



MEMORANDUM

DATE: December 4, 2020
TO: CRCOG Policy Board and Alternates
FROM: Lyle Wray, Executive Director
SUBJECT: CRCOG November 2020 Monthly Report

Here is the November 2020 CRCOG monthly report.

After 47 years at CRCOG, Winsome Barnaby will retire December 31, 2020. She will continue in a reduced capacity to assure completion of the audit and transition. Please join me in thanking her for her capable and loyal service over the years.

If you have questions or suggestions, please let me know (lwray@crcog.org). My direct number is 860 724 4232.

Executive Director Report

On Monday November 2 towns involved in the regional bikeshare program had a video call to update on developments. Participated in statewide long-term emergency response efforts. Participated in the ESF 14 and 6 statewide call on long-term recovery. Participated in the National Association of Regional Councils Major Metros meeting. Participated in an ACIR preparation call for the following general meeting.

On Tuesday November 3, Election Day, participated in a conference call with GRI McChrystal on the long-term recovery effort. Participated in a videoconference on CFSIC draft RFP for management services. Participated in an ESF 14 statewide videoconference.

On Wednesday November 4 took a day of medical leave for a day medical procedure.

On Thursday November 5 took more medical leave but did pop into the COST Technology videoconference and a National Academy of Public Administration webinar on managing technological change with Governor O'Malley formerly of Maryland.

On Friday November 6 participated in the Advisory Commission on Intergovernmental Relations by videoconference. Participated in a call on the Hartford Springfield Boston rail economic impact study by videoconference. With student author reviewed ACIR

draft paper on best practices reviews for CT local government. Participated in a call on the Hartford 400 infrastructure working group hosted by CRCOG.

On Monday November 9 participated in the regional long-term recovery committee staff planning call. Participated in the state ESF 6 and ESF 14 long-term recovery committee call. Participated in the National Association of Regional Councils major metropolitan area call on COVID response.

On Tuesday November 10 participated in the CT Council of Governments monthly call. Participated in the 1000 Friends of CT property tax working group call. Participated in the statewide ESF 14 call on long-term recovery. In the evening attended the Hartford Foundation annual meeting by videoconference.

On Wednesday November 11 CRCOG offices were closed for the Veterans Day Holiday.

On Thursday November 12 had a call with the Metro Hartford Alliance on business attraction and retention “sell sheets” for the region. Participated in a CWP call on Next Generation Partnerships for workforce development.

On Friday November 13 participated in a conference call on UK2070 report and possible application to the northeast region. Participated in a measurable equity conference call. Spoke with Nancy Nesbitt and Mike Goman on a concept for a webinar on reuse of office, restaurant and arterial road adjacent properties.

On Monday November 16 participated in the regional long-term recovery committee staff planning call. Participated in the CRCOG Transportation Committee videoconference. Participated in the unmet needs ESF 6 and 14 videoconference. Participated in the National Association of Regional Councils major metropolitan area COVID call.

On Tuesday November 17 participated in the Capital Workforce Partners board videoconference. Participated in the CCM property tax reform commission videoconference. Participated in a bit of the measurement of equity webinar. Participated in the statewide ESF 14 videoconference. Participated in the Knowledge Corridor steering committee videoconference planning an upcoming conference.

On Wednesday November 18 participated in a COST videoconference on broadband access in the state and region. Helped staff the CRCOG Policy Board meeting. Attended the Planning Department staff check in videoconference. Participated in the regional Next Gen workforce planning meeting hosted by CWP. In the evening attended the German American Chamber of Commerce fall meeting by videoconference.

On Thursday November 19 helped staff the CRCOG 2021 Legislative Committee videoconference. Attended the CT American Society for Public Administration board

videoconference. Hosted the regional Long-Term Recovery Steering Committee videoconference.

On Friday November 20 spoke with Rick Porth of CCM on shared services opportunities. Participated in the Hartford 400 infrastructure working group meeting.

On Monday November 23 participated in the regional long-term recovery committee staff planning call. Had a mentor call with a UConn Public Policy graduate student. Participated in a Long-Term Recovery call with GRI McChrystal group on their work in the region.

On Tuesday November 24 interviewed two finalists for the communications/marketing position at CRCOG. Participated in a CCM property tax reform commission meeting on local revenue options. Hosted a staff discussion of the TOD RFP in process of development. Participated in the 1000 Friends of CT property tax working group videoconference.

On Wednesday November 25 caught up in the office.

On Thursday November 26 and Friday November 27 CRCOG offices were closed for the Thanksgiving holiday.

On Monday November 30 participated in the regional long-term recovery committee staff planning call. Participated in state long-term recovery unmet needs videoconference. Participated in the NARC major metros videoconference.

Finance Highlights

-) Continued work with auditors on FY 2019-2020 Annual Audit
-) Participated in weekly CRCOG Managers meetings
-) Submitted letter to Executive Director on my pending retirement
-) Discussed with staff transition process post retirement
-) Attended Policy Board meeting.

Municipal Services Highlights

Municipal Services Committee

The Municipal Services Committee did not meet in October. The next Municipal Services Committee meeting will be held on **Tuesday, December 8th**. The topic will be the Regional Recovery Plan being developed by GRI.

Long-Term Regional Recovery Steering Committee (RRSC)

The Regional Long-Term Recovery Steering Committee is meeting on a monthly basis. In addition, working groups will also be meeting to coordinate recovery needs.

Currently, the Human Services Working Committee also meets on a weekly basis.

Regional Recovery Steering Committee is currently looking to begin forming the Working sub-committees for economic development as well as other sub-committees. Much of the work and opportunities will depend. Ryan Flynn, Senior Principal at the McChrystal Group, and Howard Smith of Global Resilience Group (GRI), spoke to the group on the current GRI Research Project. Researchers from Northeastern University's Global Resilience Institute conducted and continue to conduct community interviews with diverse stakeholders to assess regional resilience strengths and challenges.

For initial and basic information regarding the Regional Long-Term Recovery Committee please go to: <https://crcog.org/ltr/> .

Questions may be directed to Kim Bona at kbona@crcog.org

CRPC Bid Activities

November Activities:

-) CRPC is currently collecting quantities for grass seed. Quantities are due on December 9th.
-) Gasoline and traffic guideline bids were issued to vendors on November 12th and will be opened on December 11th.
-) The website for CRPC bids was reorganized to allow easier access to CRPC bids. The new website makes it easier to search for CRPC bids and warehouses future bid results. Visit <https://crcog.org/bids/> for more details or contact Kim Bona.
-) CRCOG has conducted an RFQ for COVID-19 related vendors. They can be found on our COVID-19 for municipalities at <https://crcog.org/2020/03/covid-19/>

Upcoming Activities:

-) Quantity requests for fuel oil will be issued to towns at the end of December and due on January 13th.

Regional Assessment

Assessment of the CRCOG area assessment offices will be benchmarked again in the late Fall.

Energy Consortium

The reverse auction took place on November 19th. MP2 was the lowest supplier. Reverse auction results may be found [here](#). Auction results were over 20% in savings from the previous pricing.

Municipalities who are still interested in getting onboard, please contact Kim Bona (kbona@crcog.org).

Cybersecurity

The bimonthly meeting of the Region 3 Task Force's next meeting will be on December 10th, 2020 at 10am. CRCOG is also representing Region 3 on the CT Cyber Security Committee and attended the monthly meeting on November 30th. CRCOG and Region 3 continue to lead the way in regional cyber security coordination.

For additional information, please contact Erik Snowden at esnowden@crcog.org.

Job Order Contracting

Bid openings for general construction and bridge and road maintenance were held on November 17th. CRCOG will make its recommendations to the Policy Board at its December 16th meeting. Results will be announced and available to bidders following the December 16th board meeting. Questions may be directed to Kim Bona at kbona@crcog.org.

HR-Portal

Register now for the HR Portal Interview Panel Database. The database is now live and can be accessed by logging into nutmeghr.org.

CRCOG is collecting Municipal Human Resource Documents for the HR Example Document Database. If you have any HR Policies, Procedures, Forms, or Checklists, (Applications; Job Posting Templates; Affirmative Action Plan; Introductory Period Definition; Jury Duty Leave Policy; other HR documents), please send them to Kim Bona at kbona@crcog.org.

Continued to activate registrations on the HR Portal at **Nutmeghr.org**. The site provides access to model documents, a link to the Municipal Salary Survey and Reporting Tool and key HR resources/links.

The FY'2020-2021 CT Municipal Salary Survey was sent to cities and towns on Monday, October 5th. No new positions have been created this year. Please note: participation in completion of the salary survey is at the discretion of the municipal leader, not CCM. **If you have not already completed the FY'2020-2021 Municipal Salary Survey, please do so as soon as possible.** Please visit ctmunicipaldata.org for more information and to access the salary survey. Questions may be directed to Kim Bona at kbona@crcog.org.

Human Resources Initiative

Policy Board approved contracting with Human Resources Consulting Group, LLC. The contract has been executed and information on these services may be viewed [here](#).

Electronic Document Management Services (EDMS)

EDMS has entered program mode. A demonstration webinar was held on November 17, 2020. Another follow-up webinar will be held in December/January. Please contact pyoder@crcog.org for additional information.

Regional Geographic Information System (GIS)

-) CRCOG IT/GIS now serves on the CT GIS Task Force. This group includes state legislators and is focused on championing and developing state GIS infrastructure and leadership. CRCOG GIS Coordinator is heading a working group that has collected data on the GIS capabilities of state, university, utility and regional entities. This data is being synthesized into a summary document to present to the legislature.
-) CRCOG GIS staff and CAI Technologies are nearing completion of the FY 2021 annual parcel data collection.
-) Installation of CAMA data processors continues.

For more information about CRCOG GIS projects and activities please contact Erik Snowden at esnowden@crcog.org or 860-724-4217.

Solid Waste Management

CCSWA held its annual meeting on November 30th. Due to the uncertainty with the status of MIRA, CCSWA may be going on a temporary hiatus soon.

Crumbling Foundations

Requests for Qualifications

The current RFVQ closed September 30th and the applicants have been evaluated. The following companies were selected for remediation services:

-) Foundation Solutions of New England
-) G Donovan Associates
-) Tectonic Engineers
-) Genovesi Construction LLC

Pending reference checks, selected companies will be posted and available at <https://crcog.org/concrete-vendors/> .

Concrete Foundation Issues Facilitation

CRCOG staff continues to work with various stakeholders including the housing advocate for crumbling foundations on these issues.

Foundation Testing Program

The Foundation Testing Program has been operating since November 28th, 2017. To date, 2510 applications had been received. 2413 applications had been paid and 13 approved for payment. A total of 2145 unique addresses have been reimbursed through this program.

On-Going Programs and Services

Hosting and IT Services

Regional Online Permitting System

Regional Online Permitting System

-) [OpenGov](#) (formerly ViewPointCloud) is offering Connecticut municipalities a special discounted package for rapid, templated deployment of the permitting platform. For inquiries, contact Kim Bona at kbona@crcog.org.

HR Consulting Group

-) Class and Compensation Studies
-) Training (including Sexual Harassment and Diversity)
-) General HR Needs

HR Consulting Group hosted webinar on **Paid Family Medical Leave in Connecticut**, on October 13, 2020. Please [click here](#) to view a recording of the webinar.

VoIP Project

Fiber Optics Installation Services

COG Regional Election Monitor (currently recruiting for an REM)

Human Services Coordinating Council

Public Safety and Homeland Security Highlights

CRCOG Homeland Security & Grant Initiatives.

Work is underway on the FY 18 State Homeland Security Grant Program (SHSGP) grant. Work on the FY 19 SHSGP will commence shortly. The FY 2020 SHSGP grant application was recently approved by DEMHS and all regions presented the most recent budgets. In addition, through left over State FY 2018 funds, CRCOG will receive an extra \$28,000 for the Hartford Bomb Squad which serves as our regional squad as well as \$58,000 additional for equipment maintenance and sustainment. All open grants include funds for training and exercise, contractual support and sustainment and maintenance of regional equipment. There are also set asides for the Hartford Bomb Squad, Capitol Region HAZMAT team and Metropolitan Medical Response System.

A meeting of the Capitol Region PreK-12 Emergency Planning Committee was held on November 19th.

Hosted a flu shot clinic for all CRCOG staff.

Staff began working on a National Association of City and County Health Officials (NACCHO) grant for our Medical Reserve Corps.

COVID-19 Support Activities

The Regional Emergency Support Plan was activated on March 18th. The Regional Coordination Center is on a partial virtual activation. Coordination is being done by the ESF-5 (Emergency Management) and ESF-8 (Public Health and Medical Services) duty officers.

The Capitol Region Incident Management Team (CT-IMT3) has been activated and developed an Incident Action Plan (IAP) which is being reviewed by local public health leads and reissued weekly.

We are utilizing our Regional Distribution Site Standard Operating Guide. Our Regional Distribution Center in West Hartford was opened on March 25th and the three day a week operation ended at the end of August. The site is currently now open on an as needed basis. It was recently opened twice to distribute masks to school districts, and we anticipate this will occur again. The Capitol Region Incident Management Team is manning the site along with staff from the Town of West Hartford, National Guard, CRCOG and area CERT teams.

Finally, we have had requests for our Medical Reserve Corps tent and cabana unit. In addition, MRC members have been deployed to many area nursing homes and hospitals and we are now looking at them to play a role in the contact tracing process. MRC volunteers have also begun assisting at Bradley International Airport to distribute materials for the Governor's Travel Advisory program.

Other Highlights

A bi-monthly Capitol Region Citizen Corps Council meeting was held via Zoom. Our CERT teams found creative and innovative ways to help during the pandemic and reported out on their activities.

Participated in the CRCOG Cybersecurity Task Force meeting.

Working with the Department of Public Health to act as the fiduciary agent for local public health emergency preparedness funds. The third and fourth quarter progress and financial reports from the 14 local public health departments have been submitted along with 24/7 coverage forms, our MCM Action Plan and Multi-Year Training and Exercise Plan. BP1 ended on June 30th and we begin BP2 (while waiting for guidance from DPH). We continue to have CRI Lead meetings on a weekly basis along with local Public Health Director Zoom meetings.

Policy Development and Planning Highlights

Regional Planning Commission (RPC). Staff supported the November 19 meeting of the Commission at which a presentation on Desegregate CT was made. Desegregate CT is a collaborative of individuals and institutions working to change statewide and local land use laws to ensure a more just and equitable Connecticut. Staff worked on reviews and comments for referrals sent to the Regional Planning Commission.

Municipal Zoning, Subdivision and Plan Referrals. Seven (7) new referrals were received. Comment letters were issued for ten (10) referrals.

MetroHartford Brownfields Program. Staff posted an addendum to the Request for Proposals for Licensed Environmental Professionals services to support the new EPA Assessment grant and began review of the 13 proposals received by the November 18th deadline. Staff also held meetings with our EPA program officer and the Town of Somers regarding projects in the Revolving Loan Fund (RLF) program.

Transit-Oriented Development and Town Center Action Collaborative. The vision for this group is aimed at coordinating resources and assisting communities in filling gaps to doing economic development along transit corridors and in town centers. Staff worked on a draft scope of work for a new TOD study. Staff submitted the draft scope to CTDOT for review in November.

Corridor Advisory Committee. The CAC is a convening of the chief elected officials and other key stakeholders along the CT *fastrak* and CT *rail* Hartford Line corridors. There was no new activity with the Corridor Advisory Committee this month.

Active Transportation Planning.

Staff worked on a CDC-funded active transportation project that is being conducted statewide:

-) Held project coordination meetings with the consultant on November 2, 16, and 30.
-) Held coordination meetings regarding the CT Trail Finder project on November 13 and 18.
-) Distributed a solicitation for new projects. Answered questions from potential applicants. Applications were due November 20 and a total of 16 applications were received.

Regional Bikeshare. Held a meeting with CRCOG towns and other organizations with bike share systems to discuss bike share updates on November 2 and had a coordinating call with Superpedestrian on November 4. Began drafting a scope of work for a potential update to the 2014 Regional Bike Share Feasibility study.

Comprehensive Economic Development Strategy/Economic Development.

Provided updated information to the EDA in support of CRCOG's application for Economic Development District designation.

Participated in a kickoff meeting for a statewide Next Generation Industry Sector Partnerships initiative on October 8.

Submitted a revised application for funding to the EDA under the CARES Act in September. Worked with the other COGs to gather additional necessary documents for the application.

Participated in Regional Long-Term Recovery Coordination Meetings on November 2 and November 23.

Helped organize and participated in meetings to discuss the Hartford 400 project and a broader regional transportation vision on November 6 and November 20.

Held a meeting with the MetroHartford Alliance to discuss the upcoming CEDS annual report.

Participated in the November 3 Capital Area Pipeline Partnership Data Working Group meeting held by Capital Workforce Partners.

East Hartford Silver Lane Transportation Corridor Study. No activity.

Enfield Routes 190 & 220. Received comments back from DOT. Draft revisions to scope per comments and sent documents to consultant.

CRCOG Foundation. No activity.

Scenario Planning. Staff continued collecting land use and zoning data for CRCOG's 38 towns to support our scenario planning initiatives.

Connecticut Resource Conservation & Development. CRCOG continues its participation as a representative on the Connecticut Resource Conservation & Development (CT RC&D). Staff participated in a CTRC&D meeting on November 4 to discuss issues pertaining to invasive hydrilla in the Connecticut River. A December 2nd Board meeting is scheduled.

Sustainable CT. No staff activities involving CRCOG occurred during November.

Natural Hazard Mitigation Plan. Staff submitted a grant application in late November for FEMA's Building Resilient Infrastructure and Communities (BRIC) grant program to support the next update to the Capitol Region Natural Hazard Mitigation Plan.

Other

Staff attended the Hartford Complete Streets Working Group on November 9.

Staff attended the State Water Planning Council meeting on November 3 and the Central Water Utility Coordinating Committee Implementation Meeting on November 5.

Staff also attended webinars on:

-) November 16, entitled "Arts & Transportation Rapid Response."
-) November 18, entitled "Sharper Skills in 30 Minutes: Environmental Justice Projects" (UrbanFootprint)
-) November 20, entitled "Resilient Connecticut Summit."
-) November 23, Multimodal Transit Summit (multiple sessions)

Transportation Highlights

Management of the Planning Process

The Transportation Committee held a meeting on November 16. Agenda items included the adoption of the October 26 meeting minutes, and staff reports on LOTCIP FY 2020 Year End Overview, LOTCIP Project Delivery Metrics, Commuter Parking Lot Utilization, 2020 Multimodal and Transit Summit, Performance Measures – 2021 Annual CTDOT Safety Targets, State Local Bridge Program and Eligible Bridge List, Congestion Management Process Updated Report and Draft FY 2021-2025 Capital Plan – CRCOG Staff Comment Letter. Action items included LOTCIP Project Scope Modification Request on Bloomfield Blue Hills Avenue Complete Streets Phase 1, Authorizing Resolution – Transit Priority Corridors Implementation Strategy, Transportation Alternatives Set-Aside Program: Confirmation of Project Support and Draft Transportation Committee Meeting Schedule for 2021.

A Cost Review Sub-Committee meeting was held on November 16. Agenda items included adoption of April 2020 committee meeting minutes, approval of a LOTCIP scope modification for Bloomfield Blue Hills Avenue Complete Streets Phase 1 and a discussion of LOTCIP program delivery metrics.

Senior staff met to discuss staff workloads and regularly updated Executive Director on activities within the Planning Department.

Staff reported on Transportation Committee activities at the November 18 Policy Board meeting.

While working remotely, Planning staff met daily via Zoom.

Held November 12 and 13 interviews for two positions in the Planning department: Transportation Planner and Senior Planner. Made offers to the top-ranked candidates. Ryan Faulkner (current CRCOG intern) will be joining CRCOG as a Transportation Planner beginning on January 4, 2021. The Senior Planner position is still in the process of being filled.

Organized and attended MPO Transportation Director Coordination meeting on November 24.

FFY 2018-2021 Transportation Improvement Program (TIP)

Lists of obligated projects for FFY 2019 and FFY 2020 were posted to the CRCOG website.

With the adoption of the FFY2021-2024 TIP in October, the FFY 2018-2021 TIP will no longer be updated.

FFY 2021-2024 Transportation Improvement Program (TIP)

There were no TIP amendments in November.

Updated CRCOG website with new TIP documents that were approved in October.

Transit Related

Coordinated with CTDOT, CT *transit*, and the Town of Wethersfield regarding bus shelter maintenance. Drafted a letter with the Town of Wethersfield requesting assistance from CTDOT.

Held project update meeting for the Rail Improvements Economic Impact Analysis on November 6 and November 24.

Summarized results of the bi-annual utilization counts of the commuter parking lots in the Capitol Region and posted on the CRCOG website.

Attended Senator Eric Lesser/Anthony Foxx virtual discussion on the Future of Transportation in Massachusetts on November 19.

Sustainable Communities

Staff worked on a CDC-funded active transportation project that will be conducted statewide:

-) Held check-in calls with the consultants on November 2, 16 and 30.
-) Held coordination meetings regarding the CT Trail Finder project on November 13 and 18.
-) Distributed a solicitation for new projects. Answered questions from potential applicants. Applications were due November 20.

Staff attended the CT Greenways Council meeting on November 9.

CRCOG continues its participation as a representative on the Connecticut Resource Conservation & Development (CT RC&D). Staff participated in a CTRC&D meeting on November 4 to discuss issues pertaining to invasive hydrilla in the Connecticut River.

Staff also continues participation in the State Water Planning Council and Central Water Utility Coordinating Committee and attended the WPC meeting on November 3 and WUCC meeting on November 5.

CRCOG continues to administer the MetroHartford Brownfields Program. In November, staff began review of 13 proposals received in response to an RFP for licensed environmental professional services to assist with the new EPA-funded Assessment program. Under the EPA-funded Revolving Loan Fund program- staff continues coordination with Town of Somers and CTDOT regarding Maple Street Bridge project and Somersville Mill site brownfields remediation which is being partially funded through an EPA RLF subgrant. Staff also continues coordination with the Town of Berlin regarding the remediation of a Brownfields parcel partially funded with an EPA RLF subgrant and which is part of the TOD redevelopment site at the Berlin train station.

Staff submitted a FEMA grant application to support the next update of the multi-jurisdictional Natural Hazard Mitigation Plan for the Capitol Region.

Staff continues to review and prepare recommended comments for the Regional Planning Commission on zoning amendments and subdivisions which may have inter-town or regional impact, as well as on local plans of conservation and development. During the month of October, seven (7) new referrals were received. Comment letters were issued for ten (10) referrals. Staff made arrangements for and supported the RPC's November 19th meeting.

Regional Bikeshare

Held a meeting with CRCOG towns and other organizations with bike share systems to discuss bike share updates on November 2. Began drafting a scope of work for a potential update to the 2014 Regional Bike Share Feasibility study.

Project Funding & Development

CRCOG staff regularly works with towns and CTDOT staff to advance projects funded through federal and state programs. Efforts this month included:

Zoom/Remote Meetings:

-) Attended a CRCOG/CTDOT meeting to discuss use of the City of Hartford LOTCIP Project funding (63-718) on November 2
-) Attended internal meeting to discuss graphic memo, scope change memo and Piktochart on November 2
-) Attended LOTCIP meeting with on-call consultant to review Marlborough's North Main Street Sidewalk application on November 12
-) Attended a meeting to discuss LOTCIP applications on November 18
-) Attended internal transportation staff meeting (via Zoom) to discuss LOTCIP projects on November 2,6,9,13,16,20, 23 and 30
-) Prepared for and attended one (1) 90% on-board design review meetings for Coventry Swamp Road on November 24
-) Scheduled one (1) on-board 90% design review (for Stafford Leonard Road) for December 2
-) Attended a meeting with Bloomfield/Simsbury to discuss possible cost increase for Route 1890 multi-Use Trail on November 3.
-) Participated in a November 5 meeting with Senator Osten, and staff from the DOT and town of Marlborough to discuss LOTCIP project delivery

Town and CTDOT Communications:

-) Continue to facilitate advancement of CRCOG approved LOTCIP projects to CTDOT
-) Provided twelve (13) projects applications to be reviewed by on-board consultants for eventual submission to CTDOT
-) LOTCIP 2020 Solicitation Applications advancing to review process
-) CTDOT issued a Commitment to Fund letter for Kensington Bridge Project (L007-0002) on November 24

-) CTDOT issued a Commitment to Fund Letter for Farmington Colt Highway Roundabout Project on November 10
-) CTDOT issued an Authorization to Award Project for Manchester Tolland Turnpike Sidewalk Project (L076-0005) on November 16
-) Drafted a scope modification memo for Bloomfield Blue Hills Avenue Project; submitted to CTDOT on November 30
-) Follow up with town on project status of Marlborough North Main Street Sidewalk Application
-) Submitted Rocky Hill Elm Sidewalk Project application for review and approval to CTDOT
-) Coordinated with the following municipalities regarding projects and/or application advancement: Berlin, Bloomfield, Coventry, East Hartford, Farmington, Glastonbury, Hebron, Manchester, Marlborough, New Britain, Newington, Plainville, Simsbury, Somers, Stafford, South Windsor, Suffield, Vernon, Wethersfield, Willington, Windsor and West Hartford.

Administrative/Invoicing:

-) Processed BETA and CHA consultant invoices/Work Orders
-) Updated four (4) LOTCIP financial spreadsheets, including bid analysis, cost analysis and metrics
-) Reviewed and processed applications
-) Piktochart presented to TC.

Consultant Coordination:

-) Coordinated preparation of invoices, design review memos and minutes
-) Processed Notice to Proceed documents for signature
-) Worked with consultants on negotiated lump sum fee and follow up discussion
-) Allocated project on-call reviews.

Continued coordinating as needed with CTDOT, their consultants, the Town of Mansfield, and the City of New Britain related to project initiation from the 2019 Transportation Alternatives (TA) Set-Aside solicitation.

Prepared and submitted staff comments on CTDOT's draft Capital Plan for FY 2021-2025.

Participated in annual STBG-Urban DOT/CRCOG coordination meeting on November 17, including a review of CRCOG comments on the 5-year Capital Plan.

Section 5310 and Municipal Grant Program (MGP)

CRCOG staff conducted a review of applicants and reexamined several applications along with CTDOT to determine the most appropriate scoring. The top ranked applicants were identified and reaffirmed as a result of this process. With the review complete, CRCOG staff conveyed CRCOG's approval of the list to CTDOT staff, who

will largely lead the process going forward. Pending information about funding, CTDOT will make a final determination of who is awarded funding for the purchase of vehicles.

Transportation Operations and Management - Traffic Incident Management (TIM)

Completed draft of a TIM pocket guide outline and sent for review by Coalition Work Group.

Reviewed and developed actions from TIM Capability Maturity Self-Assessment Summary Report received by FHWA.

Worked on activities for the National Traffic Incident Response Awareness Week and received Governor's proclamation, issued press release, and posted information on social media platforms and provided links to Coalition members.

Strategic Highway Safety Plan Steering Committee (SHSP)

Prepared presentation slides for SHSP Panel Discussion at the CT Safety Summit on December 8 and 9.

Attended following meetings/webinars/events (all held virtually):

-) 11/4 - Understanding and Using Data to Make Your Roads Safer
-) 11/5 - Traffic Records coordinating Committee Meeting
-) 11/5 - NOCoE Webinar: Final Planning Call for National Traffic Incident Response Awareness Week
-) 11/10 - How COVID-19 is influencing Transportation Trends, Innovation and Investments in Automotive Technology
-) 11/12 - CT SHSP Steering Committee
-) 11/12 - NOCoE Talking TIM Webinar Series
-) 11/16 - Transportation Committee Meeting
-) 11/18 - SHSP Summit discussion with Roger – CRCOG support.

Greater Hartford Mobility Study and Related Efforts

Continued coordination efforts with CTDOT regarding integration of travel demand modeling and scenario planning related to the Greater Hartford Mobility Study.

Sat-in on visioning meetings on November 6 and 20 held by an ad-hoc team exploring the potential benefits of fiscally unconstrained relocation of the freeways in and around Hartford.

Route 4 Transportation Safety and Improvements Study: Farmington Study Area

The consultant invoice for this project was reviewed and approved for payment. The Final Report has been completed.

Farmington Connectivity Study (Monteith Dr. over Farmington River)

CRCOG staff requested and received CT DOT approval of the Direct Charge for this UPWP Task 13 project. CRCOG staff received concept drawings and a report from the Town of Farmington. These documents were discussed briefly with CTDOT, and follow-up discussion with CTDOT Highway Management Unit has been scheduled for December 10.

Route 5 in East Windsor Corridor Study

Continued work on administering the project, including biweekly coordination call. Consultant is continuing to develop draft alternate improvements to improve overall traffic scenario in the corridor. Held a discussion to review some roadway improvement alternatives and provided feedback to draft a recommendation proposal for discussion with CTDOT. Processed one invoice.

Enfield Routes 190 & 220

Received comments back from DOT. Draft revisions to scope per comments and sent documents to consultant.

Transit Priority Corridors Implementation Strategy

Informed consultants of their status related to selection for this effort. Initiated negotiations and contracting with the top-rated firm.

Roundabout Screening Study

The 5 members of the selection panel completed their rankings of the 8 Qualification submissions. The five top rated firms were approved by CTDOT to be notified as short list firms for interviews.

Regional Transportation Safety Plan

An updated Regional Transportation Safety Plan report document was received by CRCOG from CTDOT's consultant (VN Engineers) on November 13. This version is being reviewed by CRCOG staff. If all CRCOG comments have been addressed, this will be presented for approval at the December CRCOG Transportation Committee meeting.

Performance Measures - Safety Targets

The 5 CTDOT highway Safety Performance targets were presented at the November 16 Transportation Committee, for discussion, along with a draft resolution for approval by the Board. Action on this item is anticipated to be taken at the December Transportation Committee meeting.

Met with CTDOT and transit operators on November 25 to discuss Safety Performance Targets established under the Overview. On July 19, 2018, FTA published the Public Transportation Agency Safety Plans (PTASP) for CTtransit, New Britain Transit, Dattco, Arrow, and Collins.

Technical Assistance

Hartford's Re-Imaging Main Street Study:

-) Attended public meeting on November 19.

Route 229 Corridor Study:

-) Reviewed study stakeholder/interested parties list and offered suggestions.
-) Supplied GIS data for Southington.

Freight

No activities this month.

GIS / Information Technology

CRCOG GIS Staff and CAI Technologies have continued collection of parcel updates from member municipalities and have had preliminary discussions regarding a second phase of ArcGIS Enterprise development.

CRCOG GIS Coordinator is participating in a working group with state legislators, state agencies and UConn with a goal of promoting legislative support for statewide GIS coordination.

CRCOG GIS Staff are gathering municipal data for updates of regional zoning and land use datasets

CRCOG IT/GIS Manager serves on both state and regional Cyber Security Committees.

Data and Modeling

CRCOG staff practiced some advanced geospatial analytical techniques for improving the accuracy of statistical models.

CRCOG staff have been attending a six-week ESRI MOOC (massive open online course): *Spatial Data Science: The New Frontier in Analytics*. Techniques learned have included python data manipulation, random-forest regression, and others. The course is taught using the ArcGIS Pro platform, so this was a useful opportunity for staff to learn the software platform that will eventually replace ArcMap software platform in the next few years. There is also a course focus on presenting the results of these complex analyses in a simple to communicate way for audiences not familiar with these statistical and spatial analytical techniques.

CRCOG Staff have been learning *python* scripting for data analysis and GIS capabilities.

CRCOG staff have been examining output from the CRCOG travel demand model and seeing how freeway traffic using predetermined critical links (bridges, heavily traveled links prior to diverging traffic flows etc...) is distributed across the region.

Staff have been using Journey to Work Data to augment the output of the NEC (Northeast Corridor) Future model, which only estimates tourist and business travel as well as unusually long-distance commuting. The Journey to Work data will be included on the visualizations that CRCOG staff have created for communicating the NEC model results for the greater Hartford region.

Congestion Management Process (CMP)

Staff completed the 2020 update of the CMP report based on the full year data from 2019. It was presented to the November Transportation Committee meeting as well as sent to partner COGs and federal/state agencies.

Public Participation, Title VI, EJ and LEP

There were no complaints of Title VI discrimination received this month.

A representative from the Connecticut Coalition for Environmental and Economic Justice (CCEEJ) continues to be a voting member on the CRCOG Transportation Committee.

Public participation activities specific to tasks and studies are listed in the relevant sections of this report.

Other

Updated various items on the CRCOG website and continued to keep information current.

Staff participated in the following:

-) Participated in discussion on COVID Impact on Region 3 Infrastructure on November 4.
-) Attended CIRCA's (Connecticut Institute for Resilience and Climate Adaptation) Resilient Connecticut Climate Adaptation Virtual Summit on November 20.
-) Virtually attended Northeast Multimodal Summit on November 23.
-) Attended ITS Smart City Live Video training event on November 18.