

**Cost Review Sub-Committee Meeting**  
**MIRA, 211 Murphy Road, Hartford, CT 06106**  
**Monday April 23<sup>rd</sup>, 2018**

**Name**

Larry Baril  
Chris Edge  
Jon Colman  
Todd Penney  
Jeff LeBeau  
John Cabibbo  
Russ Arnold  
Daniel Pennington  
Kirk Severance  
Jim Ford  
Kevin Kelly  
Jeff LaMalva  
Derek Dilaj  
Peter Hughes  
Rob Trottier  
John Bossi  
Jim Sollmi  
Jeff Shea  
Keith Hayden  
Jeff Doolittle  
Rick Zulick  
Gerry Turbert  
Heidi Samokar  
David Smith  
Duane Martin  
Derrick Gregor  
Bob Jarvis  
Jennifer Rodriguez  
Rick Baldwin

**Organization**

Avon  
Berlin  
Bloomfield  
Coventry  
East Hartford  
Enfield  
Farmington  
Glastonbury  
Granby  
Hartford  
Hebron  
Manchester  
Mansfield  
Marlborough  
New Britain  
Plainville  
Rocky Hill  
Simsbury  
Southington  
South Windsor  
Stafford  
Suffield  
Tolland  
Vernon  
West Hartford  
Wethersfield  
Windsor  
Windsor Locks  
CCEJ

DRAFT until  
Endorsed by  
the  
Committee

**Guests**

Peter Falk  
Roy Seelye  
CJ Gandza  
Jonathan Thiesse

Enfield  
Beta Group  
New Britain  
Bloomfield

### Staff

Rob Aloise	CRCOG
Jennifer Carrier	CRCOG
Sotoria Montanari	CRCOG
Karen Stewartson	CRCOG

1. **Roll Call** – Mr. Jon Colman called the meeting to order at 11:30 am
2. **Public Forum**- No one chose to speak.
3. **Adoption of February 12<sup>th</sup>, 2018 Subcommittee Meeting Minutes** - A motion was made by Russ Arnold from the Town of Farmington, seconded by Bob Jarvis from the Town of Windsor, with one abstention made by Todd Penney from the Town of Coventry to accept the meeting minutes from the February 12<sup>th</sup>, 2018 meeting. This motion was passed unanimously.
4. **LOTICIP Update** –
  - Quarterly Review (Q3) – Ms. Sotoria Montanari reviewed the LOTICIP Quarterly Reporting Memo. The highlights of Quarter 3 were summarized as follows:
  - CRCOG expended \$1,777,515 in Quarter 3 FY18 (Glastonbury Hebron Avenue Project and Granby Route 10/202 Sidewalk Installation Project), with cumulative totals of \$6,948,957.
  - CRCOG's projections for remaining FY18 expenditures are approximately \$11.7M, making cumulative total for FY18 \$18.7M.
  - CRCOG received four (4) of the ten (10) expected Quarter 3 design submissions
  - CRCOG anticipates receipt of nine (9) design submissions in Quarter 4 of FY2018
  - Four (4) projects received Authorization to Advertise, two (2) projects received an Authorization to Award Letter, and five (5) projects are expected to receive Authorization to Award letters next quarter.

Three municipalities provided scheduling updates:

- East Hartford (Brewer Street) – The preliminary design submission has slipped from January 2018 to June 2018. The town mentioned the project was delayed due to combining Brewer Street Phases 1 and 2 (federalized program) with Phase 3 (LOTICIP) and the town maintaining the same design consultant. Under the federalized program, a more comprehensive process is used in the decision-making process.
  - New Britain (East Street/Myrtle Street) – The preliminary design submission schedule has slipped from March 2018 to May 2018. The town explained that the channelized right turn lane took three months for CTDOT to review.
  - Windsor Locks (Route 75) – The 90% design submission slipped from March 2018 to May 2018. The town explained that there are over 80 property owners to coordinate with and they needed to secure 37 permanent easements which pushed the schedule.
- Ms. Montanari also reviewed the program and financial summary table.
5. **STP-Urban Update**- Ms. Jennifer Carrier provided an update to the committee regarding STP-Urban funding programming for CRCOG. Ms. Carrier indicated that CRCOG staff had recently received a request from CTDOT to consider approving approximately \$6 million of FY2018

STP-Urban funding for two existing projects. CRCOG had also learned that the unprogrammed portion of its FY2018 STP-Urban funds is currently approximately \$14 million, with that amount being the result of \$8 million in carryforward from prior years (which included the slipping of a large project's FY2018 construction phase to into future years) and \$6 million of FFY2018 unprogrammed funds. Ms. Carrier indicated that, in a meeting with CTDOT, CRCOG proposed other strategies for expending STP-Urban funding including the potential transition of a few select LOTCIP funded projects into the STP-Urban program. Ms. Carrier indicated that CTDOT was not receptive to this, due in part to previous DOT directives relating to new projects and limited CTDOT staff resources.

CRCOG relayed that CTDOT also indicated that the requested \$6 million of STP-Urban expenditures this FFY would solve financial expenditure guidance associated with federal funding, which would be difficult to solve in another manner. CTDOT indicated that if the funds are not expended they would most likely carryover. Ms. Carrier indicated that it was relayed to CTDOT the Committee would discuss the item in May, hoping to have a solution to the STF shortfall. Ms. Carrier indicated that the one positive from the meeting was that CTDOT indicated that if LOTCIP is discontinued, much of the current STP-Urban programming for future years would need to find other funding sources so that there would be room for LOTCIP projects to transition.

Ms. Carrier relayed that CTDOT has been strategizing regarding possible policies associated LOTCIP discontinuation, including a plan for LOTCIP projects transitioning to STP-Urban funding. Mr. Dan Pennington inquired regarding if the STP-Urban program policies would be new or mimic previous STP-Urban policy. Ms. Carrier indicated CTDOT's initial vision for STP-Urban policy involves 100% municipally funded Design phases, and 100% federal and state funded Construction phases – similar to LOTCIP. CTDOT also shared that they have drafted some additional general policy and have forwarded it to FHWA for potential feedback. CTDOT anticipates being ready to share the results of this with the COGs within a month or so. Ms. Carrier indicated that CRCOG has reminded CTDOT of its desire to be included in the process of drafting policy, and has offered to take a substantial role in performing (or assisting with) the administration of the STP-Urban program, similar to its current role in the LOTCIP process. Mr. Jon Colman advised CRCOG staff to contact FHWA directly regarding the possibility of CRCOG either partially or fully administering the STP-Urban program. Mr. Colman suggested outreaching directly to Amy Jackson-Grove, CT Division Administrator.

**6. Other Business-** No other business was discussed.

- The next Cost Review Subcommittee meeting is tentatively scheduled for Monday, May 21, 2018 at 11a.m.

**7. Adjourn-** The meeting was adjourned at 12:05 p.m.