

Draft

MINUTES OF
MUNICIPAL SERVICES COMMITTEE MEETING
MAY 15TH. 2018

ATTENDANCE

Members and Guests

Peter Souza, Chair
Grace Tiezzi
Joyce Stille
Robert Skinner
Jim Hayden
Ken Sayers
Lori Spielman
Derrick Kennedy
Amy Traversa
Robert Lee
Melissa Appleby
Keith Hayden
Jeff Bridges
Josh Kelly
Chris Kervick
Cheryl Assis
Hedy Ayers
Maureen Goulet
Brian Luther
Lyle Wray
Pauline Yoder

Town

Windsor
Avon
Bolton
Canton
East Granby
East Hartford
Ellington
Mansfield
Marlborough
Plainville
Simsbury
Southington
Wethersfield
Windsor
Windsor Locks
CRCOG
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Chair Mr. Peter Souza called the meeting to order at 12:08

ADOPTION OF MINUTES: APRIL 17TH, 2018

Mr. Souza asked for a motion to adopt the minutes from the 4/17/2018 Municipal Services Committee meeting. Mr. Jeff Bridges made the motion, Ms. Lori Spielman seconded. The motion passed unanimously with an abstention from Mr. Keith Hayden.

CYBER SECURITY

Mr. Ken Sayers, IT Manager in the Town of East Hartford, presented to the Municipal Services Committee regarding Cyber Security. Mr. Sayers outlined the

key threats that municipalities and what we can do to protect our citizen's data. Among the recommendations were staff training, consistent asset tracking, and having cyber plans and policies in place. Mr. Sayers answered questions from the Committee regarding possible vendor services and what the Town of East Hartford has found effective.

STATUS REPORTS

Capitol Region Purchasing Council: Ms. Maureen Goulet informed the Committee that CRPC has finished the FY'19 bid schedule and is available upon request. Bid tabulations from FY'18 equate to over one million dollars, not including piggybacking. Quantities for Treated Road Salt and Sand are currently being requested. The Electricity Consortium is currently open, and those who wish to participate should send their information in before the deadline. Ms. Goulet also noted the eIQC user group meeting is Wednesday, May 23rd in Southington. Mr. Souza inquired about the potential for a collective purchase of natural gas. Ms. Goulet informed the Committee that the market pricing is still less than what they could procure collaboratively, but she continues to monitor prices quarterly.

Nutmeg Network Demonstration Project: Ms. Hedy Ayers reminded the Committee that application for the Regional Sustainability Award are currently being collected, winners will be announced at the CRCOG Annual Meeting on June 13th. Ms. Ayers also informed the committee that CRCOG has selected a vendor for the Communications Plan. CRCOG hopes to facilitate focus groups and have a draft plan by the end of June. Ms. Ayers informed the Committee that CRCOG is looking to host another HR training session, possibly June 27th. Ms. Pauline Yoder informed the Committee that Prime is currently working on additional modules and integrations with Muncity and ViewPoint Cloud Online Permitting softwares for the Electronic Document Management Software Program.

IT Services Cooperative: Mr. Brian Luther informed the Committee that the CEN Conference is Friday, May 18th. CRCOG will have a shared booth with Novus Insights, previously known as CCAT, and there will be other IT Services Cooperative vendors present. The conference is centered around leveraging the CEN Network to provide a higher level of service for our citizens.

Crumbling Foundations: Ms. Yoder informed the committee that the proposed twelve-dollar surcharge on home owners insurance to fund Crumbling Foundation remediation efforts has passed the Connecticut House of Representatives and Senate. It is expected to be signed by the Governor into law. The Captive Insurance Superintendent has been selected and hopes to be certified by the Board of Insurance by the middle of June. Ms. Yoder anticipates when remediation money is available for citizens, the Testing Reimbursement

Program will see increased applications. Currently the reimbursement program has had over 460 applications and accepted and processed over 420.

MUNICIPAL INFORMATION SHARING AND OTHER BUSINESS

Ms. Yoder referred to the Natural Hazard Mitigation Plan Meeting schedule in the packet. CRCOG is updating is currently updating the Capitol Region Natural Hazards Mitigation Plan. The meetings are aimed to gather public input to shape the plan. A draft plan is projected for June and towns must adopt the plans to qualify for future FEMA funds.

ADJOURNEMENT

Mr. Souza adjourned the meeting at 1:10. The next Municipal Services Committee meeting is scheduled for Tuesday, June 19th 2018.