very soon, with the anticipation of construction starting this season. Mr. Chris Edge from the Town of Berlin also noted that the bridge in question for Item 2 is located on a heavily travelled roadway. Mr. Jon Colman indicated that he thought each of the STP-Urban projects should be treated similarly – either all tabled or all approved. Mr. Jim Sollmi from the Town of Rocky Hill also noted that Items 2 and 3 already have dedicated funding and that the amendments are only seeking to transfer their funding source.

A motion was made by Jim Sollmi from the Town of Rocky Hill, seconded by Joyce Stille from the Town of Bolton to postpone action on items 1, 2, and 3 until the July meeting. This motion was passed with all in support except for two opposing votes; one from Larry Baril from the Town of Avon and one from Chris Edge from the Town of Berlin. A second motion was made by Joyce Stille from the town of Bolton, seconded by Peter Falk from the Town of Enfield to approve items 4 and 5. This motion was passed unanimously. With the Transportation Committee acting on behalf of the Policy Board a motion was made by Joyce Stille, from the Town of Bolton, seconded by Peter Falk to adopt items 4 and 5. This motion was passed unanimously.

10. Performance Measures and Target Setting

- **Bridge Conditions** – Ms. Jennifer carrier reviewed the current Bridge Conditions and CTDOT Performance Measure Targets with the Committee and the results of detailed discussions from the prior Cost Review Sub-Committee meeting. Ms. Carrier indicated that the Sub-Committee had recommended endorsement of the state two and four-year targets and recommended action items for CRCOG staff to help monitor and address bridge conditions. A motion was made by Peter Falk from the Town of Enfield, seconded by Joyce Stille from the Town of Bolton, to support the State’s two-year and four-year Bridge Conditions Targets. This motion was passed unanimously. With the Transportation Committee acting on behalf of the Policy Board, a motion was made by Joyce Stille from the Town of Bolton, seconded by Peter Falk from the Town of Enfield to support the State’s two-year and four-year Bridge Conditions Targets. This motion was passed unanimously.
- **Pavement Conditions** – Due to time constraints this item was not discussed at the Cost Review Sub-Committee Meeting that was held prior to the Transportation Committee Meeting. It was decided appropriate that the memo and topic would be discussed at the July meetings. A motion was made by Peter Falk from the Town of Enfield, seconded by Joyce Stille from the Town of Bolton to postpone acting on Performance Measures and Target Setting - Pavement Conditions issues until the July meeting. This motion was passed unanimously.

11. Metro Hartford Brownfields Revolving Loan Fund Program Resolutions – Ms. Mary Ellen Kowalewski shared that CRCOG has received a supplemental \$500,000

grant under the Metro Hartford Brownfields Revolving Loan Fund Program. Ms. Kowalewski noted that the new funding will allow for the completion of brownfield projects in Somers and Rocky Hill as well as the initiation of a project in East Hartford. She requested that the Transportation Committee, acting as the Policy Board, act on two resolutions:

- The first resolution would allow Dr. Lyle Wray to ender agreements related to the supplemental grant award. A motion was made by Joyce Stille from the Town of Bolton, seconded by Peter Falk from the Town of Enfield to accept the Resolution Authorizing Supplemental Awards and Execution of Subgrant and Loan Agreements. This motion was passed unanimously.
- The second resolution would authorize CRCOG to develop an on-call list for Licensed Environmental Professional Services and to enter into agreements with the firms on said list. A motion was made by Joyce Stille from the Town of Bolton, seconded by Peter Falk from the Town of Enfield to Authorize Selection of Firms for a Licensed Environmental Professional (LEP) on-Call List. This motion was passed unanimously.

12. Staff Reports:

- **ADA Self-Assessments and Transition Plans** – Ms. Cara Radzins shared a brief memo on ADA Self Evaluations and Transition Plans. Ms. Radzins noted that all municipalities that employ more than 50 individuals are federally required to identify ADA (American with Disabilities Act) deficiencies in crosswalks and sidewalks and develop a plan for fixing the identified problems. Ms. Radzins noted that CRCOG has developed a webpage (www.crcog.org/adaplans) with information about ADA Self Evaluations and Transition Plans. She also said that town who are interested in future trainings on this topic should send her an email, as Tony Lorenzetti, The T2 Center's Safety Circuit Rider, is willing to schedule a training in the Region for late 2018 or 2019 if there is sufficient interest. Mr. Peter Falk inquired whether this could be considered an unfunded mandate. Ms. Cara Radzins replied that that would be an accurate description, but that CRCOG needed to bring the requirement to the attention of its Towns. Ms. Radzins also noted that the Transition Plan is to include a schedule for improvements, which can be reviewed and amended annually by the municipality. Committee members expressed concern about the liability associated with identifying problems but not having the money to fix them. Ms. Sandy Fry from the City of Hartford noted that the ADA Transition Plan requirement has been in place since the 1990s. Ms. Fry added that Hartford is facing a lawsuit because of ADA-compliance issues, so even without a Transition Plan highlighting deficiencies, municipalities can still be held accountable for ADA infractions.
- **Other** – Dr. Lyle Wray briefed the Committee regarding a summit he attended that focused on Autonomous Vehicles. Dr. Wray also mentioned that Massachusetts Governor Baker recently approved a study that will focus on improving the rail link between Springfield and Boston. Improving the rail line from Springfield to Worcester is the key to being able to provide service between Hartford and

Boston, and the feasibility study will be complete in 2019. Mr. Peter Falk from the Town of Enfield asked when the funding for the remaining rail stations on the Hartford Line had been reinstated. Dr. Wray noted that this money had never been allocated and that there may be a need for innovative financing to fund the Enfield, Windsor Locks, Windsor, and West Hartford Stations. He added that the key tasks remaining related to improving rail access in the Region are finishing the stations, double-tracking all the way to Springfield, completing the link to Boston, and pursuing electrification.

13. Other Business – There was no other business discussed

14. Adjourn – The meeting was adjourned at 1:15 pm.