

**Cost Review Sub-Committee Meeting**  
**CRCOG, 241 Main Street, 3<sup>rd</sup> Floor, Hartford, CT 06106**  
**Monday March 25<sup>th</sup>, 2019**  
**11:30 AM**

<u>Name</u>	<u>Organization</u>
Larry Baril	Avon
Chris Edge	Berlin
Jon Colman	Bloomfield
Patrice Carson	Bolton
Todd Penney	Coventry
Doug Wilson	East Hartford
Timothy Webb	Ellington
Donald Nunes	Enfield
Russ Arnold	Farmington
Kirk Severance	Granby
Kevin Kelly	Hebron
Sandy Fry	Hartford
Jeff LaMalva	Manchester
John Carrington	Mansfield
Peter Hughes	Marlborough
Gary Fuerstenburg	Newington
John Bossi	Plainville
Stephen Sopolak	Rocky Hill
Tom Roy	Simsbury
Heidi Samokar	Tolland
David Smith	Vernon
Duane Martin	West Hartford
Derrick Gregor	Wethersfield
Bob Jarvis	Windsor
Jennifer Rodriguez	Windsor Locks
Jennifer Cassidy	GHTD

**DRAFT until  
Endorsed by  
the  
Committee**

**Guests**

Jonathan Thiesse	Bloomfield
Kasia Purciello	Enfield

**Staff**

Robert Aloise	CRCOG
Cara Radzins	CRCOG
Sotoria Montanari	CRCOG
Karen Stewartson	CRCOG

1. **Roll Call** – Mr. Robert Aloise called the meeting to order at 11:30 am
2. **Public Forum** – No one chose to speak.

3. **Adoption of February 25<sup>th</sup>, 2019 Subcommittee Meeting Minutes** – A motion was made by Chris Edge from the Town of Berlin, seconded by Sandra Fry from the City of Hartford. This motion was passed unanimously with abstentions by Tim Webb from the Town of Ellington, Stephen Sopelak from the Town of Rocky Hill, Russ Arnold from the Town of Farmington, Tom Roy from the Town of Simsbury, Kirk Severance from the Town of Granby, and Kevin Kelly from the Town of Hebron.
  
4. **2019 Transportation Alternatives Set-Aside Program Solicitation Guidance** – Ms. Cara Radzins reviewed the Transportation Alternatives (TA) Set-Aside Program Draft Solicitation Guidance. Ms. Radzins explained that staff was looking for Subcommittee and Transportation Committee feedback so that the guidance could be finalized. She explained that the proposed approach for project selection would follow previous years, with CRCOG staff selecting a short list of projects to be presented to the Transportation Committee for ranking. These presentations would occur at a special Transportation Committee meeting, proposed for June 3, 2019. Ms. Radzins reminded the Subcommittee that this year's TA Set-Aside projects must be submitted by Transportation Management Area, and, as approved at the February meetings, one of the Hartford TMA projects would come from the Naugatuck Valley Council of Governments (NVCOG). It was noted that this was the first year a solicitation was being handled this way, and Ms. Radzins asked the Subcommittee to discuss how the NVCOG project should be ranked against the CRCOG projects. She outlined two possible options: 1) the NVCOG project is assigned a predetermined ranking or 2) CRCOG staff reviews the project in comparison to the CRCOG projects and makes a recommendation on how it should be ranked. The Subcommittee discussed the options and asked for clarification on how much funding NVCOG may get from other TMAs. Mr. Rob Aloise explained that NVCOG would only be able to submit a project from Thomaston, Bristol, or Plymouth under our solicitation because those are the only NVCOG towns within the Hartford TMA. Several Subcommittee members noted that while it would be easy to say that the NVCOG project should be given the lowest priority, such an approach would be short-sighted, and the project should be ranked on its merit. Some concern regarding CRCOG staff's ability to understand the nuances of the NVCOG project's regional impact was voiced, and Mr. Aloise noted that NVCOG staff would be consulted as needed. A motion was made by Patrice Carson from the Town of Bolton, seconded by Stephen Sopelak from the Town of Rocky Hill to recommend that Transportation Committee endorse the approach that would allow CRCOG Staff to recommend where the NVCOG project should be placed within the Hartford TMA priority project list. This motion was passed unanimously.

Questions were raised regarding TA Set-Aside project eligibility, specifically related to bus shelters and park trails. CRCOG staff will investigate these questions and post additional guidance on the CRCOG website at <http://crcog.org/rfprfq/>.

5. **Other Business** – There was no other business discussed.
  - **The next Cost Review Subcommittee meeting is scheduled for Monday, April 22<sup>nd</sup>, 2019 at 11:30 am.**
  
6. **Adjourn** – The meeting was adjourned at 11:47 am