

MEMORANDUM

DATE: January 10, 2022
TO: CRCOG Policy Board and Alternates
FROM: Pauline Yoder, Acting Executive Director
SUBJECT: CRCOG December 2021 Monthly Report

Here are highlights from the December 2021 CRCOG monthly report. If you have questions or suggestions, please let me know (pyoder@crcog.org). The full monthly report will follow below on [Page 3](#).

Municipal Services Committee Highlights:

- CRPC collected quantities for Fuel Oil Grass Seed. Please note, Fuel Oil is a non-piggyback bid. Grass Seed will be issued on January 12th and Fuel Oil and Recycling Bid will be issued on January 28th.
- DEI RFP finalist interviews are being scheduled.
- Policy Board members will be receiving the latest ARPA proposals from CRCOG, including ARPA technical assistance.
- Solid Waste Long Term Consultant RFP Draft has been completed and staff anticipates issuing this in January.

Planning: Community Development Highlights:

- Continued working with the Connecticut Department of Economic and Community Development to accept a \$375,000 subgrant.
- Held a kick-off meeting with the Project Advisory Committee for the CRCOG TOD Roles, Vision, Viability, and Financial Tools Study.
- Received final executed grant contract for year 2 of the Building Resilient and Inclusive Communities program.
- Attended the Asylum Hill Neighborhood Association (AHNA) Green Committee Meeting to begin outreach for the East Coast Greenway Gap Closure Study.
- Held a Bike/Ped Subcommittee meeting on December 14 with a presentation on recently enacted bicycle and pedestrian safety laws.

Planning: Transportation Committee Highlights:

- Staff updated the Transportation Committee on the CT Vision Zero Council, Roundabout Screening Survey, and CT**rides** Quarterly Report.
- Transportation Committee reviewed and endorsed CTDOT's safety targets for 2022. The Policy Board acted to approve these targets for the region.
- Transportation Committee approved a LOTCIP funding increase request for a project in Farmington.
- Transportation Committee approved its meeting schedule for 2022.
- CRCOG completed Pavement Assessments at multiple municipality's request for those intending to submit LOTCIP applications under the current solicitation. The deadline to submit applications is January 19, 2022.

- Staff received approval to initiate negotiations and contracting with QBS selected consultant for the Route 20 Corridor Study, Windsor Locks.

Public Safety and Homeland Security Highlights:

- Continued activity on Homeland Security and Grant initiatives, including commencing FY19 SHSGP.
- Conducted the kick-off meeting for the After-Action Review of the region's COVID pandemic response
- Capitol Region Emergency Planning Council met with a presentation on the new CT Municipal UAV task Force
- The bi-monthly Capitol Region Citizen Corps Council met via Zoom. The Preparedness Committee determined holding off on the Annual CERT Field Day for the foreseeable future.

Administration and Finance Highlights:

- CRCOG announced on December 21st that Matt Hart will be CRCOG's next Executive Director.
- CRCOG raised **\$2,089** for its end-of-year employee campaign to support Hartford's United Way 2021 Community Campaign.
- CRCOG has selected BBG&G to complete CRCOG's Website redesign and redevelopment. The resolution will be before the Executive Committee on January 12th, 2022.
- CRCOG's Auditor, Clifton Larson Allen (CLA) completed the audit for FY 2020-2021. CRCOG received a clean audit.

The complete CRCOG Monthly Report for December 2021 can be found beginning on [Page 3](#).

CRCOG December 2021 Monthly Report

Acting Executive Director Report

Pauline Yoder, as Acting Executive Director, and Dr. Lyle Wray, as Executive Director Emeritus, attended the following meetings in December:

December 1, 2021: Acting Executive Director Pauline Yoder attended several meetings, including BBG & G CRCOG RFP Website Design Presentation/Q&A, an MSC department Meeting, A meeting to Discuss Vendor Questions for Presentations, Spruce Technology Website RFP Presentation/Q&A, and MRW Connected Website RFP Vendor Presentation/Q&A to CRCOG. Dr. Wray attended a monthly meeting with Linda Dunlavy at FRCOG, Kim Robinson at PVPC, Chris Giglio at Capital Edge, and Peter DeMallie at Design Professionals Inc.

December 2, 2021: Acting Executive Director Pauline Yoder attended the DECD Economic Summit, held a meeting with Assistant Secretary Castillo, and attended the CRCOG Executive Director Search Committee Candidate Review meeting. Dr. Wray also attended the DECD Economic Summit and the Executive Director Search Committee meeting.

November 3, 2021: Acting Executive Director Pauline Yoder attended the Bi-Weekly CRCOG Managers' Meeting. Dr. Wray attended an ACIR meeting, the MAP Forum Annual Meeting, the IGA Partner Bid Briefing/Listening Session with the Federal Railroad Administration, and attended a meeting on the East-West Rail Study.

December 6, 2021: Acting Executive Director Pauline Yoder held check in meetings with staff, attended the LTR Weekly Meeting with DEHMS and CRCOG, and attended Session 3 of the Analysis Collaboration Opportunities in the MAP Region. Dr. Wray also attended the LTR Weekly Meeting with DEHMS and CRCOG as well as the IGA Partner BID Briefing/Listening Session with the Federal Highway Administration.

December 7, 2021: Acting Executive Director Pauline Yoder attended the COG Coordination DOT meeting, Municipal Services Committee meeting, and the Bi-Weekly Finance Meeting. Dr. Wray attended the Municipal Services Committee meeting as well as a 1,000 Friends meeting.

December 8, 2021: Acting Executive Director Pauline Yoder held weekly check in with staff, reviewed the Policy Board agenda with staff, met with Stephen Flynn via Zoom, held in-person interviews of CRCOG Executive Director Candidates, and attended The Two Connecticuts: Conversations About Race and Place. Dr. Wray attended the CWP Board of Directors meeting, the third installment of the Youth Car Theft in CT series, and attended the in-person interviews of CRCOG Executive Director Candidates.

December 9, 2021: Acting Executive Director Pauline Yoder held check in meetings with staff and attended several meetings including the CRCOG/New London Partnership Discussion, Legislative Committee Initial Meeting, NADO Infrastructure Investment and Jobs Act (IIJA) Informational Webinar, and had a CEDS Committee

discussion with Tim Malone. Dr. Wray attended the Legislative Committee Initial Meeting as well as the CEDS Committee discussion with Tim Malone.

December 10, 2021: Acting Executive Director Pauline Yoder attended the MAP Forum meeting. Dr. Wray attended a meeting on Launching and Sustaining a Performance Management System, hosted by PSELC.

December 13, 2021: Acting Executive Director Pauline Yoder held a Policy Board review with Laura and attended the CRCOG Transportation Committee Meeting. Dr. Wray drafted the Legislative Agenda, attended an East-West Rail discussion, attended the CRCOG Transportation Committee meeting, and attended the Major Metros Roundtable meeting.

December 14, 2021: Acting Executive Director Pauline Yoder attended the HEDCO Inc. Board of Directors meeting, the Municipal Services department Meeting, December CTCOG Meeting, and held a meeting with the Executive Director Search Committee. Dr. Wray attended the December CTCOG Meeting, the IGA Partner BID Briefing/Listening Session with the Office of the Secretary regarding Infrastructure Financing & Permitting, and a Knowledge Corridor Meeting.

December 15, 2021: Acting Executive Director Pauline Yoder attended the HEDCO Loan committee meeting provided a CRCOG Executive Director Search Update Briefing with Mayor Stewart, and attended the CRCOG Policy Board meeting. Dr. Wray continued work on the CRCOG Legislative Agenda, attended a meeting with Linda Dunlavy at FRCOG, Kim Robinson at PVPC, Chris Giglio at Capital Edge, and Peter DeMallie at Design Professionals Inc., and attended the CRCOG Policy Board meeting.

December 16, 2021: Dr. Wray attended the MHA Virtual Annual Meeting and a 1,000 Friends meeting.

December 17, 2021: Acting Executive Director Pauline Yoder attended a CareerConneCT Informational Call with Education Partners, a CRCOG Staff Meeting, and a Discussion on AECOM Rail Work (Microsoft Teams Meeting). Dr. Wray attended the IGA Partners December Monthly Call.

December 20, 2021: Acting Executive Director Pauline Yoder held check in meeting with staff and attended several meetings, including the following: LTR Weekly Meeting with DEHMS and CRCOG, CTCOG EDA Grant Meeting, CCM Broadband Working Group - CEN Presentation, CEDS Work Force Implementation Options Meeting with Capital Workforce and CRCOG. Dr. Wray attended LTR Weekly Meeting with DEHMS and CRCOG as well as the CCM Broadband Working Group - CEN Presentation. He also met with David Griggs at MetroHartford via Microsoft Teams.

December 21, 2021: Acting Executive Director Pauline Yoder held a weekly check in meeting with staff, attended the MDA Review, the CRCOG Policy Board special meeting, and the Bi-Weekly Finance meeting. Dr. Wray attended the CRCOG Policy Board special meeting as well as an ACIR meeting.

December 22, 2021: Acting Executive Director Pauline Yoder held a Zoom meeting for CRCOG Staff to meet the new Executive Director, Matt Hart.

December 23, 2021: Acting Executive Director Pauline Yoder held weekly check in with staff. And attended the IIJA Discussion w/ Ayanti Grant at Office of Congressman Courtney. Dr. Wray also attended the IIJA Discussion w/ Ayanti Grant at Office of Congressman Courtney.

December 24, 2021: CRCOG Closed in observance of Christmas holiday.

December 27 – 28, 2021: Acting Executive Director Pauline Yoder took two vacation days. Dr. Wray held a call with Matt Hart.

December 29, 2021: Acting Executive Director Pauline Yoder attended a meeting with CRCOG and CWP regarding the Navigator proposal and spent time working on the CRCOG Crumbling Foundations project. Dr. Wray attended a NASPAA (Network of Schools of Public Policy, Affairs, and Administration) call.

December 30, 2021: Acting Executive Director Pauline Yoder sat in on a call with Alexandra Daum.

December 30, 2021: CRCOG Closed in observance of New Years' Day holiday.

Administration and Finance Highlights

- On December 21, 2021, we announced Matt Hart will be CRCOG's next Executive Director. We publicized the announcement via our website, a press release to local media outlets, and our social media channels, which received strong engagement.
- CRCOG raised **\$2,089** for its end-of-year employee campaign to support Hartford's United Way 2021 Community Campaign. **\$724** came from the "Cutest Pets" content. Employee winners are:
 - Aaliyah Miller, 1st place
 - Karen Stewartson, 2nd place
 - Cheryl Assis, 3rd place
- Finalizing CRCOG's Employee Services Guide, its executive summary, and CRCOG's as a Metropolitan Planning organization fact sheet for new Executive Committee and Policy board members.
- Following an exhaustive and in-depth RFP process, including virtual interviews of the final three (3) consultants, CRCOG's Evaluation Committee has selected BBG&G to complete CRCOG's Website redesign and redevelopment. Having received legal approval, CRCOG is finalizing the Service Contract and will submit a Resolution to approve same from the Executive Committee on January 13th, 2022. A Memo to File will be posted to Bonfire to provide Notice of Contract Award to all Vendors who submitted.
- CRCOG's Auditor, Clifton Larson Allen (CLA) completed the audit for FY 2020-2021. CRCOG received a clean audit.

Municipal Services Committee Updates

The Municipal Services Committee met on December 7th and discussed APRA projects and vaccine mandates. *The next MSC meeting is January 18th.*

CRPC Bid Activities

November Activities:

- The CRPC is collecting quantities for fuel, grass seed, and recycling bins. Please note: **The fuel bid is a NO PIGGYBACKING bid!**
- DEI RFP's have been evaluated and interviews with the top selected firms are being scheduled.

Upcoming Activities:

- The Grass Seed bid will be issued on January 12th. Fuel and Recycling bins will be issued on January 28th.

Energy Consortium

CRCOG's energy consultant has energy audit services available for municipalities. Please contact Kim Bona (kbona@crcog.org).

Cybersecurity

CRCOG Staff attended the monthly CT Cyber Security Meeting on Committee December 27th on behalf of DEMHS Region 3.

The DEMHS Region 3 Cyber Security Task Force met on Thursday October 14th, 2021, at 10am. The next meeting will be on Thursday February 10th at 10am.

CRCOG Staff are exploring options for hosting a Cyber Security tabletop exercise for the DEMHS Region 3

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

Regional Assessment

Assessment of the CRCOG area assessment offices continues. CRCOG's intern will be reaching out to towns individually.

CRCOG JOB Portal

- Thirteen (13) Municipalities have signed up for the CRCOG Job Portal Pilot.
- Usernames and login ID's have been provided to those who have requested.
- Job Listings can be created through the Job Portal Pilot through the following link: <https://crcog.webauthor.com/>
- CRCOG is finalizing Terms of Use and Privacy Policy language for the web portal in conjunction with our website host and Consultant
- Additional information, questions or comments – Please contact Robyn Nichols at rnichols@crcog.org

CRCOG HR Portal Interview Panel Database

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

The FY'2021-2022 CT Municipal Salary Survey: please visit www.ctmunicipaldata.org for more information and to access the salary survey.

Electronic Document Management Services (EDMS)

CRCOG staff will continue to reach out to participating municipalities to update HR and land use EDMS records and explore viable EDMS platform solutions, capabilities and pricing options that will be available to towns through CRCOG.

Regional Geographic Information System (GIS)

- Installation of CAMA data processors continues.
- CRCOG Staff and consultant are planning the installation of ArcGIS Portal and the upgrade of the current platform to the latest versions.
- CRCOG Principal GIS Planner, Erik Snowden was appointed to the state GIS Advisory Council.

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

Solid Waste Management/Textile/Recycling

- Pursuant to CRCOG Policy Board's approval, a draft Solid Waste RFP requesting Long Term Municipal Solid Waste Management, Advisory and Consulting Services is being reviewed. CRCOG anticipates issuing the RFP in January with a response date in February.
- Multiple CRCOG Member Towns have opted out of MIRA's MSA and have issued their own RFP's.
- CRCOG Policy Board approved and will present a letter to CCM requesting increased advocacy efforts on behalf of the state's solid waste and recycling crisis.
- The contract between CRCOG and Bay State Textiles, Inc. for Municipal Textile and Recycling Services has been fully executed. Multiple towns have signed side letters for services. Additional towns who want to participate should contact Robyn Nichols at rnichols@crcog.org for a side letter agreement.
- Towns interested in Textile Recycling Program Virtual Presentations can contact Robyn Nichols to coordinate with Cori Cea-Curry, Recycling Development Coordinator of BayState Textiles Recycling.
- CRCOG will be looking into the ability to offer Pink Bag services to municipalities.

Long-Term Regional Recovery Steering Committee (RRSC)

Over 300 applications were received for potential FEMA matchmaking assistance and DECD and FEMA will be reviewing those applications in the coming weeks.

CRCOG is finalizing the sub-contract with DECD for the Long-Term Recovery EDA contract.

Crumbling Foundations

Current RFVQ's were issued in September and closed on December 31st. They are currently under evaluation.

Company information may be found at <https://crcog.org/concrete-vendors>.

With the Crumbling Foundations Testing Program, to date, 3,272 applications have been received. 2,958 applications had been paid and 1 approved for payment. A total of 2,614 unique addresses have been reimbursed through this program.

Human Services Coordinating Council

The Human Services Coordinating Council met on November 9th at 2 PM regarding panhandling. The HSCC will meet in the spring with Journey Home presenting resources and options regarding panhandling.

On-Going Programs and Services

Job Order Contracting

Hosting and IT Services – Interested Municipalities can contact Robyn Nichols via rnichols@crcog.org to sign a Side Letter Agreement

HR Consulting Group

Class and Compensation Studies

Training (including Sexual Harassment and Diversity)

General HR Needs

VoIP Project - Interested Municipalities can contact Robyn Nichols via rnichols@crcog.org to sign a Side Letter Agreement

Fiberoptics Installation Services

Regional Online Permitting - Kim Bona and Robyn Nichols met with NVCOG to discuss CRPC and online permitting process, including CRPC Bidding.

COG Regional Election Monitor (currently recruiting for an REM)

Human Services Coordinating Council

Public Safety and Homeland Security Updates

CRCOG Homeland Security & Grant Initiatives

Work on the FY 19 SHSGP has commenced. 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. Our region was allocated an additional \$60,000 in funds which has been split between the training and sustainment line items.

ESF-11 Animal Response has a cache of animal crates and cages that our being offered to our communities.

CRCOG Completed a virtual monitoring visit with DEMHS on the FY 18 grant and various equipment purchases.

CRCOG staff continues to work with Tetra Tech on an After-Action Review of the region's response during the Covid pandemic. An electronic survey for all stakeholders was distributed with responses due back in mid-January. In addition, we will be required to complete one focused solely on local public health.

CRCOG public safety staff have been working with communities on vaccination planning efforts.

COVID-19 Support Activities

The Regional Emergency Support Plan was initially activated on March 18th, 2020 and the Regional Coordination Center opened. Now on monitoring status. Coordination is being done by the ESF-5 (Emergency Management) and ESF-8 (Public Health and Medical Services) duty officers.

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. Millions of pieces of PPE were distributed. The site is currently now open on an as needed basis. 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. At this point the IMT will complete Incident Action Plans as necessary.

The Governor resumed the Statewide Covid mitigation calls for the distribution of at home covid test kits and masks.

Finally, our Medical Reserve Corps remains a very valuable asset. They have current activations at St. Francis, Chatham Health District, Bristol-Burlington Health District, Town of Vernon and the City of Hartford Health Department with hundreds of Cr-MRC members volunteering their time in both medical and non-medical roles.

Other Highlights

A quarterly Capitol Region Emergency Planning Council K-12 meeting was held with presentations on school security.

Staff attended the quarterly meeting of the Capitol Region HAZMAT Team Steering Committee. One of the HAZMAT truck/trailers was transferred from Simsbury to UConn.

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. Many assisted this week with the distribution of the covid test kits.

Public Safety staff participated in the CRCOG Executive Director hiring process, the website design procurement process, assisted in organizing a FEMA Crowd Control course for law enforcement and held a meeting with new ESF-2 Communications personnel to review equipment needs and procedures.

Working with the Department of Public Health to act as the fiduciary agent for local public health emergency preparedness funds. We recently completed the second quarter of BP3 and have submitted our 24/7 coverage forms, MCM Action Plan and Multi-Year Training and Exercise Plans. CRCOG completed the first quarter programmatic and financial reports for BP3 and will be collecting the second

shortly. DPH has issued a contract addendum based on some definition changes. We continue to have monthly ESF-8 meetings and bi-weekly meetings with the local Public Health Directors.

Transportation and Planning Updates

Management of the Planning Process

- Staff participated in an internal Quarterly Project Management meeting.
- Attended CRCOG Staff Meeting and virtual meet and greet with the new Executive Director.
- Responded to FHWA/FTA inquiry for follow-up material to CRCOG's Federal Certification Review.
- Senior staff began discussions related to FY23 Planning Department budget considerations.

Data Inventory, GIS & Forecasting

- Staff presented the 5 CTDOT Safety Performance Targets for 2022 to the Transportation Committee. The Transportation Committee approved the recommendation, and a Resolution of support was approved by the Policy Board and submitted to CTDOT, per their request.

Planning and Policy Development

Staff Support to CRCOG Committees

- **Transportation Committee**
 - The Transportation Committee held a meeting on December 13. Agenda items included the adoption of the November 15 meeting minutes, and staff reports on 60 Seconds for Safety – CT Vision Zero Council, Roundabout Screening, **CTrides** Quarterly Report, Committee/Sub-Committee Minutes Formatting *and* Federal Funding Update. Actions items included TIP Amendments, LOTCIP Funding Increase/Scope Modification Requests on Farmington South Road/Colt Highway Roundabout, Support for CTDOT 2022 Annual Safety Targets, Authorizing Resolution on Route 20 Corridor Study Agreement, and Transportation Committee Meeting Schedule for 2022.
- **Policy Board**
 - The Policy Board held a meeting on December 15. Planning staff attended and reported on Transportation Committee and planning department activities.

Coordination

- Attended CTDOT's COG Coordination meeting.
- Continued participation in MAP Forum. Attended Annual Meeting.

Transit Planning

Transit Planning and Policy Assistance

- Discussed concerns about bus service with representatives from Southington. Arranged a meeting between the Town, CTDOT, and CRCOG which will be held in January.
- Attended HNS Monthly meeting.
- Held a meeting to discuss next steps for the East-West rail service to Boston.

Coordinated Plan of Human Services Transportation

- FTA Section 5310:
 - CTDOT completed its internal review of Traditional Capital applications. All twenty Traditional Capital applications from the Capitol region were approved for funding. CTDOT is now completing its internal review of the Non-Traditional applications.

Project Selection and Programming

Transportation Improvement Program

- TIP amendments this month included Plainville – Tomlinson Avenue – Replace Bridge 04546 over Quinnipiac River, Simsbury – CT 10, NHS – Replace Bridge 00653 over Hop Brook, and Granby – Moosehorn Road – Rehab Bridge 04528 over Moosehorn Brook.

Project Programming and Advancement

- Met with representatives from Marlborough on December 9 to discuss possibility of developing a project for Route 2 ramps.
- Met with CTDOT Project Development Unit staff for a follow-up to November's Federal STBG Urban Program Coordination Meeting.

LOTICIP Efforts this month included:

- Attended two on-board 90% design review meetings for Windsor and Marlborough
- Confirmed with on-call consultants to extend agreement for two years
- Submitted one (1) bid package to CTDOT on Hartford Main Street/Boce Barlow Bridge
- Submitted close-out forms to CTDOT for Rocky Hill and Windsor projects
- Received Final Design submittal from Coventry for South Street Phase1 Project
- Coordinated with municipalities and CTDOT regarding project application/design advancement.
- Received signed administration funding request letter from CTDOT.

Complete Streets Planning

Regional Complete Streets Plan and Policy

- Hosted a Bike/Ped Subcommittee meeting.

Micromobility

- Attended bike share feasibility calls.
- Received micromobility trends memo from bike share feasibility consultant. Reviewed and sent comments for incorporation and held a call about trends memo.
- CRCOG Staff recently finished collecting bike ped count and audit forms from volunteers for its annual bike ped count in September. Staff presented general findings of the count data at the CRCOG Bike/Ped Subcommittee Meeting and began detailed processing of the data. A more thorough analysis will be provided at the March 2022 Bike/Ped Subcommittee Meeting.

System Management and Operations

Traffic Incident Management (TIM)

- Prepared agenda and web page updated for TIM Coalition meeting.

- Completed crash data for Hartford Urbanized Area and distributed to Coalition members.
- Prepared town 3 year trending crash report for Transportation section.
- Completed Fire Suppression Standpipe recommendations and sent out to working group.
- Completed Crash Data analysis for towns of Bolton, Marlborough and Avon.
- Created separate town sections within file structure for Regional Transportation Safety Plan.
- Coordinated distribution of TIM field guides and evaluation forms.
- Participated in the following meetings/webinars:
 - CT Municipal UAV Task Force

ITS Planning

- Hosted and attended ITS-CT Annual Business Meeting. CRCOG staff has been elected the Vice President of the organization.

Freight Planning

- Began collecting data and information to supply to CTDOT for Statewide Freight Plan update.
- Attended NJTPA Freight Initiatives Committee meeting.

Livability and Sustainable Communities

Brownfields

- Attended Community Revitalization Workshop.
- Attended TAB Brownfields Municipal Assistance Program training.
- Visited RLF subgrant worksite.
- Met with Hartford Economic Development for assessment site review.
- Sent RLF loan contract to attorney for review.

Technical Assistance and Project Development

Technical Assistance to Towns and Stakeholders

- **Zoning Reviews:** Between November 24 and December 27, staff received sixteen (16) referrals and reviewed and commented on fourteen (14).
- Provided a support letter for UConn for their Economic Development Administration grant application for efforts to support bike/ped trail data collection and analysis efforts.
- Met with Town of Bolton Officials and Staff to discuss transportation needs and possible project development for Route 6, including the Bolton Notch Interchange area
- Met with Town of Marlborough Officials and Staff to discuss transportation needs and possible project development for Route 2 interchange 12 area

Agencies

- Attended the Water Planning Council Advisory Group meeting on December 10.

Technical and Administrative Support on Corridor Studies and Special Projects

- Greater Hartford Mobility Study
 - Held coordination meeting with study team regarding CRCOG's Transit Priority Corridors and East Coast Greenway studies on December 8. Discussed CRCOG comments on Needs Statement.
- Route 5 Corridor Study, East Windsor
 - Worked on compilation of the study documents and finalize the report.

Public Participation, Title VI, and Environmental Justice

- All Title VI program documents (including the most recently adopted Policy and Program) are available on the CRCOG website through a link entitled: Civil Rights and Title VI Information.
- No complaints of Title VI discrimination were received this month and there are no ongoing complaints under review.
- A representative from the Connecticut Coalition for Environmental and Economic Justice (CCEEJ) is on the CRCOG Transportation Committee as a voting member.
- Planning staff participated in consultant interviews for CRCOG's website update.

Capitol Region Roundabout Screening

- CRCOG notified the Transportation Committee that the deadline for town responses to the survey was extended from December 15 to December 31.
- VHB issued a draft memo outlining Steps 1 and 2 (volume and crash screening methods) to be included the Task 2 deliverable - Screening Methodology. CRCOG reviewed the technical memo which was incomplete, and provided comments on 2 different drafts of the memo.

Transit Priority Corridors Study

- Prepared for and participated in Technical Advisory Committee Meeting.
- Held coordination meeting with CTtransit to discuss bus shelter maintenance.

Routes 190 and 220 Traffic Impact Study, Enfield

- Consultant completed existing conditions and no-build Synchro models and sent to CTDOT.
- Received revised visual preference survey (VPS) in digital SurveyMonkey format.
- Reviewed VPS and coordinated with CTDOT and Town of Enfield on any additional comments; awaiting final version.
- Created flyers for the survey and drafted paper copies of the survey for dissemination. Awaiting Spanish translation to create Spanish versions of flyers and survey.

Farmington Area Connectivity Study

- CRCOG staff meet with Cambridge Systematics staff to discuss the results of the Travel Demand Model for the four-year 2050 scenarios in the scope of work. CRCOG submitted the modeling results to SLR and CTDOT for their review and use. SLR will use this date for performing intersection capacity analysis.
- Stakeholder Meeting #2 with Farmington Town Officials was held. A report of meeting, prepared by SLR was reviewed by CRCOG, and distributed to attendees.
- Stakeholder meeting #3 with three different environmental organizations, including the National Park Service, was held. A report of meeting, prepared by SLR was reviewed by CRCOG and distributed to attendees.
- CRCOG staff coordinated with CTDOT regarding another potential meeting with other environmental agencies.

TOD Roles, Visioning, Viability, and Tools Analysis

- Held the project kickoff meeting on December 15.
- Attended site visits.
- Held coordination meetings with Berlin, Hartford, West Hartford, and Windsor Locks.
- Started conducting site research.

East Coast Greenway Gap Closure Study

- Coordination with CTDOT with question regarding responding teams.
- Sent responses to Selection Committee, set review deadline for January 4.
- Coordinated an interview date with Selection Committee. Informed responding teams of January 13 interview date.
- Began review and rating of responses.
- Attended the Asylum Hill Neighborhood Association (AHNA) Green Committee Meeting.

Route 20 Corridor Study, Windsor Locks

- CRCOG received approval from CTDOT on the Quality Based Selection (QBS) Process and initiate the negotiations and contracting process with the highest ranking firm.
- Received Authorizing Resolution on Study Agreement from the Transportation Committee and the Policy Board.
- Sent notification to applying firms about the consultant selection decision.
- Contacted the highest ranking firm and requested contract related documents as well as suggestion on the draft scope of work.
- Held meetings with town officials and highest ranking firm to discuss the draft scope of work.

Comprehensive Economic Development Strategy

- Outreached to EDA to setup a meeting to discuss two potential grant applications.
- Attended the DECD Economic Development Summit.
- Attended a site tour of the Swift Factory with the Assistant Secretary of Commerce for Economic Development.
- Attended a webinar titled "CEDS as a Tool for Racial Equity". The webinar was held as part of a community of practice around equity and economic development.
- Worked with DECD to collect the necessary documents to accept a subgrant from the EDA.
- Attended a meeting to discuss DECD requirements for the subgrant.
- Attended a meeting with Capital Workforce Partners to discuss potential workforce initiatives.
- Outreached to CEDS partners to begin compiling information for the 2021 CEDS Annual Report.

CDC Active Transportation Planning

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

- Attended a SPAN Routes to Destinations training.
- Conducted a site visit in Newtown.

- Outreached to West Hartford, South Windsor, New Milford, and New London to coordinate on bicycle rack purchases.
- Met with the Town of Cheshire and City of Hartford to discuss the train the trainer program.
- Received the final executed grant contract for year 2 of the Building Resilient and Inclusive Communities program.
- Submitted a revised Year 3 Performance Measures report to DPH.
- Began work on community action plans for year 2 of the Building Resilient and Inclusive Communities program.