

# Capitol Region Council of Governments

241 Main St., Hartford, CT 06106  
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**Policy Board Meeting**  
**Former MIRA Trash Museum, 211 Murphy Road, Hartford, CT**  
**Wednesday, February 21, 2018**  
**12:00 pm**  
**APPROVED**

## **Members and Alternates**

Brandon Robertson  
Jon Colman  
Leslee Hill  
Mark Walter  
Dave Kilbon  
Marcia Leclerc  
Lori Spielman  
Peter Falk  
Joan Gamble (MPO Board Member)  
Chip Beckett  
John Ward  
Alex Beaudoin  
Andrew Tierney  
Paul Shapiro  
Scott Shanley  
Roy Zartarian  
Robert Lee  
Robert Phillips  
Bill Hawkins  
Steve Werbner  
Matt Hart  
Jeff Bridges  
Peter Souza  
Chris Kervick

## **Town/Organization**

Avon  
Bloomfield  
Canton  
Columbia  
East Granby  
East Hartford  
Ellington  
Enfield  
GHTD  
Glastonbury  
Granby  
Hartford  
Hebron  
Mansfield  
Manchester  
Newington  
Plainville  
Southington  
Suffield  
Tolland  
West Hartford  
Wethersfield  
Windsor  
Windsor Locks

## **Staff**

Cheryl Assis  
Winsome Barnaby  
Kimberly Bona  
Jennifer Carrier  
Emily Hultquist  
Mary Ellen Kowalewski  
Tim Malone

CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG

Lyle Wray  
Pauline Yoder

CRCOG  
CRCOG

**Guests**

Mary Glassman  
Arthur House  
Grayson Wright  
Kathie Lutz

CREC  
CT Chief Cyber Security Officer  
CTDOT Dept. Coordinator  
Rome, Smith and Lutz

**1. Call to Order:** With a quorum present, Chairperson Marcia Leclerc called the meeting to order at 12:01 pm.

**2. Public Comment:**

There were no public comments.

**3. Approval of Minutes from January 24, 2018:**

Chairperson Marcia Leclerc requested a motion to adopt the minutes.

Jon Colman made a motion to approve the Policy Board Meeting minutes from January 24, 2018. Dave Kilbon seconded the motion and it carried unanimously.

**4. Correspondence/Handouts:**

- Letter from Town of Avon re: CRCOG representatives
- Letter from Town of Bolton re: CRCOG representative
- Letter from Town of Simsbury re: CRCOG representatives
- CACT Annual Legislative Breakfast invitation

**5. Monthly Reports:**

**a. Chair and Executive Director Report**

Executive Director Dr. Lyle Wray provided this update to the Board. He asked if the Board had any questions regarding his monthly report. There were no questions.

**b. Opportunities and Resources**

Dr. Wray stated that there currently is a lot going on with legislature. The deadline for bills is Friday, February 23, 2018 and that this will be discussed more during the Legislative update.

### **c. Municipal Services and Purchasing Council**

Peter Souza provided the following updates to the Board:

- Plans are underway to enhance the breadth of information and resources available via the HR Portal at NutmegHR.org. Watch for new HR templates and training opportunities, as well as a call for towns to upload more HR documents to expand our online libraries.
- The Fuel Oil & Diesel bid will be opening on Thursday, February 22.
- The Human Services Coordinating Council is meeting on Monday, February 26. Topics on the agenda are Dial-A-Ride and a discussion about potential sharing of health & social services.

### **d. Policy and Planning**

Mary Ellen Kowalewski provided the following updates to the Board:

- Provided an update on Regional Complete Streets Assessment, Action Plan and Policy
- Held first Advisory Committee Meeting December 13<sup>th</sup>—this committee includes selected municipal representatives, CT DOT, partner agencies including representation from public health
- Held first Technical Advisory Committee Meeting January 24<sup>th</sup> –includes representatives from each municipality; partners currently helping us to gather data on the street network. Interactive online mapping tool is being used by communities to input data on street characteristics, including on-street parking, sidewalks, road width, bike lanes, etc. Data due February 23<sup>rd</sup>.
- Public Survey— we are also looking to gain information from the general public on CROGSurvey.com, featured on homepage of CROG website. Some towns have helped us extend survey reach by linking our survey to the municipal websites—welcome your help with this. It is an interactive map style survey—respondents are asked to place pins on a map to report locations that need improved walking and biking facilities throughout the region. Survey open through early March. Comments may include things such as missing signals, missing ADA ramps, notation of an area where vehicles don't tend to yield to bikes and pedestrians, dangerous driveways, etc.
- Looking to hold an open planning studio in spring.
- Emily Hultquist and Tim Malone will be presenting at the New England Bike Pedestrian Summit at the end of April on CROG's complete streets planning work, and also how health improvements are linked to complete streets. Congratulate Emily and Tim for being selected to present at this topic—a testimony to the good work they are going on this topic in the region.

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

Cheryl Assis reported that CRCOG continues to participate in the weekly statewide Puerto Rico Relief effort conference calls. At this point, things seemed to have leveled off. The CREC sponsored Relief Center which is serving our towns will be closing on March 15th. CRCOG will continue to advocate for reimbursement for the school systems affected.

She was just informed that we will have a federal audit/monitoring visit at the end of March. CRCOG will have all financial records available for the examiners and also visit several sites/teams within the region where equipment was received.

Two of CRCOG's Planners are attending the "All Hazards for School Planning" course occurring in East Hartford today and tomorrow. She stated that many of our communities sent school security personnel and /or EMD's. She encouraged towns to reach out to CRCOG if they would like a second set of eyes on their school emergency operations plans.

### **f. Transportation Committee**

Jon Colman provided the following updates to the Board:

**LOTICIP Solicitation:** CRCOG's Transportation Committee, although the STF needs relief, feels we should issue a project solicitation for LOTICIP (STP-Urban funds if there is not STF revenue). Staff will issue a solicitation by the end of the month. Construction on new LOTICIP projects would likely not occur until 2020 at the earliest.

**Governor's Proposal:** The Governor and CTDOT announced an indefinite suspension of \$4.3 B in projects if we don't improve revenue to the STF; this is in addition to upcoming rail and bus fare increases and service cuts. The Governor's proposal to stabilize the STF includes:

- A 7 cent increase in the gas tax, gradually implemented over a 4-year period
- Acceleration of the transfer of car sales tax by 2 years
- Establishment of a \$3 per tire fee on tire purchases
- Implementation of statewide electronic tolling beginning in FY2023

**Public Hearings on Proposed Fare Increases and Service Reductions:** CTDOT is holding a number of public hearing to gather feedback as it relates to possible actions necessary to fix an estimated \$60 million budget shortfall for transit and rail accounts. If approved, a rail fare increase would take effect in three phases. A bus fare increase would take effect July 1, 2018, no bus service changes are proposed at this time.

**Trail Gap Closure Study:** Copy of the Executive Summary for the Plainville Gap Closure Study was in the package. CRCOG has been working with town officials to develop a preferred alignment to fill a gap in the Farmington Canal Heritage Trail. A

robust public outreach process was followed and the Town Council endorsed the plan last night. The Board will be asking to act on a resolution next month.

## **6. Presentation/Updates:**

- **Cybersecurity Action Plan for Connecticut – Art House**

State of Connecticut's Chief Cyber Security Risk Officer, Arthur House, spoke to the Board about the severity of cyber threats. He stated that municipalities are core targets because of how easy it is to penetrate their databases, and that the information that can be recovered is very valuable. Mr. House explained that this is a global challenge and that third world countries have the capability to invade Connecticut systems.

Art House reviewed the following major points:

- Nothing is safe when it comes to cyber threats;
- Offence out does defense – it is much easier to invade then defend;
- State and local government play key roles in this issue;
- Pay attention to the **7 principles (below)** listed in the **Cyber Security Strategy**:
  1. **Executive awareness and leadership**: cybersecurity should be a priority for business and government leaders;
  2. **Literacy**: a literate and mindful citizenry and workforce create a strong cybersecurity society;
  3. **Preparation**: conduct risk assessments, share information with public and private entities;
  4. **Response**: execute incident response plans, activate a cyber disruption response team;
  5. **Recovery**: identify and investigate damage from the attack, follow through to execute recommendations and alleviate actions;
  6. **Communication**: advocate common understanding of risks, threats, potential consequences, goals and objectives;
  7. **Verification**: are efforts working to reduce cybersecurity risks?
- Know how to act, professionally and personally, if a cyber-attack occurs.

Art House stated that as we enter 2018, the two major vulnerabilities to be aware of are Spectre and Meltdown. These bugs affect computer chips and can be catastrophic.

Mark Walter asked why the IRS has not issued all cities and towns identity protection PINS numbers. Art House said he does not know but feels it is a good idea to do so.

Mayor Leclerc stated that East Harford has begun performing penetration testing. She will update the Board with the outcome when the testing is completed. Art House encouraged all cities and towns to pursue penetration testing.

The complete Cyber Security Strategy may be viewed at [www.ct.gov/ctcyberlibrary](http://www.ct.gov/ctcyberlibrary) .

**ACTION ITEMS:** None.

**Metropolitan Planning Organization Items:**

## **7. Action: TIP Amendments**

**Jon Colman made a motion to approve the TIP Amendments as presented. Dave Kilbon seconded the motion and it carried unanimously.**

## **Information/Opportunity/Resource Items**

### **8. Legislative Update**

Kathie Lutz of Rome, Smith and Lutz stated that this is a short session and that the deadline for bills is Friday, February 23, 2018.

Jeff Bridges indicated that he had heard of a proposal to eliminate the motor vehicle tax. Kathie Lutz stated not at this time.

Jon Colman asked if the sale of transportation bonds is still on hold. Kathie Lutz replied yes. Dr. Lyle Wray stated that the cost to fix the deficit for the next several years is estimated to be around 60 million dollars. He explained that although this is not an extremely large amount of money, it is enough to stop bonds from being issued.

### **9. Governor's Proposal to Stabilize the STF**

Jon Colman spoke to the Governor's proposal to stabilize the STF. He stated the four specific actions included in this proposal are as follows:

- A seven cent increase in gas tax, executed gradually over a four-year period;
- Implementation of statewide electronic tolling beginning in fiscal year 2023;
- Acceleration of the transfer of car sales tax by two years; and
- Establishment of a \$3.00 per tire fee on tire purchases.

Robert Lee feels that the Policy Board should take a stand on the Governor's recommendations. Discussion followed. Dr. Lyle Wray will draft something in writing for the Board to transmit support for the first three of four elements.

### **10. Public Hearings on Proposed Fare Increases and Service Reductions**

Jon Colman stated a series of seven Public Hearings to gather input on proposed bus and rail fare increases and services reductions have been scheduled. For a complete list of the hearings, please click [here](#) .

### **11. Farmington Canal Heritage Trail Gap Closure Study**

Tim Malone provided an update to the Board on the Farmington Canal Heritage Trail Gap Closure Study (FCHT). CROG has been working on this study since 2016. When complete, it will be an 84 mile long multi-use trail from New Haven to Northampton. Currently, every section in Connecticut except for Plainville is either finished, in construction, or in design. Contingent upon approval by the Plainville Town Council, CROG Staff will be seeking endorsement of the Final Report by the Transportation

Committee on March 19, 2018. Following that, a study resolution will be brought before the Policy Board for adoption on March 21, 2018.

**12. Other Business:** None.

**13. Adjournment:**

With no further discussion items, Chairperson Marcia Leclerc requested a motion to adjourn.

**Jon Colman moved adjourn meeting. Dave Kilbon seconded and the motion carried unanimously. The meeting adjourned at 1:15 pm.**