

**Cost Review Sub-Committee Meeting**  
**CRCOG, 241 Main Street, 3<sup>rd</sup> Floor, Hartford, CT 06106**  
**Monday July 22, 2019**  
**11:30 AM**

<u>Name</u>	<u>Organization</u>
Chris Edge	Berlin
Patrice Carson	Bolton
Neil Pade	Canton
Todd Penney	Coventry
Doug Wilson	East Hartford
Timothy Webb	Ellington
Donald Nunes	Enfield
Russ Arnold	Farmington
Sandy Fry	Hartford
Fatih Ucar	Hartford
Kevin Kelly	Hebron
Jeff LaMalva	Manchester
Derek Dilaj	Mansfield
Rob Trottier	New Britain
Gary Fuerstenberg	Newington
Stephen Sopelak	Rocky Hill
Tom Roy	Simsbury
Jeffrey Doolittle	South Windsor
Heidi Samokar	Tolland
Duane Martin	West Hartford
Derrick Gregor	Wethersfield
Adam Kessler	Windsor

**DRAFT until  
Endorsed by  
the  
Committee**

**Guests**

No guests were present

**Staff**

Robert Aloise	CRCOG
Roger Krahn	CRCOG
Sotoria Montanari	CRCOG
Karen Stewartson	CRCOG

1. **Roll Call** – Ms. Patrice Carson called the meeting to order at 11:33 am
2. **Public Forum** – There was no public comment.
3. **Adoption of May 20<sup>th</sup>, 2019 Subcommittee Meeting Minutes** – A motion was made by Chris Edge from the Town of Berlin, seconded by Russ Arnold from the Town of Farmington. This motion was passed unanimously with (4) abstentions made by Stephen

Sopelak from the Town of Rocky Hill, Todd Penney from the Town of Coventry, Tim Webb from the Town of Ellington, and Tom Roy from the Town of Simsbury.

- 4. LOTCIP Quarterly Review Report (Quarter 4)** – Ms. Sotoria Montanari updated the committee on the LOTCIP program progress for Quarter 4 of FY19. Ms. Montanari indicated that the two tables included in the packet titled *LOTCIP Regional Quarterly Status Report* and *LOTCIP Program and Financial Summary (June)* provide current program information, project tracking, design submittal schedules and project status. Ms. Montanari highlighted the main points:

She stated that CRCOG expended \$1,838,407 for Ellington Middle Butcher Road Pavement/Sidewalk Project and Windsor Locks Route 75 Sidewalk Installation Project in Quarter 4, bringing total cumulative expenditures for FY19 to \$5,475,769. Since June 30 three projects received Authorization to Advertise Letters, totaling \$2.6 M (Rocky Hill Dividend Road, Farmington Brickyard Road and Hebron Church Street Sidewalks), which have since been expended. The three projects will be reflected in Quarter 1 expenditures.

Ms. Montanari explained that projections for Quarter 1 FY20 expenditures are expected to be approximately \$12.6 million from nine (9) projects and all final designs have been submitted for the projects. Twenty-six (26) Projects have been awarded or completed construction since program inception and since June 30 three (3) additional projects were awarded, making the total twenty-nine (29).

CTDOT issued two (2) Commitment to Fund Letters (Newington Maple/Robbins and Glastonbury Boulevard) and four (4) applications were submitted to CTDOT in Quarter 4. Six (6) application are expected to be submitted to CTDOT next quarter. Ms. Montanari indicated that the goal is to complete submissions of all project applications from the 2018 solicitation.

Two municipalities were asked to provide scheduling updates at the meeting; Route 189 Multi-Use Trail in Simsbury/Bloomfield and Furnace Avenue Reconstruction in Stafford. Mr. Tom Roy from the Town of Simsbury reported that they received input/feedback from two districts, delaying their scheduled submission and the Towns are analyzing which improvements to incorporate into the project. The districts are requesting that the towns evaluate drainage improvements, signal upgrades, guiderail protections for pedestrians and roadway alignment. The Towns will address the comments and respond officially to the Districts. A representative from Stafford was not available and Ms. Montanari will follow up with the Town.

- 5. Farmington: – LOTCIP Project Funding Transfer Request-** Ms. Sotoria Montanari presented a Farmington Funding Transfer Request in the amount of \$955,200 from the Colt Highway (Rte. 6) at Reservoir Road project to a proposed Roundabout Project at the intersection of Colt Hwy, South Road and 2 Mile Road. Ms. Montanari stated that the Colt Highway (Rte. 6) at Reservoir Road application was originally approved under CRCOG's 2015 LOTCIP solicitation as a safety improvement project that included a new signal light and dedicated left turn lanes. OSTA subsequently denied the addition of the signal and in June 2019, CTDOT suggested that the Town consider withdrawing the Colt Highway

(Rte. 6) application (L051-0003) because remaining safety minor improvements could be implemented during future CTDOT overlays of this area, expected within the next 8 to 10 years.

Ms. Montanari explained that the Town of Farmington is proposing to utilize the previously approved LOTCIP funding for a proposed Roundabout, which is a suggested outcome of the Farmington/Hartford Transportation Safety and Improvement Study. She indicated study accident data showed 16 reported crashes at this location within a three-year period, exceeding a typically significant threshold of 5 in a year. Ms. Montanari mentioned that CTDOT supports a project which will mitigate the congestion exacerbated by the recent site improvements at the UConn Health Center. The Town previously completed improvements to South Road in 2018 (L051-00010), funded by a LOTCIP grant. Its terminus ended at the subject intersection, therefore the roundabout would be an extension of the completed South Road Project. A cost estimate for the roundabout project is comparable to the Colt Highway (Rte. 6) at Reservoir Road Project.

Ms. Montanari mentioned that Mr. Jon Colman from the Town of Bloomfield recommended that going forward the committee should consider implementing a policy that establishes guidelines for transferring LOTCIP funds. Ms. Patrice Carson asked if transferring funds had been completed previously. Ms. Montanari indicated that funds were transferred to fund the Stafford Leonard Bridge Project. Mr. Rob Aloise indicated that this practice has been done previously, but Mr. Colman wanted the committee to consider a vetting process, which could include completing an application and ranking the specific project. Mr. Rob Aloise stated that staff could draft a policy and present it for discussion at the next Transportation Committee Meeting. A motion was made by Tim Webb from the Town of Ellington for approval of the LOTCIP funding transfer of \$955,200 from Colt Highway (Rte 6) at Reservoir Road intersection Project to a new project, to construct a Roundabout at the Intersection at Colt Highway, South Road & 2 Mile Road Project, seconded by Chris Edge from the town of Berlin. This motion was passed unanimously with (1) abstention from Russ Arnold from the Town of Farmington. The committee also gave guidance to staff to present a Draft Policy for funding transfers at the next Transportation Committee meeting.

- 6. Enfield: LOTCIP Project Cost Increase Request-** Ms. Sotora Montanari presented a request for LOTCIP funding increase for a Bike Improvements Project in Enfield. Ms. Montanari indicated this project was approved under the 2015 LOTCIP Solicitation and is currently in the application phase. She mentioned the Town of Enfield is requesting a LOTCIP funding increase of \$227,600 from \$697,200 to \$924,800 (32.6% increase). The increase is to address feedback from a CTDOT application review and scoping changes.

Ms. Montanari stated that CTDOT requested the town review impacts to the Franklin Street (Rte. 514), such as the proposed lane narrowing, on-street parking, and the location of the bicycle lanes, and snow shelf. She indicated the town hired a consultant that revised the proposed typical section on Franklin Street to include a 12 ft travel lane, an 8 ft on-street parking, 6 ft bike lanes (both directions) and a 4 ft buffer. The proposed revisions necessitated changing to the roadway crown, amounting to an increase of approximately \$44,000 for milling and overlaying. Also, per CTDOT comments, the town

added \$50,000 for utility relocations which were not included in the original estimate. Ms. Montanari said additional cost increases were the result of the Town adding \$15,000 in street trees and updating the estimate to 2019 (from 2015) unit prices, adding approximately \$40,000. Mr. Todd Penney inquired regarding LOTCIP participation in the utility cost. Mr. Aloise indicated that public utility costs may be paid with LOTCIP funding.

A motion was made by Russ Arnold from the Town of Farmington, seconded by Tim Webb from the Town of Ellington approve an additional \$227,600 of LOTCIP funding for the Enfield (L048-0002) project, increasing the funding approval from \$697,200 to \$924,800. This motion was passed unanimously.

- 7. LOTCIP On-Call 1 and 2 Fee Schedules** – Mr. Roger Krahn gave a brief update on CRCOG’s review and approval of fee schedules for LOTCIP On-Call Consultants for Lists 1 & 2. The fee schedules for List 1 Design Phase are approved and available to towns upon request, for the following three firms:

- BL Companies
- Fuss & O’Neill, Inc.
- Vanasse Hangen Brustlin, Inc

The fee schedules for List 2 Construction Phase are approved and available to towns upon request, for the following three firms:

- BL Companies
- Milone & MacBroom, Inc.
- Nathan L. Jacobson & Associates

Approval of both design phase and construction phase fee schedules for Weston & Sampson, is pending receipt of additional information.

- 8. Other Business** – The next Cost Review Subcommittee meeting is scheduled for Monday, September 23<sup>rd</sup>, 2019 at 11:00 am.
- 9. Adjourn-** The meeting was adjourned at 12:04 pm.