

Cost Review Sub-Committee Meeting
CRCOG, 241 Main Street, 3rd Floor, Hartford, CT 06106
Monday April 22nd, 2019
11:00 AM

<u>Name</u>	<u>Organization</u>
Chris Edge	Berlin
Jonathan Thiesse	Bloomfield
Patrice Carson	Bolton
Todd Penney	Coventry
Doug Wilson	East Hartford
Timothy Webb	Ellington
Donald Nunes	Enfield
Russ Arnold	Farmington
Kirk Severance	Granby
Sandy Fry	Hartford
John Carrington	Mansfield
Peter Hughes	Marlborough
Jim Sollmi	Rocky Hill
Jeff Shea	Simsbury
Jeffrey Doolittle	South Windsor
Scott Lappen	Tolland
Duane Martin	West Hartford
Derrick Gregor	Wethersfield
Bob Jarvis	Windsor

**DRAFT until
Endorsed by
the
Committee**

Guests

No guests were present

Staff

Robert Aloise	CRCOG
Sotoria Montanari	CRCOG
Karen Stewartson	CRCOG

1. **Roll Call** – Ms. Patrice Carson called the meeting to order at 11:10 am
2. **Public Forum** – There was no public comment.
3. **Adoption of March 25th, 2019 Subcommittee Meeting Minutes** – A motion was made by Timothy Webb from the Town of Ellington, seconded by Jeffrey Doolittle from the Town of South Windsor. This motion was passed unanimously.
4. **LOTICIP Quarter 3 Quarterly Report Update** – Ms. Sotoria Montanari reviewed the LOTICIP Quarterly Reporting Meeting Memo for Quarter 3 of FY2019. Ms. Montanari explained that the information was extracted from the two tables attached and the highlights were summarized as follows:

- CRCOG expended **\$676,692** for Southington Jude Lane Intersection in Quarter 3, bringing total cumulative expenditures for FY19 to **\$3,637,362**
- CRCOG received an Authorization to Advertise Letter for **two (2)** projects, totaling **\$2,413,050** (Ellington Middle Butcher Lane and Windsor Locks Route 75)
- CRCOG's projections for Quarter 4 FY19 expenditures are approximately **\$12.6 million** from **nine (9)** projects
- CRCOG received **ten (10)** of the **twelve (12)** expected Quarter 3 design submissions
- CRCOG anticipates receipt of **eleven (11)** design submissions in Quarter 4 of FY19
- **Twenty-four (24)** Projects have been awarded or completed construction since program inception
- CTDOT issued **five (5)** Commitment to Fund Letters (Coventry Swamp Road, Hartford Boce Barlow/Main, Stafford Leonard Road Bridge, Vernon Dart Hill Bridge, Marlborough South Main Phase 2)
- **Seven (7)** applications were submitted to CTDOT, and **ten (10)** are expected to be submitted next quarter

Ms. Montanari requested that the municipalities review the design submittal dates to ensure that submittals are made in a timely manner. Additionally, Ms. Montanari reviewed the Program and Financial Summary worksheet to demonstrate the totals previously noted. She also remarked there were multiple projects to be expended during Quarter 4. She pointed out the listing of projects with Commitment to Fund Letters, project applications transmitted to CTDOT, and other projects. Mr. Peter Hughes of the Town of Marlborough asked why there were multiple projects pending from 2016/2017. Ms. Montanari explained that based on CTDOT's review for those projects, towns needed to submit additional information, so the projects were pending approval.

A discussion regarding the CTDOT review time and the extent of the comments based on the reviews was brought up by multiple municipalities. The items for CRCOG staff to review and discuss with CTDOT staff included the following:

- Quantitative comparison of application reviews currently versus previous years. A suggestion was made to document time durations in the review process and the type of more extensive comments
- Notification of any changes in pavement structure reviews
- Notification of any policy changes
- Discussion of environmental review delays
- Discussion of differences in opinion between the District(s) and Newington

Mr. Rob Aloise requested that projects submitting final designs for Quarter 4 be cognizant of submittal schedules. He mentioned that CRCOG would like to expend between \$12 and \$20 Million based on the LOTCIP funding levels allocated to CRCOG in prior years.

Two towns reported updates to their schedules:

- West Hartford Trout Brook Trail (Phase 6) re-scheduled their final design due to the delay of the receipt of the DEEP/Town maintenance agreement and permit. The town indicated that they are very close to receiving the permit from DEEP.
- Bloomfield/Simsbury Route 189 multi-use trail project was delayed due to the District 1 and 4 review and the towns subsequent formal response.

5. LOTCIP Projects Cost increase and Scope Change Requests – A motion was made by Timothy Webb from the Town of Ellington, seconded by Bob Jarvis from the Town of Windsor, to table discussion and action on LOTCIP scope change request for Mountain Road in West Hartford to the May 20th Transportation Meeting. This motion was passed unanimously.

6. Other Business – The Next Cost Review Subcommittee meeting is scheduled for **Monday, May 20th, 2019 at 11:30 am.**

7. Adjourn – The meeting was adjourned at 11:48 am.