

Policy Board Meeting
MIRA, 211 Murphy Road, Hartford, CT
Wednesday, November 15th, 2017
12:00 p.m.

**DRAFT UNTIL
ENDORSED BY THE
POLICY BOARD**

Members

Brandon Robertson
Jon Colman
Joyce Stille
Leslee Hill
Mark Walter
John Elsesser
Dave Kilbon
Marcia Leclerc (Chair)
Lori Spielman
Nancy Nickerson
Joan Gamble
Dr. Chip Beckett
John Ward
Andrew Terney
Scott Shanley
Paul Shapiro
Robert Lee
Garry Brumback
Melissa Mack
Steve Werbner
Matt Hart
Jeff Bridges
Christina Mailhos
Peter Souza
Chris Kervick

Guests

Kathie Lutz
Grayson Wright
Mike Zaleski
Alex Johnson
Sheri DeVaux

Staff

Cheryl Assis
Winsome Barnaby
Jennifer Carrier
Mike Cipriano

Town/Organization

Avon
Bloomfield
Bolton
Canton
Columbia
Coventry
East Granby
East Hartford
Ellington
Farmington
GHTD
Glastonbury
Granby
Hebron
Manchester
Mansfield
Plainville
Southington
Suffield
Tolland
West Hartford
Wethersfield
Willington
Windsor
Windsor Locks

RSL
CTDOT
Riverfront Recapture
Capital Workforce Partners
CT DAS

CRCOG
CRCOG
CRCOG
CRCOG

Mary Ellen Kowalewski
Brian Luther
Karen Stewartson
Dr. Lyle Wray
Pauline Yoder

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Roll Call

1. Call to Order: With a quorum present, Dr. Chip Beckett called the meeting to order at 12:03 pm. He thanked the Board for his time as chair and in view of the election results he would be stepping aside as chair. He will be continuing as the CRCOG representative for Glastonbury. He welcomed Marcia Leclerc as the interim chair. Ms. Leclerc thanked Dr. Beckett for his leadership during his tenure.

2. Public Comment

There were no public comments.

3. Adoption of Minutes from September 27th, 2017 Meeting

Ms. Leclerc requested a motion to adopt the minutes. Mr. Jon Colman made a motion to adopt the meeting minutes of the October 18th, 2017 Policy Board meeting, seconded by Mr. Garry Brumback. Motion carried unanimously.

4. Monthly Reports

a. Chair and Executive Director Report- Dr. Lyle Wray informed the Board that CRCOG was recently awarded its 9th straight GFOA Distinguished Budget Presentation Award. He thanked his finance staff for their excellent work.

Dr. Wray informed the Board that the Hartford Region was recently ranked in the top 10 for greatest 1-year relative gains in accessibility to jobs by transit by the Accessibility Observatory at University of Minnesota. He stated that this reflects the improvement and success of the CTfastrak program. The dedicated busway has now provided over 7.6 million rides.

Dr. Wray briefed the Board on a letter from the Office of Policy and Management regarding the municipal fiscal disparities provision in the Connecticut General Statutes.

Dr. Wray updated the Board on the status of the Comprehensive Development Strategy RFP. Of the 14 original applications, 4 applicants were selected for interviews. It is hoped that a recommendation of a vendor will be ready for the next Policy Board meeting for approval.

Dr. Wray gave a brief update of the status of the Regional Futures Initiative. Recently a discussion with Travelers has emphasized the need for an accelerated economic growth in the region.

b. Metro Hartford Alliance –. There were no updates from the Metro Hartford Alliance were provided.

c. Opportunities and Resources- There was no update regarding Opportunities and Resources

d. Capital Workforce Partners- Mr. Alex Johnson encouraged all to attend the CCM annual conference on November 28th and 29th to take part in a discussion regarding the workforce in Connecticut and addressing the skills gap. CWP will assist in facilitation of this discussion. Mr. Johnson informed the Board that the Regional and Municipal Profile Assessment Documents will be disseminated shortly. Mr. Johnson reported that CWP has been providing counseling to individuals and is currently working with 700 employers in the region. He stated that \$1.5 million in subsidies have been distributed to local employers and aided in the hiring of many individuals. CWP's Summer Youth employment and Learning Program has helped reach over 2,300 young people. Mr. Johnson also reported on the status of CWP's funding sources. CWP's main source of revenue is federal and is forecasted to remain consistent. The funding from the State of Connecticut has been reduced. In particular an \$800k in funding for the Returning Citizens program which serves citizen's reentering society.

e. Municipal Services and Purchasing Council- Mr. Peter Souza requested that towns complete the salary survey, which is due November 17th. Mr. Souza also mentioned that Purchasing Council is currently soliciting for Storm Water Monitoring Services, Catch Basin Cleaning and Disposal Services, and Portable Toilets which are due on November 30th. Also CRCOG is accepting qualifications for Material Testing and Laboratory Analysis services due December 4th.

f. Policy and Planning- Ms. Mary Ellen Kowalewski provided an update on the Capitol Region Natural Hazard Mitigation Project. Municipal kick-off meetings have started and a comprehensive plan to include all 38 CRCOG towns is planned to be completed by August 2019.

Ms. Kowalewski reported that CRCOG has filed a \$300k grant application with the U.S. EPA for brownfield assessments. The awardees will be announced this coming May.

Ms. Kowalewski provided an update to the MetroHartford Brownfields Revolving Land and Subgrant Program. The requests for funding have exceeded funds available but supplemental RLF funds from the EPA were requested to cover this gap. More information will be known in Spring 2018.

g. Public Safety and Homeland Security-

Ms. Joyce Stille informed the Board that the State has changed the format of the Governor's Emergency Planning and Preparedness Initiative (EPPI). It will be done as a Tabletop Exercise with a Cyber Security focus during the annual meeting that DEMHS holds with all Emergency Managers in each region. The date is yet to be determined

Ms. Stille reported that CRCOG has been active in the statewide Puerto Rican and Caribbean Island resettlement efforts. Hartford has received more than 175 children and New Britain 110 into their school systems. The Capitol Region Education Council has established a relief center located in Hartford with resources like winter coats. Donations are encouraged.

h. Transportation Committee- Mr. Jon Colman briefed the Board on the activities of the Transportation Committee. He stated that many of the projects that are underway will be discussed later in the meeting under actionable items.

Dr. Wray acknowledged Garry Brumback of Southington for his participation and dedication to CRCOG. Mr. Brumback is in his last week as the Town Manager of Southington. Mr. Brumback thanked the Policy Board and wanted to address those who may be newer to CRCOG. He emphasized that the services and opportunities provided by CRCOG are very helpful and helped make his experience in Southington much more pleasant.

5. Presentation/Updates-

Riverfront Recapture- Michael Zaleski, President & CEO- Mr. Michael Zaleski presented on the current projects and vision of Riverfront Recapture. Currently they are working to construct better connections between existing river walkways. Riverfront Recapture is currently applying for Transportation Alternative Program (TAP) grants as they aim to make the river walkway/bikeway an alternative to traditional transportation. The most recent projects include connecting the existing Hartford river trails to Windsor.

Sheri L. Devaux- DAS/BEST IT Security Manager, DVA IT Manager- Ms. Sheri Devaux presented on the current cyber threat that municipalities face. She stressed that this is becoming an increasingly important issue for municipalities. She outlined the many ways in which hackers try to gain access to important data. Ms. Devaux recommended that municipalities can protect themselves through training staff to spot and recognize potential attacks.

ACTION ITEMS:

6. Action: Nominating Committee- Dr. Beckett moved to nominate Mr. Colman and Mr. Dave Kilbon to the Nominating Committee. Ms. Stille seconded and the motion was carried unanimously.

Metropolitan Planning Organization Items:

7. Action: Resolution Approving Metropolitan Planning Organization Planning Certification- Ms. Jennifer Carrier briefed the Board about the contents of the MPO Planning Certification. Ms. Leclerc requested a motion to approve the Resolution Regarding Metropolitan Planning Organization Planning certification. A motion was made by Mr. Colman, seconded by Mr. Kilbon. The motion carried unanimously.

8. Action: Resolution Authorizing TIP Amendments- Ms. Carrier briefed the Board about the proposed TIP Amendments. Ms. Leclerc requested a motion to approve the TIP Amendments. A motion was made by Mr. Colman, seconded by Mr. Kilbon. The motion carried unanimously.

9. Action: Resolution Authorizing Transportation Planning Study Application Submission to the CTDOT and use of the STP-Urban Funding- Ms. Carrier briefed the Board about the contents of the Transportation Planning Studies that were submitted by the Town of Windsor Locks and CRCOG. These proposals are to be submitted to the CTDOT for a competitive solicitation. Ms. Leclerc requested a motion to approve the submission of the Route 20 Corridor Study and the Regional Transit Strategy studies to the CTDOT and use of STP-Urban funding. A motion was made by Mr. Coleman, seconded by Mr. Kilbon. The motion carried unanimously.

10. Action: Resolution Authorizing For the Adoption of the Transportation Safety and Improvements Study for the UConn Hartford Campus- Ms. Carrier briefed the Board about the contents of the Transportation and Improvements Study for the UConn Hartford Campus. Ms. Leclerc requested a motion to approve the final report for the UConn Hartford Campus Transportation Safety and Improvement Study dated October 2017. A motion was made by Mr. Colman, seconded by Mr. Kilbon. The motion carried unanimously.

Information/ Opportunity/ Resource Items

11. Legislative Update - Ms. Kathie Lutz informed the Committee that the final legislative adjustments for the State of Connecticut Budget were recently passed.

12. 2018 CRCOG Solicitation of Volunteers- Dr. Wray requested that members of the Board that are interested in acting as Co-Chairs for future Policy Board Meetings to make their interest known. Mr. John Elsesser volunteered. Dr. Beckett made a motion to approve John Elsesser, Mr. Coleman seconded. The motion carried unanimously.

13. DRAFT Member Survey on Potential Regional Services- Ms. Pauline Yoder briefed the Board on a potential major regional services survey. The survey is intended to gauge interest on the regionalization of services.

14. Proposed January 2018 Board Retreat- Dr. Wray discussed the proposed Board Retreat for January 2018. A date and destination are yet to be determined.

15. Hartford Line Proposed Fares – Public Hearings and Opportunity to Comment- Mr. Coleman updated the board on the status of the CT *rail* Hartford Line proposed fees. The 35-day comment period is currently underway ending November 27th. There were two public hearings on November 13th and 14th, with one more scheduled for November 15th.

16. Other Business- Ms. Leclerc requested a presentation for next meeting regarding a solid waste to energy disposal system. Ms. Joyce Stille agreed and CRCOG staff affirmed that an effort would be made to find a presenter.

17. Adjournment- Mr. Colman made a motion, seconded by Ms. Joyce Stille for the meeting to be adjourned. The meeting was adjourned at 1:25 pm. Motion carried unanimously.

18. Presentation- Katie Roy, Director, Connecticut School Finance- Ms. Katie Roy presented regarding the revised public school aide formulas. The most recent changes include many new features that includes a phase in period for towns which have significant changes in their allocations.