

Draft

MINUTES OF
MUNICIPAL SERVICES COMMITTEE MEETING
APRIL 17TH, 2018

ATTENDANCE

Members and Guests

Peter Souza, Chair

Joe Higgins

Grace Tiezzi

Joyce Stille

Chris Edge

Robert Skinner

Mark Walters

John Elsesser

Lori Spielman

Paul Shapiro

Amy Traversa

Robert Lee

Melissa Appleby

Jeff Bridges

Lyle Wray

Pauline Yoder

Brian Luther

Hedy Ayers

Town

Windsor

Andover

Avon

Bolton

Berlin

Canton

Columbia

Coventry

Ellington

Manfield

Marlborough

Plainville

Simsbury

Wethersfield

CRCOG

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Chair Mr. Peter Souza called the meeting to order at 12:07.

ADOPTION OF MINUTES: FEBRUARY 20TH, 2018

Mr. Souza asked for a motion to adopt the minutes from the 3/20/2018 Municipal Services Committee meeting. Ms. Joyce Stille made the motion, Mr. Jeff Bridges seconded. The motion passed unanimously with one abstention from Mr. Paul Shapiro.

REGIONAL TAX ASSESSMENT

Mr. John Filchak from the Northeast Connecticut Council of Governments addressed the Municipal Services committee and presented information regarding the regional tax assessment program that is currently utilized by 16 towns in Eastern Connecticut. By pooling the parcels between towns and syncing reevaluation schedules, NECCOG has been able to save over a million dollars in

the last 8 years on reevaluation. Mr. Filchak reported that since the start of the program there have been no significant issues and evaluation appeals have declined. He instructed anyone who is interested in joining the program to contact him directly at john.filchak@neccog.org.

STATUS REPORTS

Capitol Region Purchasing Council: Ms. Pauline Yoder informed the Committee that the total bid savings for the year, not including piggybacking, for the CRPC has exceeded \$900,000. Recruitment of the Electricity Consortium will open this week. The current contract for the Electricity Consortium expires December 31st 2018. There will be an ezIQC user group meeting on May 23rd at noon in Southington. Ms. Yoder also reported that the next round of RFQs for Laboratory Analysis, Structural Engineering, and Remediation in response to the Crumbling Foundation issue will open on Thursday, April 19th.

Nutmeg Network Demonstration Project: Ms. Hedy Ayers reported that there are currently 3 towns testing the Human Resources Electronic Document Management System and installation at CRCOG is planned for Thursday, April 19th. The Program Phase is scheduled for the end of the calendar year. Ms. Ayers informed the committee that the CRCOG staff is looking into establishing a small working group for interested parties for the Time and Attendance project that the committee expressed interest in at the previous meeting.

IT Services Cooperative: Mr. Brian Luther informed the Committee that the pricing update with the Online Permitting vendor ViewPoint is executed. The contract was also extended til June 30th, 2023. Changes do not impact pricing for any of the current towns using the service. If anyone has any questions regarding the new pricing contact Mr. Luther directly at 860-724-4282.

Crumbling Foundations: Ms. Yoder informed the Committee that the Foundation Testing Reimbursement Program has process over 400 applications. The waiver process for the 10 mile radius criteria has been established and currently 3 applicants from outside have been approved.

MUNICIPAL INFORMATION SHARING AND OTHER BUSINESS

Ms. Yoder shared the draft Cyber Security Survey with the Committee. CRCOG will send out the survey in the next month to gauge interest and need for additional resources to assist municipalities.

Mr. Lyle Wray informed the Committee that the CRCOG Annual Meeting will be on June 13th, 2018 at 616 New Park Avenue. 616 New Park is a new 54-unit apartment building located steps from the Elmwood FastTrak station and a great example of Transit Oriented Development.

Ms. Yoder informed the Committee that the next Human Services Coordinating Council meeting is May 14th at 10am in the MIRA Boardroom. The scheduled topic will be Dial-a-Ride services and the full agenda will be available next week.

ADJOURNEMENT

Mr. Souza adjourned the meeting at 1:25. The next Municipal Services Committee meeting is on Tuesday, May 15th 2018.