

**Transportation Committee**  
**CRCOG, 241 Main Street, 3rd Floor, Hartford, CT 06106**  
**Monday, February 25<sup>th</sup>, 2019**  
**12 Noon**

| <u>Name</u>        | <u>Organization</u> |
|--------------------|---------------------|
| Larry Baril        | Avon                |
| Chris Edge         | Berlin              |
| Patrice Carson     | Bolton              |
| Jon Colman         | Bloomfield          |
| Neil Pade          | Canton              |
| Doug Wilson        | East Hartford       |
| Timothy Webb       | Ellington           |
| Donald Nunes       | Enfield             |
| Daniel Pennington  | Glastonbury         |
| Sandra Fry         | Hartford            |
| Jeff LaMalva       | Manchester          |
| Derek Dilaj        | Mansfield           |
| Peter Hughes       | Marlborough         |
| Mark Moriarty      | New Britain         |
| Gary Fuerstenberg  | Newington           |
| John Bossi         | Plainville          |
| Jim Sollmi         | Rocky Hill          |
| Keith Hayden       | Southington         |
| Jeffrey Doolittle  | South Windsor       |
| Rick Zulick        | Stafford            |
| Gerry Turbert      | Suffield            |
| Scott Lappen       | Tolland             |
| David Smith        | Vernon              |
| Derrick Gregor     | Wethersfield        |
| Duane Martin       | West Hartford       |
| Bob Jarvis         | Windsor             |
| Jennifer Rodriguez | Windsor Locks       |
| Jennifer Cassidy   | GHTD                |

| <u>Guests</u>      |              |
|--------------------|--------------|
| Jonathan Thiesse   | Bloomfield   |
| George P. Norman   | Glastonbury  |
| Anthony Lorenzetti | UConn        |
| Mary Deppe         | GHTD         |
| James Kalpa        | VHB          |
| Michael Fisher     | BL Companies |
| Carl Sferrazza     | Enfield      |
| Stephen Gazillo    | AECOM        |
| Kevin Tedesio      | AECOM        |
| Julia Carey-Ruiz   | AECOM        |

**DRAFT until  
Endorsed  
by the  
Committee**

**Staff**

|                   |       |
|-------------------|-------|
| Hannah Casey      | CRCOG |
| Mike Cipriano     | CRCOG |
| Emily Hultquist   | CRCOG |
| Devon Lechtenberg | CRCOG |
| Sotoria Montanari | CRCOG |
| Cara Radzins      | CRCOG |
| Karen Stewartson  | CRCOG |
| Terri Thompson    | CRCOG |
| Dr. Lyle Wray     | CRCOG |

1. **Roll Call** – Mr. Jon Colman called the meeting to order at 12:00 p.m. Mr. Colman welcomed Carl Sferrazza as a new representative from Enfield.
  
2. **Public Forum** – There was no public comment.
  
3. **Adoption of Meeting Minutes from January 14<sup>th</sup>, 2019** – A motion was made by Chris Edge from the Town of Berlin, seconded by Patrice Carson from the Town of Bolton to accept the January 14<sup>th</sup>, 2019 meeting minutes. This motion was passed unanimously with one abstention made by Todd Penney from the Town of Coventry.
  
4. **Staff Report**
  - **T2 Center-Workzone Safety Equipment Packages and Training** – Ms. Cara Radzins told the Committee that the T2 Center has made Workzone Safety Equipment Packages and training available to all towns. She commended the T2 Center for its commitment to safety and for making this benefit available. She introduced Mr. Anthony Lorenzetti, the T2 Center’s Safety Circuit Rider, who gave additional details on the equipment packages and available training. Mr. Lorenzetti said the purpose of the program is to help Connecticut’s cities and towns make their work zones safer for roadway workers, motorists, and pedestrians, and he noted that staff must receive the training before a town can receive the equipment. Mr. Lorenzetti mentioned that four training sessions will be held in the Capitol Region as follows: Bolton on March 28, Hebron on April 9, Mansfield on April 16, and Granby on April 30. He encouraged individuals to sign up soon, as spots will be granted on a first-come-first-serve basis.
  
  - **Eversource Utility Relocation Charges Update** – Mr. Mike Cipriano updated the Committee on Eversource Utility Relocation Charges. Mr. Cipriano noted that on January 31<sup>st</sup>, 2019, PURA issued a Review of Public Utility Structures and Poles within the Municipal Rights of Way to Connecticut’s Utility Providers. Requests were sent to Frontier, Eversource, and Verizon, and they are in the process of collecting data and will keep the Committee informed. Mr. Cipriano also said that Guidelines for Cost Reimbursement for Utility Relocation appears to comply with the laws, however some towns with relocation projects don’t believe Eversource is conforming to the law. Earlier this year, CRCOG staff polled towns and asked them to provide any questions regarding the table. Through the Town Manager of

Coventry, John Elsesser, those questions were posed to Eversource about three weeks ago. Mr. Cipriano said that a response had been expected by February 15<sup>th</sup> but has not yet been received. The Committee will be updated on any future developments. Mr. Jon Colman suggested that if Eversource does not supply the clarification needed or towns still believe Eversource isn't following the law, CRCOG's Policy Board may want to explore filing a complaint with PURA. Mr. Peter Hughes noted that the Town of Marlborough will be filing a complaint directly. A motion was made by Patrice Carson from the Town of Bolton seconded by Peter Hughes from the Town of Marlborough to suggest to the Policy Board that they file a complaint letter to PURA, as appropriate. This motion was passed unanimously.

- **LOTCHIP Project Cost Analysis-** Ms. Sotoria Montanari reviewed the cost analysis of the LOTCHIP Projects. At the January Sub-Committee meeting, there was a discussion regarding the cost increases in LOTCHIP program. The committee requested a cost analysis from the application submittal to the Authorization to Award. Ms. Montanari stated that the tables and graphs provided represent the flow of costs throughout the LOTCHIP project cycle. The tables represent projects that have received *Commitment to Fund Letters*, a total of 46 projects.

CRCOG initially approved just under \$68 million in LOTCHIP projects from the solicitations. Twelve (12) projects received funding increases, totaling \$4.9 million or 7.7% of the initial total. Ms. Montanari reviewed the twenty-four (24) projects that have received Authorization to Award Letters and are represented on the blue table. Five (5) projects received increases totaling \$2.7 million or 9.1% of the initial approved total. The totals on the bottom of the tables highlighted in yellow represent numbers used in the graph. The final total Authorization to Award amounts totaled \$29.5 million, or approximately 1% more than the initial solicitation award, and approximately 7.5% less than the total amount when considering funding increases. Committee members noted that this is positive news and represents an additional success of the LOTCHIP program.

- **Air Quality Conformity Analysis** – Ms. Cara Radzins announced that CTDOT's Air Quality Conformity Analysis (AQCA) is currently available for a 30-day public comment period. Ms. Radzins explains that CTDOT performs the AQCA on a statewide basis due to overlap between planning region boundaries and air quality analysis districts. The AQCA is updated when a new TIP or MTP are developed. Analysis shows that the State's MTPs and TIPs are within the approved 2009 motor vehicle emissions budgets. The full document is available on the CRCOG website, and comments can be sent to Tim Malone by March 22<sup>nd</sup>.
- **New Community Connectivity Grants** – Ms. Emily Hultquist mentioned that on January 25<sup>th</sup>, CTDOT Commissioner Giulietti announced \$13.4 million of Community Connectivity Grants to Connecticut municipalities. These grants fund infrastructure construction grants for local initiatives that will improve the safety and accessibility for bicyclists and pedestrians in urban, suburban, and rural community centers. CRCOG towns received just over \$3 million of these funds in

nine different communities. The projects to be funded in the CRCOG region are a mixture of trail and roadway infrastructure projects that will provide access to multiple modes of mobility.

- **CTrides Quarterly Report** – Mr. Devon Lechtenberg noted that CT**rides** had a very busy third quarter of 2018. Several programs were either launched or reinvented. The Road Scholar program assisted college students around with state with exploring transit options to and from their institutions. Mr. Lechtenberg explained that a new transit rewards program began where transit users who present their tickets or passes can receive discounts on purchases such as their morning coffee and muffins. CT**rides** has brought on a new marketing agency, The Watsons or NYC, in order to revamp their advertising strategy. The collaboration with Beworks, the behavioral economic analysis firm, has produced some analyses and results, which are detailed in the Quarterly Report. Mr. Lechtenberg noted that most of the takeaways concern the nature and effectiveness of marketing transportation demand management to current and potential ridership. Mr. Lechtenberg referenced that customer service statistics can be found in the report. He also shared that during this quarter the Ridematching & Rewards Program added 964 members, which reduced trips of SOVs by 220,983 miles and VMT by 3.7 million, which translates into reduced emissions.
- **Section 5310 Grant Program Application Announcement** – Mr. Devon Lechtenberg told the Committee that Section 5310 applications are now available for the Federal Fiscal Year (FFY) 2018 funding cycle. Mr. Lechtenberg noted that this program offers funding for Enhanced Mobility of Seniors and Individuals with Disabilities. This program is generally applied for by Human Services or related municipal departments, but CRCOG staff wanted to share the information with the Transportation Committee as well to ensure it was on everyone's radar. Applications are due to CTDOT and CRCOG by Friday, April 12<sup>th</sup> at 4:00pm. CRCOG staff will be sending out notifications to town staff on our primary contact lists later this week. This will allow ample time for towns to notify transit operators and place public notices in major newspapers, which are requirements for some funding types under this grant program. Details can be found on the CTDOT's 5310 website at [www.ct.gov/dot/5310](http://www.ct.gov/dot/5310)
- **Regional Bikeshare RFP** – Ms. Emily Hultquist informed the Committee of the upcoming Regional Bikeshare Request for Proposals (RFP). Ms. Hultquist mentioned that In 2014, realizing the success of many other metropolitan areas across the country in the area of bike share programs, CRCOG and the Greater Hartford Transit District led a study to determine the feasibility of Regional Bikeshare for the Capitol Region. The result was the Metro Hartford Region Bikeshare Plan. While the plan garnered a great deal of support from municipalities and other partners, the concept of regional bikeshare never took shape as the administration of such systems proved not only costly, but labor intensive and out of the realm of possibility for the capacity of participating planning partners in 2014. Bikeshare in concept and execution has evolved significantly in the past five years.

A recent pilot in the City of Hartford was made possible because of new dockless bikeshare programs which do not carry a capital or operating cost for the host municipality. CRCOG has noted that the interest in bike share amongst Capitol Region communities has been piqued, particularly in the last 12-18 months after the Hartford pilot test. CRCOG staff recommend that the agency issue a Regional RFP so that as a region we can specify our expectations, exhibit our interest to suppliers, and potentially move forward with a long term program. CRCOG will be issuing a call for interested communities to join in the process of developing a regional bikeshare RFP, as it will be important that all interested communities have a voice in shaping the vision for bikeshare for the Capitol Region.

Committee members asked if the City of Hartford needed to pay for the Lime Bike pilot and whether towns would now be expected to contribute financially following the RFP. Ms. Sandra Fry from the City of Hartford noted that the City did not pay for Lime but rather had an agreement with them to use the City's right-of-way. It is expected that this would be the approach for the regional system. Following Lime's launch, Ms. Fry was contacted by other dockless bikeshare providers who were interested in coming to Hartford. As such, it seemed most appropriate to use a more complete procurement for a regional system. A committee members asked how far out into the region would be reasonable for this system. Ms. Hultquist replied that this is to be determined. She noted that such a system would be useful for first and last mile connections with transit and that it would be possible to implement a phased approach. Further discussion ensued about how dramatically the economics of bikeshare have changed since 2014, with Dr. Lyle Wray noting that dockless systems are much less expensive and are being backed by venture capital. Economies of scale still apply, however, so a regional system would be more cost effective than several individual ones. Dr. Wray also noted that there is some controversy surrounding the electric scooters that can accompany dockless bikeshare systems. Towns will need to decide individually how they want to handle these vehicles. Additional discussion was held regarding the potential use of some virtual docks or bike racks. A committee member also noted that having access to the data related to the geography and usage of the bikes in the Lime pilot in Hartford would be useful to have as towns decide how to move forward. It was also noted that while CTDOT has been involved in some previous conversations related to bikeshare, this issue will generally be overseen at the local level, with CRCOG available to assist as needed.

- **Other** – Ms. Sandra Fry from the City of Hartford mentioned to the Committee that a workshop on Mini Roundabouts to be held on Thursday, March 7<sup>th</sup>, at 50 Jennings Road, Hartford CT from 9am-11am. If individuals are interested in attending, they should contact Ms. Fry.
- 5. LOTCIP Project Increases** – Ms. Sotoria Montanari reviewed the LOTCIP funding increase request for the Multi-Use Trail project on Mountain Road (Route 168) in Suffield. Ms. Montanari mentioned that this project was approved under the 2015 LOTCIP Solicitation and is currently in the application phase. The Town of Suffield is

requesting a funding increase of \$392,400 from \$355,200 to \$747,600 to address feedback from a CTDOT application review. Specifically, CTDOT requested that the town review drainage impacts to the roadway, the proposed trail elevation, and whether sloping grading impacts will be within the right of way. Ms. Montanari stated that the town hired a consultant firm that completed a detailed topographical survey. They determined that there would be considerable easement requirements. Ms. Montanari said that because of the proposed grading and for the trail to remain in the right of way and to create a more substantial trail structure, the costs increased substantially. Additionally, a three-rail wood fencing was recommended. Mr. Gerald Turbet had provided additional clarification and information to the Sub-Committee, and that group recommended that the cost increase be approved by the full Committee.

A motion was made by Mark Moriarty from the City of New Britain seconded by Bob Jarvis from the Town of Windsor to approve an additional \$392,400 of LOTCIP funding for the project, increasing the cost from \$355,200 to \$747,600. This motion was passed unanimously.

- 6. Transportation Alternatives Set-Aside Program Solicitation** – Ms. Cara Radzins mentioned to the Committee that the Fixing America’s Surface Transportation Act (FAST Act) will expire in 2020. To be prepared for subsequent legislation, CRCOG will soon be soliciting for Transportation Alternative Set A-side Program (TASP) project proposals for the five-year period of FFY2021 to FFY2025. While this solicitation will assume continuation of current funding levels, future legislation will dictate how many projects can be initiated. Ms. Radzins also said that prioritized projects must be submitted by Transportation Management Area (TMA). As such, CRCOG staff is seeking input from the Transportation Committee on how to proceed before releasing the solicitation. Funding allocations are \$5,789,900 for the Hartford TMA and \$565,610 for the Springfield TMA, for a total of \$6,355,510. All Springfield funds must be used in CRCOG Towns. The Hartford TMA, though composed mostly of CRCOG Towns, also includes towns from Northwest Hills COG, Naugatuck Valley COG, and Lower Connecticut River Valley COG. Thus, CRCOG must submit a joint project ranking with these MPOs. CRCOG Staff recommends that we submit four projects, with one being from NVCOG. Ms. Radzins stated that the Sub-Committee discussed whether to cap the NVCOG project at \$1 million (the “fair share” of the funding allotment based on TMA population distribution) or to allow NVCOG to submit a project of the same size (\$1.5-\$2m) as CRCOG towns will be allowed to submit. Ms. Radzins stated that once CRCOG staff understand the parameters for including the NVCOG project, a solicitation will be distributed within a few weeks with details. Further discussion regarding the ranking process for this program will occur at the March 25<sup>th</sup> Cost Review Sub-Committee meeting. The Sub-Committee passed a motion to recommend to the Transportation Committee that NVCOG be able to submit a project of the same size as CRCOG projects. A motion was made by Mark Moriarty from the City of New Britain seconded by Chris Edge from the Town of Berlin to accept this action. This motion was passed unanimously.

**7. Active Transportation Subcommittee Formation** – Ms. Emily Hultquist mentioned to the Committee that at the December Transportation Committee meeting, CRCOG staff presented information about their efforts to draft a regional Complete Streets Policy. The Committee advised staff to form an Active Transportation Subcommittee (ATS) to involve the towns in developing the policy, which will ultimately get endorsed by the Transportation Committee and approved by the Policy Board. To help move the process forward, Ms. Hultquist suggested that the Transportation Committee direct staff to form the ATS with a cross-section of Transportation Committee members. The ATS would be comprised of approximately 12 members and would ideally have equal representation from each of the community types identified in the Regional Plan of Conservation and Development.

Ms. Hultquist said that staff would send an invitation to all towns then follow up as needed to ensure the ATS is representative of the Region. Ms. Hultquist also noted that the ATS will report back on its progress at the September Transportation Committee meeting. There was a question as to how the ATS relates to the Bike/Ped Subcommittee. Ms. Hultquist explained that the Bike/Ped Subcommittee includes Transportation Committee members, advocates, and representatives of other agencies. Because the ATS will be charged with creating a CRCOG policy, it was determined that only Transportation Committee members should be included on the ATS. There was discussion related to whether there was flexibility as to the number of members of the ATS. It was noted that the Cost Review Sub-Committee used to have only eight members but has since ballooned in size. Ms. Cara Radzins stated that all interested towns should respond to Ms. Hultquist. CRCOG staff will then assess the number of potential members and determine whether it is a manageable size or if there needs to be further discussion. A motion was made by Patrice Carson from the Town of Bolton, seconded by Sandra Fry from the City of Hartford to endorse the creation of an Active Transportation Sub-Committee (ATS) to help develop a Complete Streets policy. This motion was passed unanimously.

**8. TIP Amendments** – There were no TIP amendments this month.

**9. Presentation: CRCOG Metropolitan Transportation Plan** – Mr. Steve Gazillo of AECOM gave a brief presentation on the CRCOG Metropolitan Transportation Plan (MTP), which lays out a vision for the Region’s transportation system between now and 2045, including highway, transit, freight, and bike/ped improvements. The MTP also addresses emerging technologies and innovative financing options. Ms. Cara Radzins noted that the public comment period for the MTP is open until March 22<sup>nd</sup>. She added that the full document is available at [www.crcogconnect2045.com](http://www.crcogconnect2045.com) and the CRCOG website. Comments may be submitted through the website or sent directly to Tim Malone. Ms. Radzins stated that staff will seek the Transportation Committee’s endorsement of the MTP on March 25<sup>th</sup>, followed by requested adoption from the Policy Board on March 27<sup>th</sup>. There was discussion about how transit operations and service planning are addressed within the MTP since CRCOG does not operate any transit services. Ms. Cara Radzins noted that the MTP is fiscally constrained and while CRCOG staff had the ability to program some highway funds, all FTA funding for the

Region was programmed by CTDOT. Ms. Radzins added, however, that the MTP still includes several recommendations for unfunded needs related to transit. Dr. Lyle Wray noted that the focus on future transit in the Capitol Region should be priority transit corridors coupled with micromobility. Dr. Wray added that transit will change drastically before 2045 and that CRCOG's upcoming update of its Regional Transit Strategy will take a deeper look at this issue.

**10. Other Business:** There was no other business discussed

**11. Adjourn:** The meeting was adjourned at 1:11 pm.