

**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, January 22, 2020**  
**12:00 pm**  
**DRAFT UNTIL APPROVED**

**Members and Alternates**

Brandon Robertson  
Chris Edge  
Sandra Pierog  
Jon Colman  
Mark Walter  
John Elsesser  
Jim Hayden  
Marcia Leclerc  
Jason Bowsza  
Scott Shanley  
Toni Moran  
Robert Lee  
John Mehr  
Melissa Appleby (via phone)  
Mark Sciota  
Matt Hart  
Michael Rell  
Erika Wiczenski  
Peter Souza  
Chris Kervick

**Town/Organization**

Avon  
Berlin  
Bolton  
Bloomfield  
Columbia  
Coventry  
East Granby  
East Hartford  
East Windsor  
Manchester  
Mansfield  
Plainville  
Rocky Hill  
Simsbury  
Southington  
West Hartford  
Wethersfield  
Willington  
Windsor  
Windsor Locks

**Staff**

Rob Aloise  
Cheryl Assis  
Winsome Barnaby  
Kimberly Bona  
Emily Hultquist  
Tim Malone  
Jessica Muirhead  
Cara Radzins  
Lyle Wray  
Pauline Yoder

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**Guests**

James Boucher	Capital Workforce Partners
Kim Staley	Capital Workforce Partners
Sadie Colcord	CERC
Maureen Lawrence	CTDOT
Grayson Wright	CTDOT
Tyler Roth	CTDOT
Mark Abraham	Datahaven
Kelly Davila	Datahaven
Bill Turley	DEMHS
Becky Nolan	MetroHartford Alliance
Britt Foulds	Office of US Senator Murphy
Brianna DeVivo	Office of US Senator Murphy
Matt Pafford	OPM
Kathie Lutz	Rome Smith Lutz

**1. Call to Order:** Chairperson Mayor Marcia Leclerc called the meeting to order at 12:03 pm.

**2. Public Comment:**

None.

**3. Approval of Minutes from December 18, 2019:**

Chairperson Marcia Leclerc requested a motion to adopt the minutes.

**Jon Colman made a motion to approve the Policy Board Meeting minutes from December 18, 2019. Matt Hart seconded the motion and it carried unanimously.**

**4. Correspondence/Handouts:**

- [Survey Usage and Methods for Enhanced Stakeholder Workshop – January 24, 2020](#)
- [Press Release: Governor Lamont Announces Hartford Line Surpasses One Million Riders](#)

**5. MONTHLY REPORTS:**

**a. Chair and Executive Director**

Dr. Wray asked the Board if there were any questions on the monthly report. There were none.

**b. Opportunities and Resources**

Dr. Wray spoke about a meeting with Congressman Neal on Hartford Springfield Boston rail at Union Station and a possible future meeting with Governor Lamont and the Governor of Massachusetts.

**c. Municipal Services and Purchasing Council**

Peter Souza provided the following update to the board:

The Fuel Oil Bid will be issued next week and will open on February 13<sup>th</sup>.

CRPC is currently collecting quantities for Ammunition, Swimming Pool Supplies and Bituminous and Curb Mix.

The RFP for on call Human Resources consultant services will close on January 30<sup>th</sup>.

Acting Undersecretary Martin Heft from CT OPM attended the January Municipal Services Committee (MSC) meeting and gave an update on the state's perspective on shared services and the upcoming legislative session.

**d. Policy and Planning**

Emily Hultquist provided the following update to the board:

The Natural Hazard Mitigation Plan has finally wrapped up and hard copy plans are in the mail to all municipalities. If anyone has any questions on the plans or on implementation, please let us know, we'd be happy to support your community.

The Regional No-Cost Bikeshare System Master Contract between CRCOG and Zagster has been fully executed. Zagster will work over the next several weeks and couple of months to begin scoping and setting up MOUs with the first six communities it has identified for the bikeshare system – Hartford, West Hartford, East Hartford, Manchester, Newington and New Britain.

CRCOG recently received a \$16,000 grant from the Hartford Foundation for Public Giving for procuring meeting facilitation services for the TOD Collaborative. There is a resolution later on the agenda to augment those funds with CRCOG Local Funds.

**e. Public Safety and Homeland Security**

Cheryl Assis introduced Region 3 Homeland Security Coordinator, Bill Turley.

Mr. Turley provided the following update to the board:

DEMHS conducted the 2019 Governors Exercise, also known as the EPPI, during the month of December. The Region 3 daytime presentation that had to be canceled twice due to weather, occurred last Wednesday. One hundred individuals from 33 towns and cities participated. The scenario was a cyber and terror attack on the natural gas distribution center in New England. The next EPPI will be in October 2020. He stated that he will be attending an initial planning meeting on this later today.

Sandy Hook Promise Trainings have been ongoing in the state. The state applied for and won a competitive DOJ School Antiviolence grant. The state has partnered with Sandy Hook to provide the trainings. Training began on the western side of CT and is working east. Region 3 trainings begin the week of February 3<sup>rd</sup> in West Hartford, Bristol schools' week of February 10<sup>th</sup>, and Wednesday, February 9<sup>th</sup> in Plainville. The first training program is "Start with Hello", which teaches students to be more inclusive and understand of one another. (32,749 students, 65 schools, 158 adults)

In March, "Signs of Suicide" will be presented in Southington by councilors and mental health professionals.

PA 19-1845 directs schools to have an emergency communications plan for all hearing and/or visually impaired students. He is working on a new annex for the School Plan to provide guidance for schools for children with all types of disabilities. The Child Emergency Preparedness Committee that he co-chairs will assist in the development of the annex. It will be ready July 1<sup>st</sup>.

The school consultant list has been taken down from the DEMHS website. PA 19-52 instructed DESPP/DEMHS to "develop criteria to identify qualified school security consultants." He will meet with state police regarding this. All consultants will need to re-apply once the SOP and Criteria is established.

School district drill logs are due July 1<sup>st</sup>. Schools must complete a minimum of 7 fire drills and 3 crisis drills during the school year.

School "All Hazard Planning" class is being revised to include a table-top exercise every two years.

He is working on a school assessment class for police, SRO's, fire and school officials. Every school must have a safety and security assessment every two years.

He attended a "House of Worship Safety Presentation" last night in South Windsor. Approximately 100 leaders of various denominations from the region and state attended. South Windsor Police, social services and family counseling collaborated and did a phenomenal job with it.

Chief Little of Tolland was named the 2019 Emergency Manager of the Year. The Northeast States Emergency Consortium, requests annual nominations from its

member states. Director Hackett will present the award at the Tolland Town Council Meeting on February 11<sup>th</sup>.

Cheryl Assis stated that CRCOG is sponsoring a class for first responders on “Interacting with Individuals with Autism”. This will be taught by a national expert at Canton High School on February 19<sup>th</sup> from 6-9 pm and has been distributed to all departments.

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

Jon Colman provided the following update to the board:

A solicitation for CMAQ projects is anticipated for release later this year.

Since the inception of the LOTCIP program, 33 projects have been awarded or completed construction in the CRCOG region. CRCOG has been a leader in progressing projects under this program. While future funding for this program is still to be determined, a solicitation will be released later this month.

#### **g. MetroHartford Alliance**

Becky Nolan provided the following update to the board:

The MetroHartford Alliance has undergone a strategic shift to focus efforts to promote the Region as an exceptional place to do business. The Alliance team now has ramped up its capacity by adding staff and resources. The Business Investment (BI) team’s goal for 2020 is to participate in multiple international and national trade shows and conferences.

Building upon its success in 2019, the MHA team will leverage state and local officials and private industry to identify economic development opportunities.

Mayor Leclerc welcomed Kim Staley and James Boucher of Capital Workforce Partners to provide the board with an update.

Capital Workforce Partners (CWP) provided an update on the Apprenticeship Connecticut Initiative (ACI), which is legislation intended to fund workforce pipeline training that prepares qualified entry-level workers for good jobs in manufacturing and other key industry sectors currently experiencing sustained workforce shortages. In September 2019 the State Bond Commission approved an additional allocation of \$10 million for a second round of ACI funding. CWP is preparing on the behalf of the Capital Area Pipeline Partnership to submit a \$5 million proposal to CTDOL on February 6<sup>th</sup> on support of three regional industry sector partnerships: Advanced Manufacturing Employer Partnership (AMEP); Metro Hartford Alliance for Careers in Healthcare (MACH); and Jobs Funnel Construction & Transportation Partnership. The core focus of

the proposal includes supporting funding to train over 1000 individuals and place over 800 of them into in-demand jobs offering good wages and realistic career advancement opportunities in high-value regional industry sectors – advanced manufacturing, healthcare, construction, transportation and insurance.

At this time, Mayor Leclerc addressed the action items on the agenda to ensure that a quorum remains present for votes.

**ACTION ITEMS:**

**7. Action: CRCOG Nominating Committee**

Jon Colman explained that the Nominating Committee recommends replacing the town of Mansfield and former second vice-chair Paul Shapiro with Chris Kervick of Windsor Locks. Additionally, it is recommended that the town of Southington be added to the Executive Committee. Mark Sciota will serve as Southington’s representative.

**Jon Colman made a motion to accept the recommended changes and appointments to the CRCOG Executive Committee set forth by the Nominating Committee. Robert Lee seconded the motion and it carried unanimously.**

**8. Memo and Resolution: Designation of CRCOG as an Economic Development District**

**Robert Lee made a motion to approve the resolution Authorizing CRCOG to Submit a Letter Requesting Designation as an Economic Development District to the Economic Development Administration. Jon Colman seconded the motion and it carried unanimously.**

**9. Action: Resolution to Approve Funding for TOD Collaborative**

**Jon Colman made a motion to adopt the resolution to Approve Funding for TOD Collaborative. John Elsesser seconded the motion and it carried unanimously.**

**10. Action: Resolution to Make Appointment to Water Utility Coordinating Committee (WUCC)**

**Jon Colman made a motion to adopt the resolution to Appoint Lynne Pike-DiSanto to the WUCC. Chris Kervick seconded the motion and it carried unanimously.**

**11. Action: Appointment of the Adhoc Strategic Planning Committee**

Jon Colman explained that the Adhoc Strategic Planning Committee will work together to focus on the future direction of CRCOG as well as the search for a new Executive Director, as Lyle Wray has announced retirement plans in 2020.

**Jon Colman made a motion to appoint the following board members to the Adhoc Strategic Planning Committee:**

Jon Colman, Bloomfield, Adhoc Strategic Planning Committee Chair  
Marcia Leclerc, East Hartford Mayor  
Matt Hart, West Hartford Town Manager  
Lori Spielman, Ellington First Selectman  
Chris Kervick, Windsor Locks First Selectman  
Robert Lee, Plainville Town Manager  
Scott Shanley, Manchester Town Manager  
Chip Beckett, Glastonbury Town Council

**Chris Kervick seconded the motion and it carried unanimously.**

**Metropolitan Planning Organization Items:**

**12. Action: TIP Amendments**

John Elsesser expressed frustration with a LOTCIP application for replacement of traffic control signals at the intersection of Route 44 and Bread and Milk Street in Coventry. Rob Aloise will advocate to DOT regarding this issue.

**Jon Colman made a motion to approve the TIP amendments as presented. Mark Sciota seconded the motion and it carried unanimously.**

**13. Action: LOTCIP Project Selection**

**Jon Colman made a motion to approve the LOTCIP Project Selection as presented. Robert Lee seconded the motion and it carried unanimously.**

**14. Action: Resolution to Adopt CRCOG Complete Streets Policy**

**Jon Colman made a motion to approve the resolution to Adopt the CRCOG Complete Streets Policy. Robert Lee seconded the motion and it carried unanimously.**

Mayor Leclerc resumed regular order of the agenda, addressing item 6, entitled “Presentation/Updates” at this time.

**6. PRESENTATION / UPDATES:**

- **CTDataHaven – Mark Abraham and Kelly Davila**

Mark Abraham, Executive Director and Kelly Davila, Senior Research Associate of CTDataHaven, gave a very interesting presentation to the board, providing a plethora of

information on the 2019 Greater Hartford Community Wellbeing Index. The presentation may be viewed [here](#).

**INFORMATION/OPPORTUNITY/RESOURCE ITEMS**

**15. Legislative Committee and Legislative update**

Kathie Lutz provided a brief legislative update to the board.

**16. Silver Lane (SR 502) Corridor Study**

Emily Hultquist stated this item will go before the Policy Board next month for approval.

**17. Other Business**

There was no other business.

**18. Adjournment**

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

**Jon Colman moved to adjourn the meeting. Robert Lee seconded the motion and it carried unanimously. The meeting adjourned at 1:14 pm.**