

# 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, April 25, 2018**  
**12:00 pm**  
**APPROVED**

## **Members and Alternates**

Joe Higgins  
Brandon Robertson  
Chris Edge  
Jon Colman  
Joyce Stille  
Leslee Hill  
Mark Walter  
Dave Kilbon  
Marcia Leclerc  
Lori Spielman  
Peter Falk  
Nancy Nickerson  
Chip Beckett  
John Ward  
Alex Beaudoin  
Luke Bronin  
Paul Shapiro  
Scott Shanley  
Daniel Salerno  
Roy Zartarian  
Robert Lee  
Maria Capriola  
Robert Phillips  
Bill Hawkins  
Steve Werbner  
Jeff Bridges  
Peter Souza  
Chris Kervick

## **Town/Organization**

Andover  
Avon  
Berlin  
Bloomfield  
Bolton  
Canton  
Columbia  
East Granby  
East Hartford  
Ellington  
Enfield  
Farmington  
Glastonbury  
Granby  
Hartford  
Hartford  
Mansfield  
Manchester  
New Britain  
Newington  
Plainville  
Simsbury  
Southington  
Suffield  
Tolland  
Wethersfield  
Windsor  
Windsor Locks

## **Staff**

Cheryl Assis  
Hedy Ayers  
Winsome Barnaby  
Kimberly Bona  
Jennifer Carrier

CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG

Emily Hultquist	CRCOG
Mary Ellen Kowalewski	CRCOG
Lyle Wray	CRCOG
Pauline Yoder	CRCOG

**Guests**

Grace Tiezzi	Town of Avon
Robert J. Bruno	CT Airport Authority
Alex Johnson	Capital Workforce Partners
Kevin Lembo	CT Comptroller
Dennis Solensky	CTDOT
Grayson Wright	CTDOT Dept. Coordinator
Kathie Lutz	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 March 21, 2018:**

Chairperson Marcia Leclerc requested a motion to adopt the minutes.

**Lori Spielman made a motion to approve the Policy Board Meeting minutes from March 21, 2018. Joyce Stille seconded the motion and it carried unanimously.**

**4. Correspondence/Handouts:**

- Letter from Town of Rocky Hill re: CRCOG representative
- Letter to governor Malloy re: Urgent Need for Action on STF
- Press Release: CT **fastrak** Ridership Remains Strong After Three Years
- CRCOG Regional Sustainability Awards

**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.

Dr. Wray informed the Board that there has been no response from the State pertaining to the second letter that CRCOG sent to Governor Malloy regarding the urgent need for action on the Special Transportation Fund (STF). He stated that a bill is likely to come before the General Assembly this week that proposes the acceleration of new car sales tax transfer to the STF. This should balance the STF for

the next five years. He urged members to contact their legislators expressing support for this bill. Mayor Leclerc would like to see a bullet-point summary regarding the STF. Dr. Wray will provide this to the Board.

Dr. Wray asked the Board to kindly review the Regional Sustainability Awards brochure included in the packets. Nominations are due shortly.

Dr. Wray provided an update regarding the Nutmeg HR portal project. He explained that Hedy Ayers has been working on this for a long time and significant progress is being made. Many towns – 41 - are using the online permitting system.

Dr. Wray stated he met with Mary Glassman from CREC and Elliot Ginsberg from Novus Insights (formerly CCAT) regarding the issue of cybersecurity. He explained numerous towns have been impacted by this serious matter. He stated they continue to seek solutions to this problem and it is a work in progress. He will continue to provide updates to the Board.

Dr. Wray stated the Comprehensive Economic Development Plan (CEDPS) is coming along well.

## **b. Opportunities and Resources**

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

Peter Souza provided the following updates to the Board:

- Municipal Services Committee met on April 17th and had a presentation regarding NECCOG's tax revaluation program as well as other shared services.
- The ezIQC User's Group meeting will be held on Wednesday, May 23<sup>rd</sup> from 12-3pm in Southington.
- The Human Services Coordinating Council will meet on Monday, May 14, 2018 at 10am at MIRA. We will have a presentation on Dial-A-Ride data and a speaker from CT Voices for Children.
- Staff will release an RFI for time and attendance software in May, based on discussions at Municipal Services and as an extension of the HR Portal project. Interested towns should contact Maureen Goulet.

## **d. Policy and Planning**

Mary Ellen Kowalewski provided the following updates to the Board:

### **MetroHartford Brownfields Program**

- At last month's meeting, the Policy Board allocated \$750,000 in funding for Brownfields remediation subgrants and loans to three projects:

- 889 Farmington Ave in Berlin, a TOD site adjacent to the Berlin Train Station
- 40 Maple Street, Somers, site of the former Somersville Mill complex
- The former Rocky Hill Foundry site, a prospective mixed-use redevelopment site overlooking the CT River
- This month staff focused on drafting and executing two Subgrant agreements for the Berlin and Rocky Hill projects.
- This allowed CRCOG to apply for \$680,000 in supplemental EPA funding on April 13<sup>th</sup> to fund completion of the Somers and Rocky Hill projects, and also one additional project already approved by EPA, remediation of the Silver Lane Plaza property in East Hartford.
- Supplemental funds are likely to be awarded in May.
- In May, we also expect to hear whether CRCOG has been successful in receiving Brownfields assessment funding to keep that part of the program going.

### **Corridor Advisory Committee (CAC)**

- CRCOG conducted very well attended CT **fastrak** / CT **rail** Hartford line Corridor Advisory Committee Meeting on April 18<sup>th</sup>.
- The CAC is made up of representative from CT **fastrak** and CT **rail**-Hartford line communities, state agencies and non-profit organizations. The committee meets periodically to engage the participants in discussion of TOD opportunities linked to the rapid transit and rail investments to review the progress of these projects, and to discuss issues of common concern.

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

Joyce Stille provided the following updates to the Board:

- DEMHS just announced that the 2018 Statewide Governor's Emergency Planning and Preparedness Initiative will take place on Saturday June 16<sup>th</sup> and Wednesday June 20<sup>th</sup>. The scenario will be a Tropical Storm. CRCOG staff will be participating as well.
- The Federal Homeland Security audit will be held tomorrow. Cheryl will be on site with the group as they view various equipment purchased for the region.
- The DEMHS Best Practices Forum will be held this Friday. This year, our region will be presenting on our Incident Communications or I-COMM team.

### **f. Transportation Committee**

Jon Colman reiterated concerns related to the Special Transportation Fund (STF) shortfall and briefed the Board as it relates to discussions the Transportation Committee had. Mr. Colman commented that CRCOG staff met with CTDOT as it relates to the STP-Urban Program and staff felt it was an ineffective, unproductive meeting. CTDOT resources continue to be limited and, although CTDOT prepared a draft transition plan for LOTCIP projects, it had not yet been shared with the regions. The Transportation

Committee discussed organizing a meeting with the Federal Highway Administration to discuss the possibility of CRCOG administering the STP-Urban program (in the event there is no relief to the STF and DOT resources continue to be limited).

Scott Shanley asked that if the legislature approves the bill on new car taxing, will it relieve the LOTCIP issue. Jon Colman stated it will partially relieve the issue, however there is still a need for an appropriate release for bonding. Dr. Wray added, there is also an issue with the capacity of staffing at DOT.

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

- **CT State Comptroller Kevin Lembo**

Kevin Lembo provided an update to the Board on state budget projections. He explained he had previously projected ending the fiscal year with an approximate 200 million-dollar deficit, however he has since received figures from OPM that have been worked into this projection.

He stated the budget reserve is expected to go from \$200 million to approximately 1.3 billion-dollars, but any year-end difference will come out of the reserve.

He asked the Board to be aware of [House Bill No. 5384](#), “An Act Concerning Prescription Drug Costs.” This bill is meant to shed light on pharmaceutical pricing. He encouraged municipal officials to reach out to their legislators regarding this bill.

Scott Shanley asked, in terms of said “one-time revenue” what amount of this would be returned? Comptroller Lembo stated 75%.

Dr. Chip Beckett asked if there is any concept of paying past liabilities. Kevin Lembo expressed concern with this well intended attempt because he is unsure where things will stand financially in 2 or 3 years.

Discussion followed.

Mayor Leclerc thanked Comptroller Lembo for his time and update to the Board.

Before moving on to the next presentation on the agenda. Mayor Leclerc asked Alex Johnson from Capital Workforce Partners for his update. Mr. Johnson asked the Board to pay attention to [Senate Bill No. 535](#), “An Act Establishing the Apprenticeship Connecticut Initiative and Concerning Economic Development and Manufacturing Bonds for Submarine Facility Capital Improvements.” He urged municipal officials to reach out to their legislators in support of this bill.

- **Final BDL Master Plan – Robert Bruno, Director of Planning, Engineering and Environment Services at Connecticut Airport Authority**

Bob Bruno provided a presentation to the Board on the Bradley International Airport Master Plan Update. His presentation outlined the following items:

- Review of Findings
- Airfield Development Recommendations
- Access & Terminal Building Alternatives
- Land Use & Non-Aeronautical Development
- Next Steps

He reviewed a summary of the preferred aviation activity forecasts for air carrier activity (operations and enplanements), GA activity (based aircraft and operations), and military activity. The recommended forecast summary indicated an average annual growth rate (AAGR) of 1.23% between the years 2017-2037.

He discussed design aircraft, including terminal design and future airport design. Mr. Bruno spoke about 20-year airport requirements for both the airfield and terminal areas.

Bob Bruno stated the plan for the Ground Transportation Center (GTC) is in its final designs phase. The GTC will consist of the following units: Ready/return garage, public parking and QTA garage. Mr. Bruno discussed proposed parking expansion and non-aeronautical development.

He concluded by stating the next steps will include preparation of a Master Plan Report, preparation of an Airport Layout Plan (ALP) drawing Set and FAA Approval.

Mayor Leclerc stated the 20-year projections shown in the forecast summary reflect a rather significant increase. Mayor Luke Bronin asked how the forecast summary figures were calculated. R. Bruno stated the source that the information came from was the 2013-2033 Aerospace Forecast, 2013 BDL Terminal Area Forecast (TAF), and CHA 2013. Figures were also based on the trend in air service and market share analysis.

Dr. Beckett asked when Mr. Bruno anticipates the need for new gates. Mr. Bruno predicts new gates will be needed in approximately 10 years or so.

Discussion followed.

To view the full presentation please click [here](#).

- **Slide Show of New Developments Completed or Underway in CT *fastrak* and CTrail-Hartford Line Station Areas, Presentation by Mary Ellen Kowalewski, Director of Policy and Planning and Emily Hultquist, Principal Planner and Policy Analyst.**

Mary Ellen Kowalewski stated CRCOG has been working with our communities since 1999 to help them envision the development opportunities presented by the large investment in bus rapid transit and enhanced commuter rail service being planned for the region.

She stated that a series of state and federal grants administered by CRCOG, as well as direct grants to municipalities have helped towns lay the planning and zoning groundwork for the development they hoped to see in the future. She explained now that CT **fastrak** has been running for 3 years, and the CT **rail**-Hartford Line service will launch in June 2018, all the work is coming to fruition.

Emily Hultquist provided a visual tour of some of the TOD completed and underway in the CT **fastrak** and CT **rail** corridors.

Mayor Leclerc asked what the ratio of state to private investments is. Emily Hultquist explained that CRCOG will be researching this next.

To view the full presentation please click [here](#).

- **CRCOG FY 2018-2019 Budget Summary Highlights**

Pauline Yoder updated the Board on CRCOG's FY 2018-2019 accomplishments and goals and provided a summary of revenues and expenditures.

FY 2018-2019 Assumptions include:

- Base Cost of Living Adjustment for CRCOG staff;
- State level financial pressures on CRCOG:
  - Transportation match
  - State Funding

Pauline Yoder stated the outlook for FY 2022-2023 is challenging and staff recommends review and mitigation measures as necessary beginning FY2021-2022.

To view the full presentation please click [here](#).

**ACTION ITEMS:**

**6. Action: Resolution for Communications Consulting Services**

Hedy Ayers presented this Resolution to the Board.

**Joyce Stille made a motion to approve the Resolution for Communications Consulting Services. Dave Kilbon seconded the motion and it carried unanimously.**

Hedy Ayers stated the cost for the plan itself will be approximately \$7,460.

**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.**

**8. Action: Resolution Authorizing Execution of Agreement with AECOM, Inc for Long Range Transportation Plan Update Assistance**

**Jon Colman made a motion to the Resolution Authorizing Execution of Agreement with AECOM, Inc for Long Range Transportation Plan Update Assistance. Dave Kilbon seconded the motion and it carried unanimously.**

**Information/Opportunity/Resource Items**

**9. Save the Date – 2018 CRCOG Annual Meeting**

Dr. Wray stated that 2018 CRCOG Annual Meeting will be held on Wednesday, June 13<sup>th</sup> at 12 noon, at 616 New Park Avenue, West Hartford. He encouraged attendees to utilize CT *fastrak* as the location is adjacent to Elmwood Station.

**10. Amazon HQ2 After Action Review and Recommendations**

Dr. Wray thanked Maureen Goulet for putting together the first draft of this memo. He stated that many proposals from Connecticut were submitted to Amazon HQ2. Dr. Wray explained that we must do a better job coordinating state efforts in the future. He asked the Board to please review the memo and let him know of any questions they may have.

**11. Legislative Update**

Kathie Lutz provided this update to the Board. She stated that this has been a rather slow session.

**12. 2018 NEKC Mayors' Forum**

Dr. Wray stated the 2018 NEKC Mayors' Forum is being held tomorrow, April 26, 2018 at Goodwin College, Main Campus Building and will begin at 8:30am.

**13. The Hartford Line**

Dr. Wray stated the Hartford Rail Line Service will launch on June 16<sup>th</sup>. A commemorative inaugural event will be held on June 15<sup>th</sup> at each station on the line.



**14. FFY 2017 Federally Obligated Projects**

Jennifer Carrier reviewed the FFY 2017 list of federally obligated projects with the Board.

**15. Other Business:** None.

**16. Adjournment:**

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

**Lori Spielman moved adjourn meeting. Joyce Stille seconded and the motion carried unanimously. The meeting adjourned at 1:54 pm.**