

CRCOG Transportation Meeting
Monday October 26th, 2020
12 Noon
Meeting held remotely via Zoom

**DRAFT until
Endorsed
by the
Committee**

Name

Larry Baril
Jon Colman
Patrice Carson
Neil Pade
Todd Penney
Doug Wilson
Len Norton
Timothy Webb
Donald Nunes
Russ Arnold
Daniel Pennington
Kirk Severance
Frank Dellaripa
Sandy Fry
Kevin Kelly
Jeff LaMalva
Peter Hughes
Mark Moriarty
Jim Sollmi
Todd Rolland
Tom Roy
Annette Turnquist
Jeffrey Doolittle
Devin Cowperthwaite
Bill Hawkins
Derrick Gregor
Troy Sposato
Adam Kessler
Jennifer Cassidy

Organization

Avon
Bloomfield
Bolton
Canton
Coventry
East Hartford
East Windsor
Ellington
Enfield
Farmington
Glastonbury
Granby
Hartford
Hartford
Hebron
Manchester
Marlborough
New Britain
Rocky Hill
Somers
Simsbury
Southington
South Windsor
Stafford
Suffield
Wethersfield
Willington
Windsor
GHTD

Guests

Grayson Wright
Jennifer Carrier
Charles Harlow
Jonathan Thiesse
Jeff Shea

CTDOT
FHWA
Fuss & O'Neill
Bloomfield
Simsbury

CRCOG Staff

Robert Aloise	CRCOG
Mike Cipriano	CRCOG
Ryan Faulkner	CRCOG
Roger Krahn	CRCOG
Devon Lechtenberg	CRCOG
Tim Malone	CRCOG
Sotoria Montanari	CRCOG
Cara Radzins	CRCOG
Erik Snowden	CRCOG
Karen Stewartson	CRCOG
Terri Thompson	CRCOG
Dr. Lyle Wray	CRCOG

1. **Roll Call** – Alphabetically by Member Municipality, then others. The meeting was called to order at 12:00 pm by the Chair, Jon Colman from the Town of Bloomfield.
2. **Public Forum** – No one choose to speak.
3. **Adoption of Meeting Minutes from September 14th, 2020** – A motion was made by Patrice Carson from the Town of Bolton, seconded by Chris Edge from the Town of Berlin to approve the meeting minutes from the September 14th, 2020 meeting minutes. This motion was passed unanimously.

4. Staff Reports

LOTICIP Quarterly Report – Ms. Sotoria Montanari gave a brief summary on the LOTICIP Quarterly Report for Quarter 1 of FY2021. Ms. Montanari highlighted sections of the report from the worksheets that were included in the posted memo. She said CTDOT issued four Authorization to Award Letters totaling \$4,383,879 for Coventry Folly Lane Bridge, Marlborough South Main Street Phase 2, Wethersfield Highland Pavement Rehabilitation, and Windsor Archer Road Pavement Rehabilitation. Ms. Montanari congratulated the towns for the expenditures. She indicated that FY2021 expenditures are projected to be approximately \$21.8M, which was a conservative figure. Ms. Montanari stated that CTDOT issued one Authorization to Advertise Letter for Manchester Tolland Turnpike Sidewalks in the amount of \$976,000. Expenditures for Quarter 2 FY2021 are projected to be \$3,659,600. Additionally, Ms. Montanari indicated CRCOG received eight design submissions for Quarter 1 and anticipates receipt of eighteen design submissions in FY2021 Quarter 2. She said 39 projects have been awarded or completed construction since program inception and CTDOT issued three Commitment to Fund Letters for West Hartford New Park Avenue, Windsor Locks Downtown Improvements Phase 2, and Hartford Traffic Improvements.

Ms. Montanari also mentioned that three towns had scheduling updates. Mr. Jonathan Thiesse from the town of Bloomfield mentioned that the preliminary design submission was rescheduled because of feedback from a public information meeting. He stated

that public comments resulted in reducing the scope of the project from 1,700 linear feet to 1,100 linear feet to create a more robust complete streets project. Items that will be added to improve the project include granite curbing, decorative lighting and a brick snow shelf, centered in the area of the project where it is more densely populated. Mr. Thiesse will be making the scope change request of the committee next month. Based on the response, he will submit plans before the end of the year. A West Hartford representative attended the meeting, but his audio was not working properly. Ms. Montanari mentioned that the Town of West Hartford had previously sent an email to explain the delay in scheduling. The town is waiting for feedback from CTDOT traffic regarding signal operation and were also coordinating with the various utility companies. They felt it was more prudent to wait to submit the design when they have responses from CTDOT and utility companies. A representative from Newington was in attendance but arrived late, so Ms. Montanari indicated the Town was waiting for feedback from CTDOT, which resulted in a design scheduling delay. She requested that the Committee review to make sure the numbers are accurate on the attached spreadsheets and if there are any changes to please contact her.

Roundabout Screening Study RFQ – Mr. Roger Krahn mentioned to the Committee that Request for Qualifications (RFQ) for Capitol Region Roundabout Screening Study was issued on September 17th, 2020. He stated that the response date/time is Tuesday October 27th, 2020 (2:00 p.m.). Mr. Krahn said the RFP is for the development of a list of locations that most likely will result in significant safety and operation improvements by converting existing intersections to a single-lane roundabout. The goal of the RFQ is to help reduce crashes and fatalities. He also said the consultant selection process is scheduled to be completed by January of 2021 and anticipates approximately one year for the study. Mr. Jon Colman from the Town of Bloomfield asked if the project only considers town roads. Mr. Krahn said the screening will consider both local and state roads, but intersections at ramp terminals will not be included. Mr. Donald Nunes of Enfield asked if only signalized intersections will be considered. Mr. Krahn indicated that signalized and non-signalized intersections will be considered in the analysis.

New CTDOT Safety Projects for Towns – Mr. Roger Krahn shared that CTDOT is developing the following four new safety programs for local roads: Horizontal Curve Signs, Centerline Rumble Strips, Traffic Signals, and Road Diet Studies. He mentioned that these programs are included in the Connecticut Highway Safety Improvement Program (HSIP) Implementation Plan for Federal Fiscal Year 2021, as approved by FHWA on September 30, 2020. This Plan was an FHWA requirement because Connecticut did not meet its safety performance targets. More information the HSIP can be found at: <http://portal.ct.gov/-/media/DOT/documents/dtrafficdesign/CT-HSIP-implementation-plan.pdf>. Mr. Krahn noted that these programs would include no cost to towns, however towns will be required to own and maintain all traffic control equipment installed. He also mentioned that CTDOT anticipates sending out letters describing the program, to all first elected officials (and a copy to the Town's Local

Traffic Authority) by the end of the year. Mr. Chris Edge from the Town of Berlin suggested that Committee members to be included in the mailing, so they are not out of the loop. Mr. Krahn indicated that he will keep the Committee updated on these programs as they progressed.

UCONN T2 Using Data to Make Roads Safer Workshop – Mr. Roger Krahn told the Committee that there will be a UCONN Training and Technical Assistance (T2) Center training workshop titled “Understanding and Using Data to Make Your Roads Safer”. Participants will learn how to use the Crash Data Repository. The virtual workshop is being held on November 4, 2020 from 9:30am-12:00pm. For more information and to register, please visit: www.tcenter.uconn.edu.

Complete Streets information Exchange Webinar (T2) – Mr. Tim Malone mentioned to the Committee that there is an upcoming Virtual Complete Streets Information Exchange Webinar being sponsored by CTDOT and UConn’s T2 Center. The workshop is being held on October 28 and 29, 2020 from 8:00am-12:30pm each day. Mr. Malone also mentioned that AICP credits will offered for all sessions. A registration link is available on the posted flyer for the event.

Active Transportation Project Solicitation – Mr. Tim Malone shared that CRCOG has been engaged by the CT Department of Public health (DPH) to lead the Active Transportation Component of DPH’s State Physical Activity and Nutrition (SPAN) Grant. The SPAN grant is a statewide effort for trainings and projects, so CRCOG and their team of consultants are working with the eight other regional Councils of Government to solicit and select projects to receive award funding and assistance. Mr. Malone said that the projects will be implemented by CRCOG and its consultants. Cash awards will not be made. He also said that they are now soliciting project proposals for Active Transportation Implementation Projects and Train the Trainer Workshops. Mr. Malone said applications are due November 20, 2020. More information (including previously implemented projects) can be found at: <http://www.crcog.org/cdcproject>.

America Walks Community Change Grant – Mr. Tim Malone briefed the Committee about the America Walks Community Change Grant program. He mentioned that this program will award grantees \$1,500 in community stipends for projects related to creating healthy, active, and engaged places to live, work, and play. Mr. Malone said grants will be offered to Municipalities, Nonprofit Organizations, and Community Leaders. Applications were opened on October 5th and are due by November 9, 2020 at 5pm Eastern. Mr. Malone also said awardees will be notified in December 2020. Funds must be used in the 2021 calendar year. More information is available at: <https://americawalks.org/community-change-grants/>.

Other – Dr. Lyle Wray updated the Committee on the process of retaining a Federal Lobbyist for the Knowledge Corridor which includes the Pioneer Valley Planning Commission, the Franklin Regional Council of Governments, and CRCOG. The

purpose of this Lobbyist will be to provide leads to towns and CROCOG for potential funding opportunities. Dr. Wray stated that he will keep the Committee updated.

5. TIP Amendments

1. Hartford - Rehab Bridge over Capitol Ave. and Amtrak
2. District 1 - Replace Traffic Control Signals at Various Locations
3. District 4 - Replace Traffic Control Signals at Various Locations
4. Statewide - Replace Highway Street Aluminum Improvements
5. CT 2 - East Hartford - Resurfacing, Bridge & Safety Improvements
6. Section 5311 - Funding Adjustment

Mr. Robert Aloise reviewed the TIP Amendments. Mr. Aloise said that items 1,4,5, and 6 were adjustments to existing projects, and items 2 and 3 were new projects. Mr. Aloise shared a list of intersections included in items 2 and 3. A motion was made by Patrice Carson from the Town of Bolton, seconded by Russ Arnold from the town of Farmington to accept the TIP Amendments as presented. This motion was passed unanimously.

- 6. FFY2021-2024 Transportation Improvement Program (TIP)** – Ms. Cara Radzins shared that CROCOG staff had only received comments from the Greater Hartford Transit District during the public comment period on the draft TIP. Ms. Radzins indicated that these comments had been incorporated into the document that was before the Committee for action. Following a question from Ms. Patrice Carson from the Town of Bolton, Ms. Radzins clarified that the requested action for this and the following agenda items was for the Transportation Committee to endorse the resolution and forward it to the Policy Board for approval at their upcoming meeting on Wednesday, October 28, 2020. Ms. Patrice Carson from the Town of Bolton made a motion, seconded by Chris Edge from the Town of Berlin, to endorse the FFY2021-2024 Transportation Improvement Program (TIP). This motion was passed unanimously.

- 7. FFY2021-2024 - Air Quality Conformity Resolution** – Ms. Cara Radzins explained that as part of the TIP process, it is necessary to affirm that the projects in the TIP are compliant with air quality standards. Mr. Jon Colman from the Town of Bloomfield asked if CROCOG staff is comfortable with the analysis. Ms. Radzins responded that the analysis is performed on a statewide basis by CTDOT and that CROCOG staff is comfortable with the results. A motion was made by Patrice Carson from the Town of Bolton, seconded by Larry Baril from the Town of Avon, to endorse the resolution for the Conformity with the Clean Air Act (Ozone). This motion was passed unanimously.

- 8. Urban Planning Certification Resolution** – Ms. Cara Radzins explained that while the Committee had recently endorsed an annual Urban Planning Certification Resolution earlier in 2020, such resolutions must also be updated with the passing of a new TIP. As such, the Committee was being asked to confirm CROCOG’s compliance with federal urban planning protocols. A motion was made by Patrice Carson from the Town of Bolton, seconded by Chris edge from the Town of Berlin, to endorse the Annual Urban Planning Certification. This motion was passed unanimously.

9. Endorsement-Route 4 Farmington Transportation & Improvements Study – Mr.

Roger Krahn presented the Committee with a request to endorse the Final Report of the Route 4 Farmington Transportation & Improvements Study. Once endorsed by the Transportation Committee, it can go before the Policy Board for adoption. The report will then be considered final, and the recommendations therein can be incorporated into future updates of CRCOG’s Metropolitan Plan and other planning documents. Mr. Krahn noted that the Report had been approved by the Farmington Town Council. A motion was made by Patrice Carson from the Town of Bolton, seconded by Chris Edge from the Town of Berlin, to endorse the Final Report and findings of the Route 4 Farmington Transportation & Improvements Study. This motion was passed unanimously.

10. LOTCIP Transfer of Funding Request- Marlborough Blackledge River Trail Phase 2 and North Main Street Phase 3 Sidewalk Projects

Mr. Robert Aloise began the discussion and mentioned that both the CRCOG staff and Town of Marlborough are requesting the transfer of funding of \$512,400 from the previously approved Blackledge River Trail Phase 2 Project and an additional \$248,400 totaling \$760,800 to North Main Street Sidewalk Phase 3 Project. Mr. Aloise stated that CTDOT recently determined, after a substantial review time, that the Blackridge River Trail Project was ineligible for LOTCIP funds because it did not meet STP guidelines and LOTCIP mirrors those guidelines. He indicated the project was approved under the 2018 Solicitation as a rural set-aside project. Mr. Aloise mentioned the North Main Sidewalk Phase 3 project was submitted under the 2020 LOTCIP Solicitation in the stand-alone sidewalk/pavement rehabilitation category and was the highest ranked rural set-aside project not receiving funding. He mentioned that while the North Main project has a higher cost than the 2018 project, it ends at a logical termini and is under the \$1M cap. Mr. Aloise indicated transferring the funds and allocating an additional \$248,400 to this project would maintain the balance of rural set-aside funding.

Ms. Sotoria Montanari provided additional information to the Committee, reiterating that the application was originally approved under CRCOG’s 2018 LOTCIP Solicitation as a rural set-aside project for \$512,400. She explained that CTDOT deemed the project ineligible because the trail was classified as more of a recreational trail rather than a multi-use trail under federal guidelines. Although the final LOTCIP application cost estimate submitted to CTDOT in July 2019 was for \$610, 000, a cost increase was not requested because it was under the 20% threshold. Ms. Montanari also mentioned that the North Main Sidewalk Phase 3 project, submitted under the 2020 LOTCIP Solicitation, proposes 2,900 linear feet of sidewalk installation on North Main Street adjacent to Lake Terramuggus. North Main Street is a major collector with an ADT over 4,000. The sidewalk would provide a safe walking environment to lakeside and other residents, including access to and from the beach area. Additionally, the project would provide a connection to commercial and institutional areas and art center. Ms. Montanari stated that staff recommends Committee approval of a transfer request.

Mr. Peter Hughes of the Town of Marlborough indicated there was a town memo included in the meeting materials that explains what happened with the Blackledge River Trail Phase 2 Project. He also mentioned that he would like to further discuss concerns about the LOTCIP program at the next Committee meeting. Mr. Jon Colman from the Town of Bloomfield stated that there were several discussions back and forth between CTDOT, CRCOG, the Town, and Mr. Colman when this issue with the Marlborough project arose. Mr. Colman stated that the decision by CTDOT was exceedingly late and raised concerns regarding fairness, equity, and timeliness of a program that should be driven by the Municipalities and not by the State. Mr. Colman said this is an issue they have been wrestling with from the beginning. He also mentioned that as the Chairman of the Transportation Committee, he has made a request on behalf of the Town of Marlborough to have a conversation at least with CTDOT and if necessary with higher levels to get some greater efficiencies in the approval and decision making processes for the LOTCIP Program. Mr. Colman stated he understands CTDOT has staffing issues, but he and others believe that there are opportunities for improvements to allow for more expedient and timely processing of the applications. Mr. Colman said he and the staff are pursuing this issue. Mr. Hughes said there was a lack of communication from CTDOT and the process needs to be reviewed. He also mentioned that the CRCOG staff had done everything they could to assist the Town and were champions for him during this process. Mr. Colman agreed that the CRCOG staff should be commended for their efforts.

A motion was made by Patrice Carson from the Town of Bolton, seconded by Chris Edge from the Town of Berlin, to approve the transfer of \$512,400 of LOTCIP funds from the Blackledge River Greenway Trail Phase 2 project, previously awarded under CRCOG's 2018 LOTCIP Solicitation, and an additional \$248,400 of LOTCIP funds, totaling \$760,800 for Marlborough's North Main Street Phase 3 Sidewalk Project, as submitted under CRCOG's 2020 LOTCIP Solicitation. This motion was passed unanimously.

11. Other Business – There was no other business discussed.

12. Adjourn – The meeting was adjourned at 12:52 pm with a motion by Patrice Carson from the Town of Bolton, seconded by Jeffrey Doolittle from the Town of South Windsor.