

# Capitol Region Council of Governments

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**Policy Board Meeting**  
**MIRA Trash Museum Board Room, Hartford**  
**Wednesday, December 7, 2016**  
**12:00 p.m.**

## **Members and Alternates**

Chair Chip Beckett  
Luke Bronin  
Garry Brumback  
Ray Carpentino  
Jon Colman  
John Elsesser  
Tony Frassinelli  
Matthew Galligan  
Joan Gamble  
Matthew Hart  
Lisa Heavner  
Leslee Hill  
Scott Kaupin  
Chris Kervick  
Dave Kilbon  
Marcia Leclerc  
Robert Lee  
Melissa Mack  
Christina Maihos  
John Mehr  
Dave Nagel  
Nancy Nickerson  
Lisa Pellegrini  
Brandon Robertson  
Scott Shanley  
Peter Souza  
Lori Spielman  
Joyce Stille  
Amy Traversa  
Ron Van Winkle  
Mark Walter  
John Ward  
Steve Werbner

## **Town/Organization**

Glastonbury  
Hartford  
Southington  
Rocky Hill  
Bloomfield  
Coventry  
Stafford  
South Windsor  
Bloomfield  
Mansfield  
Simsbury  
Canton  
Enfield  
Windsor Locks  
East Granby  
East Hartford  
Plainville  
Suffield  
Willington  
Rocky Hill  
Newington  
Farmington  
Somers  
Avon  
Manchester  
Windsor  
Ellington  
Bolton  
Marlborough  
West Hartford  
Columbia  
Vernon  
Tolland

**Staff**

Cheryl Assis	CRCOG
Jennifer Carrier	CRCOG
Mike Cipriano	CRCOG
Maureen Goulet	CRCOG
Mary Ellen Kowalewski	CRCOG
Sotoria Montanari	CRCOG
Brittany Stephenson	CRCOG
Lyle Wray	CRCOG
Pauline Yoder	CRCOG

**Guests**

Kristin Ashby	Parsons Brinckeroff
Alex Beaudoin	Hartford
Gregory Benoit	Parsons Brinckeroff
Robert Bruno	CAA
Randy Collins	CCM
Elise Greenberg	CTDOT
Richard Hines	Avon
Kathie Lutz	RSL
Molly Parsons	CAA
Grayson Wright	CTDOT

**Roll Call**

**1. Call to Order:** With a quorum present, Chair Chip Beckett called the meeting to order at 12:03pm.

**2. Public Comment**

There were no public comments.

**3. Adoption of Minutes from November 16, 2016 Policy Board Meeting**

Chair Chip Beckett requested a motion to adopt the minutes.

**Jon Colman made a motion to adopt the minutes of the November 16, 2016 Policy Board meeting. Dave Kilbon seconded. Motion carried unanimously.**

**4. Monthly Reports**

**a. Chair and Executive Director Report**

Chairperson Chip Beckett introduced the interim Rocky Hill town manager, John Mehr, and alternate, Ray Carpentino. Executive Director Lyle Wray discussed the monthly report distributed to the Board, highlighting several municipal services activities. Thirty-five towns are connected to the Nutmeg network. Thirty three towns are in the online regional permitting project. Fifteen towns or 40% of CRCOG's membership now have online permitting. A number of IT Services series are available to the towns from replacing servers to internet based telephone service. He also updated the Board on the positive projects and success within the region at the end of the year. The first transit project is a plus for the region and result of last 20 years of work. By 2018, there will be connecting rail service to New Haven and New York. The region has a number of public safety shared services including regional bomb square, dive team and SWAT team as well as the CAPTAIN squad care communication system. CRCOG is advancing as a region and it is ahead in comparison to other regions. There were no questions.

**b. Metro Hartford Alliance**

No update was offered by the Metro Hartford Alliance.

**c. Opportunities and Resources**

There were no opportunities or resources included in the agenda packet.

**d. Policy and Planning Department**

Mary Ellen provided this update to the Board. She advised the Board on the completion of the 2016 MetroHartford Comprehensive Economic Development Strategy (CEDS) Annual Progress Report for the region. Staff filed a grant application for additional EDA funds to support development of the next regional CEDS, which will include all 38 Capitol Region Municipalities. After several meetings with state officials, CRCOG has received Regional Economic Development District approval from OPM and DECD. The Regional Planning Commission (RPC) has requested appointments for next year. Appointments must be approved by town councils and/or boards of selectmen, if those boards appoint RPC members. She invited the Board to attend a December 19<sup>th</sup> workshop on the next update of the State Plan of Conservation and Development. There were no questions.

**e. Municipal Services and Purchasing Council**

Peter Souza provided this update to the Board. He shared with the Board on a meeting held on December 6, 2016 which has engaged in a project set to collect public information for region and other towns on current service sharing activities in member towns. The results used from the survey will be quantified and the audience will include the region and others. The goal is to have information available by mid-January 2017. The Human Resources Portal is just about ready to go live. Model documents and forms are coming soon and if any town needs assistance, Hedy Ayers (CRCOG) is the

contact. He briefed the Board on the action items on the agenda. There were no questions.

#### **f. Public Safety and Homeland Security**

Joyce Stille provided this update to the Board. There will be a CREPC meeting on January 19<sup>th</sup> which will include a crisis leadership seminar. A save the date notice will be distributed soon.

#### **g. Transportation Committee**

Jon Colman provided this update to the Board. The Transportation Committee met on December 5, 2016. He discussed the alternative set-aside program on the agenda for endorsement. It has been a quiet month for the Transportation Committee. There were no questions.

#### **5. Update on the Hartford Line TOD Action Plan by Elise Greenberg, CTDOT, and Kristen Ashby and Gregory Benoit, Parsons Brinckerhoff**

Elise Greenberg, CTDOT, and Kristen Ashby and Gregory Benoit, Parsons Brinckerhoff, updated the Board on The Hartford Line TOD Action Plan. They highlighted the project background, overview, and status. They also discussed the outcome of the four key criteria regarding the desire and readiness assessment. They outlined next steps for the project. A copy of their presentation is available at <http://crcog.org/wp-content/uploads/2016/10/Hartford-Line-TOD-CRCOG-Policy-Board-Meeting-12.7.16.pdf>.

#### **6. Update on the Bradley Airport Master Plan by CAA**

Robert Bruno and Molly Parsons, CAA, updated the Board on the Bradley Airport Master Plan. They described the role of the CAA does and how it operates. They highlighted the master plan kicked off in September and is currently in the data collection process. This 18-month study provides for a 20 year planning horizon, including short, mid, and long term goals for airports. The comprehensive plan will cover wide ranges of plans including parking. The CAA will analyze forecast after the data is processed and keep the Board and interested parties informed. For more information on the Bradley Airport Master Plan, please visit [www.bradley-planning.com](http://www.bradley-planning.com).

#### **7. Service Award Presentation to Richard Hines**

On behalf of the Board, Chairperson Beckett presented Richard Hines with a service award plaque for his service as a CRCOG Town of Avon Representative since 1984. The town of Avon accepted the resignation of Richard Hines at their November meeting. Richard Hines thanked the Board for the work done in the region and expressed his gratitude to have been able to serve. Scott Shanley, Marcia Leclerc, Lyle Wray, and Chip Beckett all thanked him for his service.

**Action #8: Adoption of the 2017 Policy Board Meeting Schedule**

Chip Beckett requested a motion to adopt the 2017 Policy Board Meeting Schedule.

**Joyce Stille moved to adopt the meeting schedule. Jon Colman seconded. Motion carried unanimously.**

**Action #9: Adoption of the 2017 Executive Committee Meeting Schedule**

Chip Beckett requested a motion to adopt the 2017 Executive Committee Meeting Schedule.

**Jon Colman moved to adopt the meeting schedule. Joyce Stille seconded. Motion carried unanimously.**

**Action #10: Adoption of the 2017 Legislative Agenda**

Lyle Wray presented the proposed legislative agenda action item to the Board. He discussed the proposed 2017 CRCOG Legislative Agenda, Road Use Tax in Lieu of Town Aid memo, Crumbling Concrete Foundations memo, and PILOT and Urban Stabilization Bonds memo. He asked the Board to consider voting on the full legislative agenda and crumbling foundations memo. He suggested the Board continue to study the Road Use Tax (RUT) item in the event there is a proposal to eliminate or reduce the Town Aid Road (TAR) program. He opened the PILOT memo up for discussion. The Board agreed to advocate for a common approach to full funding of the PILOT and related programs in the upcoming session. The Board requested Executive Director Lyle Wray forward a note to the City of Hartford, CCM, COST, and the Metro Hartford Alliance detailing the same. There were three separate motions.

**Chairperson Chip Beckett requested a motion to adopt the proposed 2017 Legislative Agenda and Crumbling Concrete Foundations memo.**

**Jon Colman moved to adopt the proposed 2017 legislative agenda and crumbling concrete memo. Joyce Stille seconded. Motion carried unanimously.**

**Chairperson Chip Beckett requested a motion to accept the proposal of the RUT memo and hold it for negotiations in the future, if needed.**

**Jon Colman moved to accept the RUT proposal. Joyce Stille seconded. Motion carried unanimously.**

**Chairperson Chip Beckett requested a motion authorizing CRCOG Executive Director to send a letter to the City of Hartford, CCM, COST, and Metro Hartford**

**Alliance regarding developing a common approach for full funding of the PILOT and other related programs.**

**Marcia Leclerc moved to approve this item. Joyce Stille seconded. Motion carried unanimously.**

**Action #11: CRCOG Transportation Alternatives Set-Aside Program**

Jennifer Carrier presented this item to the Board. The region recently received five candidate projects for FFY2016-2020 TA Set-Aside funding. The projects, with the exception of Rocky Hill which was approved previously as a top priority, were required to present proposals to the Transportation Committee who scored the projects. The combined projects total \$6.1 million dollars. The endorsement for Rocky Hill, Hartford, New Britain, and Ellington were presented for the Board's consideration.

**Jon Colman moved to approve these projects. Dave Kilbon seconded. Motion carried unanimously.**

**Action #12: Resolution for Four Regional ezIQC General Contractor Awards-General Construction**

Maureen Goulet presented this item to the Board. The current ezIQC contract expires December 31st. There are four new contracts for consideration. The Gordian Group and CRCOG staff performed a competitive bidding process and have four recommended contractors to serve the program for the next two years. The resolution authorizes CRCOG Executive Director to act on behalf of the organization in negotiating and executing contractual instruments of the on-call construction services.

**Scott Shanley moved to adopt the general construction resolution. Jon Colman seconded. Motion carried unanimously.**

**Action #13: Resolution for Four Regional ezIQC General Contractor Awards-Road and Bridge Maintenance**

Maureen Goulet presented this item to the Board. The Policy Board expressed some concerns and requested further investigation on this item before adopting the road and bridge maintenance resolution. **There was no vote on this item.**

**14. Crumbling Foundations Letter to Senators**

Lyle Wray presented this informational item to the Board. The letter addressed to Senator Larson and Senator Osten was in response to the ad hoc committee on crumbling foundations meeting and included recommendations on funding source.

**15. Distinguished Budget Presentation Award Letter**

Lyle Wray presented this information item to the Board. For the seventh year in a row, CRCOG has received the Distinguished Budget Presentation Award for the budget year from GFOA. This award is the highest form of recognition in governmental budgeting and represents a significant achievement.

## **16. Other Business**

Regarding the upcoming legislative session, Kathie Lutz shared with the Board that the legislative committee assignments have yet been made. Information will be forwarded once it is available.

Joyce Stille reminded the Board of upcoming Department of Health meetings on a proposed reorganization. She urged towns to attend and send representatives.

**Chairperson Chip Beckett requested a motion to add a discussion on the Department of Health's current public health proposal.**

**Jon Colman moved to add the discussion to the agenda. Marcia Leclerc seconded. Motion carried unanimously.**

The Board opposes the current proposal for the public health reorganization specifically due to the uncertain benefit for higher cost and the lack of connection to any local leadership. The Board agreed to have Executive Director Lyle Wray send a letter to the Governor and Ben Barnes on behalf of CRCOG before any proposal of reorganization is adopted. The Board would also send separate letters in opposition of the reorganization.

**Chairperson Chip Beckett requested a motion authorizing Executive Director Lyle Wray to send a letter of opposition on behalf of CRCOG to the governor and Ben Barnes on the proposed public health reorganization.**

**Jon Colman moved to authorize the letter. Joyce Stille seconded. Motion carried unanimously.**

## **17. Adjournment**

With no further discussion items, Chair Chip Beckett requested a motion to adjourn.

**Jon Colman moved to adjourn meeting. Joyce Stille seconded. Motion carried unanimously. The meeting adjourned at 1:09pm.**