

MEMORANDUM

DATE: February 9, 2022
TO: CRCOG Policy Board and Alternates
FROM: Pauline Yoder, Acting Executive Director
SUBJECT: CRCOG January 2022 Monthly Report

Here are highlights from the January 2022 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:

- Fuel bid has been issued and will close on February 28th.
- CRCOG has scheduled a virtual regional GIS meeting for February 22, 2022. The goal of this group is to assess municipal needs and interests, guide the direction of CRCOG's GIS endeavors, and discuss geospatial issues and opportunities for collaboration. For more information, please contact Erik Snowden at esnowden@rcog.org or 860-724-4217.
- CRCOG Principal IT/GIS Planner, Erik Snowden was appointed to the state GIS Advisory Council.
- CRCOG issued the RFP for a Municipal Solid Waste Consultant to address long-term strategies and solutions. The RFP closes on February 28, 2022.
- CRCOG IT Services released the LIVE version of the CRCOG Job Portal Pilot. Interested Municipalities should contact Robyn Nichols at rnichols@crcog.org.
- MSC and Public Safety jointly released a Public Safety Answering Points Survey. <https://forms.office.com/r/5uksv8e2L8>.

Planning: Community Development Highlights:

- Held a meeting of the Metro Hartford Future Implementation Committee on February 3. The committee is responsible for overseeing CRCOG's Comprehensive Economic Development Strategy.
- Scheduled a Brownfields Steering Committee meeting for February 16 at 2pm.
- Released a visual preference survey for the Enfield Routes 190/220 Traffic Study.
- Staff submitted final paperwork to DECD to receive a grant that will fund various COVID-19 economic recovery projects.
- Staff completed an affordable housing analysis of the region and sent it to town planners.

Planning: Transportation Committee Highlights:

- Staff updated the Transportation Committee on the Greater Hartford TIM Coalition, CTrides Quarterly Report, and Resilient Connecticut 2.0.
- Transportation Committee discussed CTDOT's Highway Safety Legislative Proposal.
- Transportation Committee approved a LOTCIP scope modification and funding increase request for a project in Enfield.
- USDOT has made \$1.5 billion in discretionary grant funding available through the RAISE Program. Applications are due April 14, 2022. Additional information is available at <https://www.transportation.gov/RAISEgrants>.

Public Safety and Homeland Security Highlights:

- 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.
- ESF-11 Animal Response has a cache of animal crates and cages that our being offered to our communities.
- 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-February (date was extended due to recent covid surge). In addition, we will be required to complete one focused solely on local public health.
- CRCOG assisted with a FEMA Crowd Control course for police departments within our region. A CRCOPA committee is being formed to evaluate the current RAFS (Regional Access Frequency System).
- Working with the Department of Public Health to act as the fiduciary agent for local public health emergency preparedness funds. We have submitted our 24/7 coverage forms, MCM Action Plan and Multi-Year Training and Exercise Plans. CRCOG just completed the second quarter programmatic and financial reports for BP3. 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.
- CRCOG staff attended training sessions with Everbridge to enhance and update our current alerting system.

Administration and Finance Highlights:

- CRCOG staff has started the CRCOG Website rebuild with the consultant BBG&G.
- CRCOG is finalizing its Summary of Services Guide and fact sheets for executive committee and policy board members.

The complete CRCOG Monthly Report for January 2022 can be found beginning on [Page 3](#).

CRCOG January 2022 Monthly Report

Acting Executive Director Report

Pauline Yoder, as Acting Executive Director, and Dr. Lyle Wray, as Executive Director Emeritus, attended the several meetings and worked on various tasks in January, including but not limited to:

January 3, 2022: Acting Executive Director Pauline Yoder attended several meetings, including weekly check ins with staff, a discussion with CTCOG on LOTCIP topics, and attended the CRCOG Legislative Committee meeting. She also prepared for the upcoming CRCOG Executive Committee meeting. Dr. Wray prepared for and attended the CRCOG Legislative Committee meeting and worked on the CRCOG Legislative Agenda and prepared for the CRCOG Executive Committee meeting with Pauline Yoder.

January 4, 2022: Acting Executive Director Pauline Yoder held check in meetings with staff, attended the COG/MPO monthly meeting, held a short meeting on Natural Hazard Mitigation, and attended the biweekly CRCOG finance meeting. Dr. Wray attended the 1,000 Friends meeting and attended the Task Force Meeting hosted by Eric Weiss.

January 5, 2022: Acting Executive Director Pauline Yoder met with several ezIQC Contractors to sign contract renewals and attended a meeting on Preparing Regions for Federal Funding Success hosted by Leslie Mozingo, Owner and CEO of Strategics Consulting. Dr. Wray attended two meetings: the first being the PUMA Community Input meeting and the second being a NARC Webinar on Federal Infrastructure Funding.

January 6, 2022: Acting Executive Director Pauline Yoder held a check-in meeting with Admin staff, attended a Regional Assessment Update meeting and a meeting between CWP and CRCOG and also had a brief discussion with other CTCOG Directors.

January 7, 2022: Acting Executive Director Pauline Yoder attended a Panhandling Discussion with Journey Home and the CRCOG biweekly managers' meeting. Dr. Wray prepared for and attended an ACIR meeting.

January 10, 2022: Acting Executive Director Pauline Yoder attended the CRCOG/New London Partnership Discussion meeting as well as a meeting to discuss the EDA Grant. Dr. Wray reviewed Data Haven reports and attended the Major Metros Roundtable meeting.

January 11, 2022: Acting Executive Director Pauline Yoder attended several meetings including the HEDCO Board Meeting, the Municipal Services Department Meeting, the January CTCOG Meeting, and the Strategies IIJA Opportunities meeting. Dr. Wray attended the Connecticut RSP: Defining and Measuring Success Best Practices Webinar as well as the 1,000 Friends meeting.

January 12, 2022: Acting Executive Director Pauline Yoder attended a meeting on the CARES Act as well as the CRCOG Executive Committee meeting. She also worked on Crumbling Foundations projects and attended the IIJA Broadband Grant Programs Public Listening Session. Dr. Wray attended the CRCOG Executive Committee meeting.

January 13, 2022: Acting Executive Director Pauline Yoder held a LOTCIP letter discussion with staff. Dr. Wray finalized the CRCOG Legislative Agenda.

January 14, 2022: Acting Executive Director Pauline Yoder attended a discussion on NICRA, a CRCOG staff meeting, and held a touch-base meeting with Matt Hart, Cheryl Assis, and Rob Aloise. She also started work on the CRCOG Budget. Dr. Wray attended a meeting on East-West Rail Transit hosted by PVPC.

January 17, 2022: CRCOG Closed in honor of Martin Luther King, Jr. Day.

January 18, 2022: Acting Executive Director Pauline Yoder held check in meetings with staff and attended several meetings including a CRCOG LOTCIP discussion, the Municipal Services Committee meeting, and the biweekly Finance meeting. Dr. Wray attended a seminar on Meeting of the Minds, attended the Municipal Services Committee meeting, and attended a New England Knowledge Corridor meeting.

January 19, 2022: Acting Executive Director Pauline Yoder attended a HEDCO Loan Committee meeting and the Year End 504 meeting hosted by Marshelle Elliott at Grants Management Systems, Inc. Dr. Wray attended the Municipal and Regional Partners Meeting hosted by AdvanceCT.

January 20, 2022: Acting Executive Director Pauline Yoder attended the CRCOG/New London Partnership discussion, attended a State and Local Fiscal Recovery Fund Final Rule Briefing, and attended the COG Director & CTDOT PL23 meeting. Dr. Wray reviewed CRCOG CEDS RFPs.

January 21, 2022: Acting Executive Director Pauline Yoder held a check in with staff and reviewed CRCOG website pages for the upcoming website updates. Dr. Wray attended the CBIA 2022 Economic Summit + Outlook as well as the Transportation Council Meeting with Senator Murphy's staff.

January 24, 2022: Acting Executive Director Pauline Yoder held a check in with staff, attended the LTR biweekly meeting with DEHMS and CRCOG, and attended the CRCOG Transportation Committee meeting. Dr. Wray also attended the LTR biweekly meeting with DEHMS and CRCOG as well as the CRCOG Transportation Committee meeting. He also attended a Major Metros Roundtable meeting.

January 25, 2022: Acting Executive Director Pauline Yoder attended the Municipal Services Department meeting, worked on the CRCOG budget. Dr. Wray attended the ACIR Sub-Committee meeting as well as the Pioneer Valley Economic Recovery Task Force meeting.

January 26, 2022: Acting Executive Director Pauline Yoder attended the CRCOG Policy Board meeting as well as a The Two Connecticuts: Conversations about Race and Place webinar. She also worked on finalizing a document for IGSA. Dr. Wray attended the CACT Annual meeting and the CRCOG Policy Board.

January 27, 2022: Acting Executive Director Pauline Yoder took personal time. Dr. Wray reviewed the CEDS RFPs.

January 28, 2022: Acting Executive Director Pauline Yoder met with CRCOG staff and Kelly Gonzalez from CRT CT regarding the Human Services Coordinating Council meeting on pan handling in West Hartford. She also reviewed files in office with staff. Dr. Wray worked on the Boston Rail planning and finalized work on the CEDS review.

January 31, 2022: Acting Executive Director Pauline Yoder held several staff check in meetings and attended the biweekly finance meeting. Dr. Wray attended the CIC Board Meeting hosted by Marty Romitti at CREC.

Administration and Finance Highlights

- CRCOG's 2021-2022 budget received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award.
- Finalizing CRCOG's Shared 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 in-depth RFP process, including virtual interviews of the top three (3) consulting firms, CRCOG's Evaluation Committee has selected BBG&G to complete CRCOG's Website Redesign and Redevelopment. CRCOG executed a Service Agreement with BBG&G. CRCOG will begin meeting with BBG&G to launch the Project in the 1st part of February of 2022 with the Project expected to be completed within the next 6 months.
- CRCOG's Auditor, Clifton Larson Allen (CLA) completed the audit for FY 2020-2021. CRCOG received a clean audit.
- Staff met virtually with PASI to review their pension and deferred compensation investments.
- The Finance Department participated in GMS Year End Closeout training.

Municipal Services Committee Updates

The Municipal Services Committee met on January 18th and reviewed the upcoming EDA sub-grant. Continued discussion on Municipal use of ARPA funds also ensued. Whether ezIQC may be used for LOTCIP projects was questioned by committee members. CRCOG staff are looking into this to seek clarification.

The next MSC meeting is scheduled for February 15th.

CRPC Bid Activities

December Activities:

- CRPC issued the Fuel Bid and Recycling Bins bids. Fuel will close on February 28th and Recycling Bins will close on February 24th.
- DEI Training RFP – the top three firms were interviewed on January 20th. The panel and CRCOG staff unanimously agreed on a consulting firm. CRCOG staff will bring this recommendation to the Policy Board in February for approval to move forward with a contract.

Upcoming Activities:

- CRPC will be issuing bids for Swimming Pool Chemicals, Police Ammunition and Fingerprinting Supplies, and Bituminous Class 1, Class 2, and Curb Mix on February 23rd.

Energy Consortium

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

Cybersecurity

The next meeting of the DEMHS Region 3 Cyber Security Task Force 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

- CRCOG's Job Portal Pilot is ready to launch and GO LIVE.
- Interested Municipalities will receive an update with their town specific URL.
- CRCOG and NOVUS Insight, LLC will work with interested Municipalities to build out the platform through scheduled DEMO's, Help Desk technical support and customized support throughout the Pilot phase.
- 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 ctmunicipaldata.org for more information and to access the salary survey.

Electronic Document Management Services (EDMS)

CRCOG staff has scheduled meetings with participating municipalities to explore current and future HR and Land Use EDMS record management needs, use, solutions, viability, platforms, capabilities, pricing structures. At present, CRCOG provides EDMS capabilities through OnBase, a third-party reseller, OnBase, a structure which is cost-prohibitive to maintain.

Regional Geographic Information System (GIS)

- Installation of CAMA data processors continues.
- CRCOG Staff and consultant have upgraded ArcGIS Enterprise to the current version and have installed ArcGIS Portal. Additional configuration and training set to begin.
- CRCOG Principal IT/GIS Planner, Erik Snowden was appointed to the state GIS Advisory Council.
- CRCOG has collected updated municipal GIS contact information and schedule a virtual regional organized a meeting for February 22, 2022. The goal of this group is to assess municipal needs and interests and to guide the direction of GIS endeavors in the region as well as to provide a roundtable to discuss geospatial issues and opportunities for collaboration.

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 Solid Waste RFP requesting Long Term Municipal Solid Waste Management, Advisory and Consulting Services has been issued with a response date of February 28, 2022.
- CRCOG Policy Board approved and presented 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. 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 Staff has begun researching and plans to issue an RFI for organic food waste for issuance this Spring.

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, 3,307 applications have been received. 2,989 applications had been paid and 1 approved for payment. A total of 2,639 unique addresses have been reimbursed through this program.

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. Please visit the CRPC webpage for continuing updates. <https://crcog.org/capitol-region-purchasing-council/>

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 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-February (date was extended due to recent covid surge). 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 in West Hartford on an as needed basis. Millions of pieces of PPE were distributed. When activated, 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.

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 to assist health departments and hospitals with hundreds of CR-MRC members volunteering their time in both medical and non-medical roles.

Other Highlights

CRCOG assisted with a FEMA Crowd Control course for police departments within our region. A CRCOPA committee is being formed to evaluate the current RAFS (Regional Access Frequency System).

CRCOG staff attended training sessions with Everbridge to enhance and update our current alerting system.

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, traffic incident management meetings, 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 have submitted our 24/7 coverage forms, MCM Action Plan and Multi-Year Training and Exercise Plans. CRCOG just submitted the second quarter programmatic and financial reports for BP3. 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

- Reviewed draft CRCOG's Federal Certification Report and sent comments to FHWA and FTA.
- Attended CRCOG Staff Meeting.

Data Inventory, GIS & Forecasting

- Staff attended FHWA Seminar -Transportation Performance Management Target Setting for MPO's.
- Staff have begun obtaining 2021 NPMRDS data to compare with trends from previous years.
- Staff have been securing and storing R scripts in a cloud location (GitHub) that allows for version control and collaborative work and updating of code. Current limited account type is free, and access can be restricted.
- Continued developing a dashboard with affordable housing and demographic data for CRCOG towns and web maps for LOTCIP Project information.
- Staff have started discussions on updating demographics and economic and jobs data for travel demand model.
- Participated in a January 20 coordination meeting with CTDOT travel demand modeling personnel.
- CRCOG is in the process of compiling and developing data for the alternative scenario.
- CRCOG staff met with UConn to discuss GIS and Resiliency Coordination 6. CRCOG is currently awaiting documentation from UConn to determine the level of GIS data that they are seeking.

Planning and Policy Development

Staff Support to CRCOG Committees

- **Transportation Committee**
 - The Transportation Committee held a meeting on January 24. Agenda items included the adoption of the December 13 meeting minutes, and staff reports on New CRCOG Executive Director and Policy Board Officers, 60 Seconds for Safety, Commissioner Boughton Presentation to Policy Board on IIJA Funding, FFY2021 Obligated Projects List, Possible Future Bridge Funding: LOTCIP or New Federal Programs, LOTCIP Solicitation Update, LOTCIP On-Call Consultant RFQ – Schedule and Selection Panel, LOTCIP Quarterly Report, CTDOT Capital Plan – CRCOG Comment Letter and Car Share. Actions items included TIP Amendments, LOTCIP Funding Increase/Scope Modification Requests on Hartford - Traffic Signals, Road Diet and Timing Optimization, and Authorizing Resolution on LOTCIP Program Administration.

- **Policy Board**

- The Policy Board held a meeting on January 26. Planning staff attended and reported on the Transportation Committee and planning department activities.

Coordination

- Attended CTDOT's COG Coordination meeting.
- Continued participation in MAP Forum.
- Attended CACT & WTS CT Legislative Program.
- Attended January 28 meeting with CTDOT and COG Executive Directors regarding IIJA and Capital Plan development

Transit Planning

Transit Planning and Policy Assistance

- Attended HNS Monthly meeting.
- Facilitated a discussion between CTDOT and the Town of Southington related to bus service.
- Participated in a meeting with the Transit Matters group to discuss East-West rail.

Coordinated Plan of Human Services Transportation

- FTA Section 5310:
 - CTDOT is completing its internal review of the 2021 Non-Traditional applications. CTDOT expects to notify CRCOG of applications selected for funding by the spring.

Project Selection and Programming

Transportation Improvement Program

- TIP amendments this month included Glastonbury – CT Route 2 – Improve Lane Continuity Eastbound, District 4 – Replace Traffic Control Signals at Various Locations – Move to FY22 and District 2 – Replace Traffic Signal Controllers & Cabinets at Various Locations.

Project Programming and Advancement

- Met with representatives from Bolton and CTDOT on January 11 to discuss the possibility of roadway improvements around I-384, Route 6 and Route 44 interchange.

LOTICIP Efforts this month included:

- Submitted final design to CTDOT for Simsbury Bloomfield Multi-Use Trail Project
- Submitted Resolution for approval of two-year extension agreement for on-call consultants
- Submitted LOTICIP quarterly report.
- Received 23 LOTICIP projects from 19 municipalities from LOTICIP Solicitation for approx. \$42M
- Distributed RFQ for On-Call Lists 1 and 2.
- Coordinated with municipalities and CTDOT regarding project application/design advancement.

Complete Streets Planning

Micromobility

- Attended bike share feasibility calls.
- Held Bike Share Steering Committee workshop #2. Topics of discussion were to review the goals and objectives of the study, high-level findings of a market analysis, micromobility business models as well as alternatives for the CRCOG region.

Bike Ped Count

- As CRCOG Staff recently finished collecting bike ped count and audit forms from volunteers from its annual bike ped count in September. Staff have completed entering counts into the Access database and are currently in the process of entering location audits into the database as well.

System Management and Operations

Safety Management

- Prepared "60 Seconds for Safety" presentation of NHTSA marketing materials promoting safe driver behavior on Super Bowl Sunday.
- Attended the CT Vision Zero Council Meeting.
- Reviewed CRCOG region crash data related to town trends over past 5 years and compared the data with the UConn T2 Center town crash profiles. The details of the data queries in the Town Crash Profiles were discussed with the Safety Circuit Rider.

Traffic Incident Management (TIM)

- Completed and reviewed crash data analysis for Route 6 corridor, Marlborough, and Avon.
- Reviewed the latest draft of the CT Strategic Highway Safety Plan 2021-2026 and provided comments to CTDOT.
- Re-analyzed completed report out of crash data 3-year trending for all CRCOG towns and add 2020 to all towns.
- Reviewed and commented on quote from Quick Series on mobile app proposal.
- Reviewed TRCC Traffic Records Assessment Annual Report.
- Researched grants / funding for mobile app for TIM pocket guide.

ITS Planning

- Hosted and attended ITS-CT director's Meeting.

Freight Planning

- Sent requested data, mapping, info. to CTDOT in support of the Statewide Freight Plan update.
- Sent letter of support for Connecticut Southern Railroad for grant funding for freight rail improvements.

Livability and Sustainable Communities

Brownfields

- Met with Town of Berlin and Licensed Environmental Professional (LEP) regarding their Assessment application.
- Promoted Brownfields Assessment and Revolving Loan Fund programs on social media.

- Outreach to Licensed Environmental Professionals (LEPs) regarding agenda items for the next Brownfields Steering Committee.
- Updated CRCOG Brownfields Revolving Loan Fund loan agreement.

Technical Assistance and Project Development

Technical Assistance to Towns and Stakeholders

- Zoning Reviews: Between December 28 and January 27, staff received thirteen (13) referrals and reviewed commented on six (6).
- Met with Town of Bolton Officials and CTDOT Staff to discuss transportation needs and possible project development for Route 6, including the Bolton Notch Interchange area.
- Prepared letter of support for Connecticut Southern Railroad for grant funding for freight rail improvements.
- Prepared to apply for Natural Hazard Mitigation funding in January.

Agencies

- CT Bike Ped Advisory Board: attended meeting.

Technical and Administrative Support on Corridor Studies and Special Projects

- Greater Hartford Mobility Study
 - Held coordination meeting with study team.
 - Attended virtual public meeting.
- Route 5 Corridor Study, East Windsor
 - Advised the consultant to submit the final invoice.
- Avon - Route 10, Route 44, and Nod Road intersection
 - Responded to requests from Avon's Planning Director to investigate proposed improvements that incorporate a roundabout project. Coordinated with CTDOT to obtain status of CTDOT projects; and CRCOG staff researched crash data and traffic volume data.

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.
- Coordinated with Communications Manager to include transportation items in newsletter and social media posts.
- Began process of identifying content for migration as part of CRCOG's website update.
- Continued to keep the website up to date.

Capitol Region Roundabout Screening

- Progress meetings were held with VHB. Preliminary results of survey responses from municipalities, and status of the Screening Methodology Technical Memo were discussed.
- VHB issued a draft memo outlining Steps 1 and 2 (volume and crash screening methods) to be included in the Task 2 deliverable - Screening

Methodology. CRCOG reviewed the technical memo, which was incomplete, and provided comments on 2 drafts of the memo. VHB is working to resubmit.

- VHB provided CRCOG with a list of 135 locations where AADT data was unavailable. CRCOG staff used the TDM to determine AADT's for those locations with the data being sent to VHB.

Transit Priority Corridors Study

- Began preparing for public outreach activities that will be held in February and March.

Routes 190 and 220 Traffic Impact Study, Enfield

- Received approval from CTDOT on existing conditions and no-build Synchro models.
- Received final digital survey (both English and Spanish versions) and posted to website. Sent survey information to Interested Parties list.
- Finalized English and Spanish versions of flyer.
- Coordinated with Town and CRCOG Communications Manager to post on social media and disseminate flyers with QR codes.

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. SLR commented on results, and CRCOG staff and Cambridge Systematics are working on revisions.
- Staff have delivered results and visualizations of Travel Demand Model output to SLR. These included intersection volume maps and turning movements. CRCOG staff together with CRCOG travel demand modeling consultant have made revisions and clarifications of output where requested.
- CRCOG staff coordinated with CTDOT to schedule a Stakeholder Meeting #4 with several environmental agencies.
- CRCOG staff held meetings to discuss the existing bike, pedestrian, and transit conditions in the study area, and provided recommendations to SLR to revise their study figure.

TOD Roles, Visioning, Viability, and Tools Analysis

- Consultants began collecting and analyzing data for the market analysis.
- Coordinated with consultants to send data request to the participating towns.
- Coordinated with Enfield to discuss which site they want to select.

East Coast Greenway Gap Closure Study

- CRCOG submitted and received approval from CTDOT regarding the selection committee's ratings of the initial project proposals, the firms being interviewed, as well as the interview rating forms and interview questions.
- CRCOG held all interviews.
- Interview rating forms were submitted to CRCOG by the selection committee. A top qualified firm was identified as a result of the interviews. A firm will be notified after approval by CTDOT of the consultant selection process.
- CRCOG staff summarized the consultant selection process and sent summary documents and attachments to CTDOT.
- Held a call with GHMS team and ECG Alliance regarding greenway priorities.

Route 20 Corridor Study, Windsor Locks

- Received revised scope of work from the consultant.
- Reviewed the suggestion to the scope and forwarded to the town for their review and feedback.
- Received documents from the consultant related to the contract agreement.

Comprehensive Economic Development Strategy

- Met with EDA to discuss two potential grant applications.
- Continued to outreach to CEDS partners to begin compiling information for the 2021 CEDS Annual Report.
- Attended the first task force meeting for PVPC's economic development strategy.
- Met with Capital Workforce Partners to discuss potential projects funded with ARPA dollars.
- Sent final required documents to DECD to accept the \$375,000 CARES Act grant.
- Attended the first quarterly meeting with DECD for the CARES Act grant.
- Presented on the CARES Act grant at the Municipal Services Committee meeting.
- Issued an RFP for consultant services to assist with hosting educational webinars for small businesses.
- Assembled a review panel and began reviewing RFP responses for the CEDS Update RFP.
- Attended the Capital Area Pipeline Partnership meeting.

CDC Active Transportation Planning

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

- Held a call with Hartford to discuss the "train the trainer" program.
- Held a site visit with Meriden to discuss the design of a potential "parklet".
- Developed draft designs for Groton demonstration project.
- Developed a draft proposal for workshops in New London.
- Received final quotes for bike racks in New Milford, West Hartford, South Windsor, and New London.