

Cost Review Sub-Committee Meeting
CRCOG, 241 Main Street, 3rd Floor, Hartford, CT 06106
Monday January 13th, 2020
11:30 AM

<u>Name</u>	<u>Organization</u>
Eric Anderson	Andover
Larry Baril	Avon
Chris Edge	Berlin
Jon Colman	Bloomfield
Patrice Carson	Bolton
Todd Penney	Coventry
Doug Wilson	East Hartford
Donald Nunes	Enfield
Russ Arnold	Farmington
Kevin Kelly	Hebron
Jeff LaMalva	Manchester
Peter Hughes	Marlborough
Rob Trottier	New Britain
Jim Sollmi	Rocky Hill
Tom Roy	Simsbury
Jeffrey Doolittle	South Windsor
Devin Cowperthwaite	Stafford
Duane Martin	West Hartford
Derrick Gregor	Wethersfield
Bob Jarvis	Windsor
<u>Guests</u>	
Mark Moriarty	New Britain
<u>Staff</u>	
Robert Aloise	CRCOG
Roger Krahn	CRCOG
Sotoria Montanari	CRCOG
Karen Stewartson	CRCOG

**DRAFT until
Endorsed by
the
Committee**

1. **Roll Call** – Mr. Jon Colman called the meeting to order at 11:30 am
2. **Public Forum** – There was no public comment.
3. **Adoption of December 16, 2019 Subcommittee Meeting Minutes** – A motion was made by Russ Arnold, from the Town of Farmington seconded by Bob Jarvis from the Town of Windsor to accept the December 16th, 2019 Subcommittee Meeting Minutes. This motion was passed unanimously with two (2) abstentions by Todd Penney from the Town of Coventry and Kevin Kelly from the Town of Hebron.
4. **2020 LOTCIP Solicitation-DRAFT Project Selection Policy-** Ms. Sotoria Montanari reviewed the DRAFT 2020 LOTCIP Project Selection Policy for the upcoming 2020

Solicitation. Ms. Montanari stated that recent revisions based on input at the December Transportation Committee meeting have been highlighted. Ms. Montanari reviewed the revisions which included the following:

- Page 3: Ranking of Pavement Rehabilitation and Stand-Alone Sidewalks explained
 - Ms. Montanari indicated the projects will be ranked using different criteria, but against each other
- Page 3: Projects that only maintain existing sidewalks are not eligible
 - Ms. Montanari stated that if the sidewalk was widened to achieve ADA compliance, it may be eligible, however maintaining existing sidewalks are not.
- Page 4: Project proposals are due April 22nd, 2020
- Page 11,12: Additional description of “not recently secured LOTCIP funding “added
 - Ms. Montanari said if a municipality never secured LOTCIP funding or if they have received an Authorization to Award letter on their projects by the application due date, the application may receive up to 5 additional points.

Mr. Jeff Doolittle of South Windsor posed the question regarding the pavement rehabilitation category and whether 15% was the cap on this project category for the upcoming Solicitation. Mr. Rob Aloise said that CTDOT supported the 15% cap, but has not been closely monitoring adherence to it, but would if it is determined that regions were taking excessive liberties. Rob stated that CRCOG staff recommends adhering to the cap in this solicitation.

There was a discussion regarding differences between pedestrian/bicycle improvement projects and stand-alone sidewalks. Mr. Aloise explained that pedestrian/bike improvement projects pertained to multi-use trails or addition of bike lanes and not traditional pedestrian only sidewalks alongside roadways.

Ms. Montanari said the solicitation e-mail will be distributed on the 28th of January and all project proposals are due by **2:00 pm on April 22nd, 2020.** A motion was made by Jim Sollmi from the Town of Rocky Hill, seconded by Russ Arnold from the Town of Farmington to accept the 2020 LOTCIP Project Solicitation Policy. This motion was passed unanimously.

5. LOTCIP Quarterly Update Review-Ms. Sotoria Montanari reviewed the LOTCIP Quarterly Reporting Meeting Memo. Ms. Montanari stated that the attached tables included summarized Quarter 2 FY2020-Program Progress. She reviewed the highlights of the quarter.

- Ms. Montanari mentioned CTDOT issued Authorization to Award Letters in the amount of **\$7,472,675** for **four (4)** projects (New Britain East Main and Myrtle, Tolland Old Cathole Road, Glastonbury House Street Multi-Use Trail, Manchester Adams Street) in Quarter 2 FY20, making total project expenditures for FY2020 **\$10,090,629**. CRCOG’s projections for Quarter 3 FY20 expenditures are approximately **\$9.6** million from **six (6)** projects. Ms. Montanari asked the municipalities to review their project schedule and to notify CRCOG if there were any changes. The changes would be accounted for in the next reporting.
- CRCOG received **eight (8)** Quarter 2 design submissions and anticipates receipt of **sixteen (16)** design submissions in Quarter 3 of FY2020

- **Thirty-three (33)** projects have been awarded or completed construction since program inception
- CTDOT **received five (5)** Commitment to Fund Letters (CTF) (Wethersfield Wolcott/Franklin, Wethersfield Highland, Berlin Various Roadway improvements, Windsor Archer Road, Enfield Routes 5/514 Bike Improvements). Committee members asked if advancement of CTF letters was improving and Ms. Montanari mentioned that there was improvement.

Ms. Montanari asked four (4) municipalities for updates to their design submission schedules. The Town of Simsbury indicated that they will be participating in a meeting with CTDOT, Districts, CRCOG and both Towns on January 14 to review aspects of the project that are prohibiting advancement of the project. The Town of Stafford indicated they were originally replacing the deck of the bridge, but they will now need to provide support to the bridge buttresses. This addition will result in a funding increase and a required design change delaying the design submission schedule. The Town of Suffield was not available to respond, but Ms. Montanari mentioned the delay was minor. The Town of South Windsor indicated they were delayed because of utility coordination meetings.

Ms. Montanari reviewed the projects in receipt of Commitment to Fund (CTF) letters and that are currently in the design process and those projects working towards advancement to a CTDOT CTF letter. She thanked the municipalities for their work towards advancing their projects.

Ms. Montanari stated that at the next Cost Review Sub-Committee Meeting on February 24th, 2020 there will be a discussion on implementing a procedure for municipalities no longer wanting to pursue a selected LOTCIP project and for LOTCIP projects not advancing in a timely manner.

6. Other Business – There was no other business discussed

- The next Cost Review Subcommittee meeting is scheduled for **Monday February 24th, 2020 at 11:30 am**

7. Adjourn-The meeting was adjourned at 11:51 am