

Capitol Region Council of Governments

241 Main St., Hartford, CT 06106
Phone: (860) 522-2217 FAX: (860) 724-1274

Policy Board Special Meeting
CRCOG Offices, 241 Main Street, 3rd Floor Board Room, Hartford, CT 06106
Wednesday, February 27, 2019
12:00 pm
DRAFT UNTIL APPROVED

Members and Alternates

Joe Higgins
Brandon Robertson
Chris Edge
Jon Colman
Sandra Pierog
Joyce Stille
Robert Skinner
Mark Walter
John Elsesser
Dave Kilbon
Marcia Leclerc
Lori Spielman
Nancy Nickerson
Chip Beckett
David Grant
Derrick Kennedy
Paul Shapiro
Scott Shanley
Robert Lee
Rob Phillips
Steve Werbner
Melissa Mack
John Ward
Matt Hart
Erika Wiecewski
Peter Souza
Chris Kervick

Town/Organization

Andover
Avon
Berlin
Bloomfield
Bolton
Bolton
Canton
Columbia
Coventry
East Granby
East Hartford
Ellington
Farmington
Glastonbury
Hartford
Mansfield
Mansfield
Manchester
Plainville
Southington
Tolland
Suffield
Vernon
West Hartford
Willington
Windsor
Windsor Locks

Staff

Cheryl Assis
Winsome Barnaby
Kimberly Bona
Hannah Casey
Emily Hultquist
Brian Luther
Cara Radzins

CRCOG
CRCOG
CRCOG
CRCOG Intern
CRCOG
CRCOG
CRCOG

Lyle Wray
Pauline Yoder

CRCOG
CRCOG

Guests

Alex Johnson
Sandy Fry
Maureen Lawrence
Mark Massaro
Jonathan Harris
Chris Smith

Capital Workforce Partners
City of Hartford
CTDOT
Eversource
OPM
Rome Smith Lutz

1. Call to Order: Chairperson Marcia Leclerc called the meeting to order at 12:01 pm.

2. Public Comment:

Mayor Leclerc announced that David Grant has taken over for Alex Beaudoin as Hartford’s Policy Board designated representative.

Mark Massaro of Eversource introduced himself and thanked municipal officials for their patience during the recent windstorm regarding power restoration in their towns.

3. Approval of Minutes from January 30, 2019:

Chairperson Marcia Leclerc requested a motion to adopt the minutes.

Jon Colman made a motion to approve the Policy Board Meeting minutes from January 30, 2019. Scott Shanley seconded the motion and it carried unanimously.

4. Correspondence/Handouts:

- Letter to Congressman Neal re: East West Passenger Rail Study

Dr. Wray reviewed the letter from CRCOG requesting Congressman Neal’s office to request that MassDOT expand the East-West Passenger rail study scope to recognize shared economy and the large passenger market in our area.

- Press Release: Blumenthal & Murphy Introduce Bills to Provide Relief to Homeowners and Businesses with Crumbling Foundations
- Press Release: Courtney and Larson Highlight Crumbling foundations Amendments Included in Latest Government Funding Package

Dr. Wray stated crumbling foundations continue to be a major issue. Currently, there are 18 proposed bills in legislature regarding this problem.

- The Silver Tsunami: Coping with the Coming Public Sector Retirement Boom

Dr. Lyle Wray stated on Thursday, March 7th there will be a forum and luncheon at the UConn Hartford Campus with state and local leaders addressing the challenges of the retirement boom.

Matt Hart discussed state and local workforce trends with the Board. Please [click here](#) to view the infographic Matt shared with Board members. He stated that the lunch will begin at 11:30am, and the forum will be held from 12pm – 1:30pm at UConn on Prospect Street, Hartford. Matt stated the following fields will be discussed: town management, public safety, engineering, skilled trades. He encouraged board members to attend this forum on the impacts of the retiring population. Please register by March 4th at: https://uconn.co1.qualtrics.com/jfe/form/SV_7Pd9TFYWSvJu68Z

Handout #1: [Governor Lamont Fact Sheet HB #LCO 4579](#)

Handout #2: [Governor Lamont Budget information](#)

Mayor Leclerc entertained a motion to amend the agenda to address the first item under “Presentation / Updates” entitled *Jonathan Harris, OPM*, at this time.

Jon Colman made a motion to amend the agenda to address the first item under “Presentation / Updates” entitled *Jonathan Harris, OPM*, at this time. Steve Werbner seconded the motion and it carried.

6. PRESENTATION / UPDATES:

- **Jonathan Harris, OPM**

Jonathan Harris, Undersecretary OPM, discussed House Bill #7192 *An Act Concerning Municipal and Regional Opportunities and Efficiencies*. He talked about the proposal for shared assessment services within the COG’s, stating this could result in better data sets and more accurate assessments, as well as cost savings for municipalities.

Discussion followed. Jonathan Harris answered a variety of questions from Board members.

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

c. Municipal Services and Purchasing Council

Peter Souza provided the following update to the Board:

- CRPC opened Fuel Oil on 2/21, bid tabulation is posted on our website and we are currently soliciting requirements for Swimming Pool & Water Treatment Chemicals and Bituminous Class 1 and 2 and Curb Mix. Requirements due March 4th.
- The next Human Services Coordinating Committee meeting will be held on Monday, March 11th, and we will have speakers from the FBI and DCF on the subject of Human Trafficking.
- CRCOG signed an amendment with NOVUS Insight (formerly CCAT) to add on Cybersecurity Programs (assessment, remediation, maintenance and training). Please contact Brian Luther for additional information.
- Old Lyme signed this month to the Regional Online Permitting Program bringing the total to 47 towns.

d. Policy and Planning

Emily Hultquist provided this update to the Board.

e. Public Safety and Homeland Security

Joyce Stille provided this update to the Board.

Public Safety staff arranged for a Basic First Aid/CPR Certification course for the office which was held last week. 17 CRCOG staff members are now certified in CPR and the use of an AED.

Per the request at the last meeting the First Hour Emergency Checklist for Elected Officials and senior staff is now available on the CRCOG website

DPH is encouraging regions to consolidate mass dispensing areas. We have begun that discussion in our region with Emergency Support Function 8 – Health and Medical Services. They are pursuing a recommendation to have one MDA in our region.

John Elsesser requested that CRCOG look in to the “Stop the Bleed” program.” He feels this is an important topic and would like to see CRCOG facilitate this for municipalities. Scott Shanley concurred regarding the importance of this awareness. Dr. Wray said that CRCOG will look in to this and will report back to the Board.

f. Transportation Committee

Jon Colman provided this update to the Board:

LOTICIP

- One cost increase was approved for the Suffield Multi-Use Trail (Route 168).

- Staff prepared an analysis of all LOTCIP project cost histories. A total of 24 CRCOG projects have received Authorization to Award Letters. CRCOG initially approved \$29.2 million of LOTCIP funding for these projects. Final Authorization to Award amounts totaled \$29.5 million, or approximately 1% more than the initial solicitation award. This is a testament to the knowledge of the town staff who prepare the applications.

Eversource Utility Relocation Charges to Municipalities

- Transportation Committee discussed Eversource's latest policy guidance table regarding cost reimbursement for utility relocations. A request for clarification was previously transmitted to Eversource by Mr. John Elsesser, Coventry Town Manager, and a response was expected by February 15th. No response has been received. Transportation Committee passed a motion for Policy Board to file a complaint with the Public Utilities Regulatory Authority (PURA), as appropriate. Mr. Elsesser noted that the individual from Eversource that he'd been coordinating with has been dealing with the recent windstorm and that he will follow-up.

Metropolitan Transportation Plan and Air Quality Conformity Analysis

- CRCOG's Metropolitan Transportation Plan (MTP) and CTDOT's Air Quality Conformity Analysis (AQCA) are currently open for a 30-day public comment period. The State performs the AQCA on a statewide basis, and analysis shows that the documents are within conformity levels. Full documents are available on the CRCOG website, and comments can be sent to Tim Malone by March 22nd.

Mayor Leclerc stated she would like to have Transportation Commissioner Joe Giulietti attend a future Board meeting. The Board members concurred. Dr. Wray will work on arranging this.

g. Capital Workforce Partners

Alex Johnson provided this update to the Board. To view the highlights of his update, please [click here](#).

6. Presentation/Updates: (continued)

- **Jonathan Harris, OPM** (this item was addressed earlier in the meeting)
- **Regional Bikeshare RFP, Sandy Fry**

Emily Hultquist and Sandy Fry discussed the Regional Bikeshare RFP with the Board. Discussion followed.

ACTION ITEMS:

7. Action: Legislative Agenda Item – Connecticut Infrastructure Bank Testimony

Jon Colman moved to approve support for the Connecticut Infrastructure Bank Testimony as presented. Dave Kilbon seconded the motion and it carried.

8. Action: Resolution for Regional Parcel Viewers/GIS migration

Joyce Stille made a motion to accept the Resolution of the Capitol Region Council of Government Authorizing Execution of an Agreement with CAI Technologies, Inc. for GIS Portal and Update Services. Jon Colman seconded the motion and it carried.

9. Action: Resolution Authorizing Execution of Subcontractor Agreement between CRCOG and the CT Department of Public Health for an Active Transportation Education and Implementation Project

Jon Colman made a motion to accept the Resolution Authorizing Execution of Subcontractor Agreement between CRCOG and the CT Department of Public Health for an Active Transportation Education and Implementation Project. Dave Kilbon seconded the motion and it carried.

Metropolitan Planning Organization Items:

10. Action: TIP Amendments

There were not TIP Amendments.

Information/Opportunity/Resource Items

11. 2019 Legislative Update

Chris Smith from Rome Smith Lutz provided this update to the Board.

12. 2019 Annual Meeting option

Dr. Wray entertained the idea of holding the 2019 CRCOG Annual Meeting at Real Art Ways in Hartford. The Board authorized moving forward with the event.

Dr. Wray stated a potential date for the meeting is Tuesday, June 4th, 2019.

13. Other Business

There was no other business.

14. Adjournment

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

Jon Colman moved to adjourn the meeting. Joyce Stille seconded the motion and it carried unanimously. The meeting adjourned at 1:08 pm.