

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 30th 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.
- 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 22nd 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 21st 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 23rd 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 24th 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 4th, 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 24th at 10:30 am, at CRCOG Offices, 241 Main Street, 3rd 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.