

# 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, April 3, 2019**  
**12:00 pm**  
**DRAFT UNTIL APPROVED**

## **Members and Alternates**

Brandon Robertson  
Chris Edge  
Jon Colman  
Joyce Stille  
Robert Skinner  
Mark Walter (via phone)  
John Elsesser  
Dave Kilbon  
Marcia Leclerc  
Lori Spielman  
Chip Beckett  
David Grant  
Paul Shapiro  
Scott Shanley  
Amy Traversa  
Roy Zartarian  
Robert Lee  
John Mehr  
Melissa Appleby  
Rob Phillips  
Steve Werbner  
John Ward  
Erika Wicewski  
Chris Kervick

## **Town/Organization**

Avon  
Berlin  
Bloomfield  
Bolton  
Canton  
Columbia  
Coventry  
East Granby  
East Hartford  
Ellington  
Glastonbury  
Hartford  
Mansfield  
Manchester  
Marlborough  
Newington  
Plainville  
Rocky Hill  
Simsbury  
Southington  
Tolland  
Vernon  
Willington  
Windsor Locks

## **Staff**

Rob Aloise  
Cheryl Assis  
Winsome Barnaby  
Kimberly Bona  
Emily Hultquist  
Tim Malone  
Lynne Pike-DiSanto  
Cara Radzins  
Lyle Wray  
Pauline Yoder

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**Guests**

Susan Bysiewicz  
David Griggs  
Becky Nolan  
Alex Johnson  
Mark Massaro  
Kathie Lutz

Lt. Governor  
Metro Hartford Alliance  
Metro Hartford Alliance  
Capital Workforce Partners  
Eversource  
Rome Smith Lutz

**1. Call to Order:** Chairperson Marcia Leclerc called the meeting to order at 12:02 pm.

**2. Public Comment:**

Mark Massaro of Eversource provided an update to the Board and urged municipal officials to reach out to Eversource regarding energy efficient projects in their town.

Mayor Marcia Leclerc welcomed Lt. Governor Susan Bysiewicz to the Policy Board meeting. Lt. Gov. Susan Bysiewicz provided an update on important state matters and legislative topics.

Dr. Lyle Wray spoke about CTfastrak and how successful it has been had more than 3.5 million riders annually since it began operation in 2015. Dr. Wray expressed the importance and need for the Boston rail connection and respectfully asked Lt. Gov. Susan Bysiewicz to work with Governor Baker to see that this connection comes to fruition.

Dr. Wray conveyed importance of talent recruitment in the region and spoke about CRCOG's recent implementation of the Metro Hartford Economic Development Strategy.

Dr. Wray stated that currently 36 out of the 38 CRCOG towns are part of the CEN network and voiced the importance of continued expansion and support of service.

Lt. Gov. Susan Bysiewicz took questions and comments from Board members. Lengthy discussion ensued.

Mayor Leclerc thanked Lt. Governor Susan Bysiewicz for taking the time to attend and speak to the Board.

**3. Approval of Minutes from February 27, 2019:**

Chairperson Marcia Leclerc requested a motion to adopt the minutes.

**Jon Colman made a motion to approve the Policy Board Meeting minutes from February 27, 2019. Dave Kilbon seconded the motion and it carried unanimously.**

Mayor Leclerc addressed the action items next on the agenda.

**ACTION ITEMS:**

**7. Action: Resolution of the Capitol Region Council of Governments Authorizing Contract Award to Andrews Technology for Time and Attendance Software Pilot Program**

**Joyce Stille made a motion to accept the Resolution of the Capitol Region Council of Governments Authorizing Contract Award to Andrews Technology for Time and Attendance Software Pilot Program. Scott Shanley seconded the motion and it carried unanimously.**

**Metropolitan Planning Organization Items:**

**8. Action: TIP Amendments**

**Dave Kilbon made a motion to approve the TIP amendments as presented. John Elsesser seconded the motion and it carried unanimously.**

**9. Action: Memo/Resolution CONNECT2045-CRCOG's Metropolitan Transportation Plan**

**Chris Edge made a motion to accept the Resolution to adopt CONNECT2045-CRCOG's Metropolitan Transportation Plan as presented. Joyce Stille seconded the motion and it carried unanimously.**

**10. Action: Memo/Resolution Air Quality Conformity Analysis**

**Dave Kilbon made a motion to adopt the Resolution for Air Quality Conformity Analysis as presented. Lori Spielman seconded the motion and it carried unanimously.**

**11. Action: Memo/Resolution Transit Assess Management (TAM) Performance Targets**

**Joyce Stille made a motion to adopt the Resolution for TAM Performance Targets as presented. Steve Werbner seconded the motion and it carried unanimously.**

Mayor Leclerc resumed regular order of the agenda, addressing item 4, next.

**4. Correspondence/Handouts:**

- Testimony on H.B. 7192 An Act Concerning Municipal and Regional Opportunities and Efficiencies
- Tourism Report

- Save the Date: New England Knowledge Corridor (NEKC) Partnership's 2019 Spring Forum

Dr. Wray stated the NEKC 2019's Spring Forum will be held on Tuesday, April 30<sup>th</sup> and will be held at Tower Square Hotel, 2 Boland Way, Springfield, Massachusetts. Networking will be from 7:30-8:30 am, and the program will begin at 8:30am.

[Handout 1: Testimony of General Assembly Appropriations Committee](#)

Alex Johnson provided an update to the Board on this testimony.

[Handout 2: CRCOG Regional Whole Community Workshop](#)

[Handout 3: CRCOG Cybersecurity Program](#)

[Handout 4: 2019 Freedom of Information Annual Conference](#)

## **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, which was included in the handouts. There were no questions.

### **b. Opportunities and Resources**

On **Wednesday, April 24th at 10:30am**, there will be a meeting in the CRCOG Board Room for those towns in need of new, or replacement, rail stations on the Hartford line. These include: Enfield, Windsor Locks, Windsor, Hartford, West Hartford, Newington, and Berlin.

The agenda would be to go over status, identify issues of concern and possible next steps that might be taken collectively in addition to the work already underway.

The meeting will be held at 10:30 am at the CRCOG Offices, 241 Main Street, 3rd Floor Board Room, Hartford, CT prior to the Policy Board meeting at Noon.

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

Pauline Yoder provided the following update to the Board:

- Bituminous Class 1, Class 2 and Curb Mix will open today (Wednesday, the day of the PB).
- Municipal Cybersecurity Services are now available through the IT Services Cooperative. CRCOG communities and CRPC members and are now able to

purchase Cybersecurity Infrastructure Services at competitively negotiated prices through CRCOG's Technology partner, Novus Insights (handout in the packet).

- CRCOG is currently collecting Human Resource Documents for the Example Document Database. If you have any HR Policies, Procedures, Forms, checklists or other HR documents, please send them to [bluther@crcog.org](mailto:bluther@crcog.org).
- CRCOG is gathering names for an HR Portal Interview Panel Database. The database will not go live until there are enough volunteers to prevent overwhelming a few registrants with requests. If interested, please contact Brian Luther.

#### **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.

The annual Coalition Surge Test will take place on April 22<sup>nd</sup> with the Hospital of Central CT as our host. This is a functional exercise where we will simulate evacuation of all of their beds.

The State held their yearly meetings with EMD's last week. This year's Governor's EPPI (Emergency Planning and Preparedness Initiative) will take place in the fall and have an emphasis on family reunification.

The Non-Profit Security Grant program will be announced in the next week or so. Please let Cheryl know of any non-profit agencies in your communities who may be interested. Last year there was one recipient in our region – a synagogue who is using the funds (\$50,000) for security measures. (FYI Joyce – for security purposes they do not announce which one).

We are hosting a Whole Community Workshop on May 21<sup>st</sup> focused on individuals with disabilities and those with access and functional needs. A flier is at your seat.

#### **f. Transportation Committee**

Rob Aloise provided this update to the Board.

#### **g. Metro Hartford Alliance**

There was no update.

### **6. PRESENTATION / UPDATES**

- **April is Distracted Driving Awareness Month/UConn Transportation Safety Research Center, Amy Parmenter, AAA**

Amy Parmenter of AAA spoke to the Board regarding Distracted Driving Awareness Month and played a public service announcement regarding the dangers of driving and texting.

She stated that UConn will hold a free event on April 23<sup>rd</sup> entitled, “Technology Takes the Wheel.” To register for this event, please visit:

<https://ctsrc.uconn.edu/techtakesthewheel/>

- **CRCOG Metropolitan Transportation Plan, Tim Malone**

This item was tabled to the April 24<sup>th</sup> Policy Board meeting.

- **2019-2024 Capitol Region Natural Hazards Mitigation Plan update, Lynne Pike-DiSanto**

Lynne Pike Di-Santo provided the following update to the Board:

CRCOG has received FEMA’s Approval Pending Adoption for the 2019-2024 Capitol Region Natural Hazard Mitigation Plan Update in March. FEMA’s approval is considered conditional at this time. Final approval will be given after the plan is adopted by the towns and cities.

Each municipality’s legislative body will need to pass an adoption resolution. The resolution needs to be signed by the chief elected official or town manager, if the town manager is designated to sign on behalf of the town.

CRCOG will be providing cities and towns with draft resolutions to be used by their Town Councils/Boards of Selectmen to adopt the plan. We will be emailing each town’s project coordinator and CEO to provide a draft resolution. The towns and cities should adopt the plan in the next few months.

Our consultant, David Murphy of Milone and MacBroom or a member of his team, will be present at the town council or board of selectman meeting to answer any questions.

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

### **11. 2019 Legislative Update**

Kathie Smith provided this update to the Board:

All committees except Finance, Appropriations and Judiciary are done (except for referrals). In a lull while Appropriations sub committees finalize their recommendations to the full committee in preparation for budget negotiations. There is some disagreement between legislators and the Governor on the debt diet. She feels there will be some meeting in the middle on the final bond package. A lot left to do and only 9 weeks left to do it.

## **12. 2019 Annual Meeting update**

Dr. Wray stated the 2019 CRCOG Annual Meeting will be on Tuesday, June 4<sup>th</sup>, 2019 at noon at Real Art Ways, Hartford, CT.

## **13. Other Business**

Dr. Lyle Wray stated there will be a CRCOG Region New Rail Station meeting on Wednesday, April 24<sup>th</sup> at 10:30 am, at CRCOG Offices, 241 Main Street, 3<sup>rd</sup> Floor, Hartford, CT 06106 prior to the Policy Board meeting beginning at Noon.

## **14. Adjournment**

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

**Dr. Chip Beckett moved to adjourn the meeting. Robert Lee seconded the motion and it carried unanimously. The meeting adjourned at 1:32 pm.**