

MEMORANDUM

To: Policy Board
From: Matt Hart, Executive Director
CC: CRCOG Staff
Meeting Date: September 26, 2022
Subject: Staff Report

Below please find a summary report from staff for the Board's information. Please do not hesitate to contact me with any questions or concerns.

Executive Director Update

- *CRCOG Legislative Committee* – It is that time of the year where we appoint an ad hoc committee to prepare a proposed Legislative Agenda for the Policy Board's consideration. First Selectman Jason Bowza has served as our most recent chair and is willing to serve in this capacity once again. We are also ably assisted by Kathie Lutz of Rome Smith & Lutz. Typically, we will look to coordinate our efforts with CTCOG, CCM, COST, and other key local government organizations. The following Board members or alternates have volunteered to serve on the ad hoc committee:
 - Jason Bowza, First Selectman, East Windsor
 - John Elsesser, Town Manager, Coventry
 - Wendy Mackstutis, First Selectwoman, Simsbury
 - Lisa Marotta, Mayor, Rocky Hill
 - Michael Pucaro, Town Administrator, Vernon
 - Lori Spielman, First Selectwoman, Ellington
 - Steve Stephanou, Town Manager, Manchester
 - Dave Steuber, Chief of Staff, Hartford
 - Mike Walsh, Mayor, East Hartford
 - Brock Weber, Executive Aide to the Mayor, New Britain

My thanks to those who have volunteered for the ad hoc committee; we will be in touch soon to schedule a few meetings for this fall.

- *Strategic Planning & Goal Setting* – As I had mentioned previously, I intend to work with the Board and our staff team to develop a set of priorities and goals for the next 3-5 years. We will also use this opportunity to identify and refine our

organizational values, mission, and vision. This past summer we issued a RFQ to seek some professional assistance with this project and are reviewing the responses now. I will keep the Board informed of our progress and when we will look to schedule a Board retreat for goal setting and other tasks related to this important exercise.

- *Policy Board Social Event at Alvarium Beer Company* – Please join us from 3:30-5:30 pm on September 29 for a social event at Alvarium Beer Company in New Britain. I would like to thank Mayor Erin Stewart for organizing and hosting this event!
- *Policy Board Tour of Riverfront Recapture* – You are invited to a tour of the Hartford/Windsor Riverfront Park and Riverwalk from 2:00-4:00 pm on October 12. We will meet on location at 100 Meadow Rd. in Windsor. (Please remember to wear appropriate shoes or hiking shoes.) I would like to offer a big thanks to Mike Cipriano for suggesting and organizing this event!
- *Municipal Services Committee* – Our Municipal Services Committee will hold its next meeting at 12:00 pm on October 18. Among other items, we will be discussing regional approaches to stormwater management. Committee chair and Windsor Town Manager Peter Souza and I would like to encourage all member towns that are challenged by this issue to attend this meeting.
- *Advancing Women in Transportation CT WTS) Mini Series* – On October 6, staff and I will participate in a day-long series of conversations sponsored by the CT chapter of WTS. Topics will include funding opportunities under the Bipartisan Infrastructure Law, leveraging investments in rail, electric vehicle deployment, vision zero traffic safety improvements, and closing the gender gap. Registration numbers are strong, and we look forward to an informative and timely event.
- *Town Visits* – I am making the rounds attending meetings of our local legislative bodies to provide a brief report on CRCOG activities and to take questions and suggestions from our members. I will also be joining our Community Development staff as we meet with local planning staff from around the region. Thanks to all for taking the time to meet with us; these site visits will enable us to serve you better.

BIL/IIJA Update

- *New Staff* – We are very pleased that Elizabeth Sanderson and Kyle Shields have joined our team. Elizabeth is serving as our BIL Coordinator/Principal Program Manager. Kyle also has some BIL responsibilities and is working on Community Development projects in his role as a Principal Planner. Both Elizabeth and Kyle have related municipal experience and have been able to hit the ground running. We are fortunate to be able to continue to recruit talented staff of their caliber.

- *Engagement & Outreach Efforts* – Staff have developed a dedicated web page on CRCOG’s website to highlight BIL/IIJA opportunities. We will provide an update at all Transportation and Municipal Services Committee meetings and organize dedicated workshops for each funding opportunity. We are working hard to maximize this historic infrastructure funding opportunity and appreciate any feedback or suggestions on how we can improve our processes and approach.
- *Safe Streets for All* - CRCOG staff submitted a Safe Streets and Roads for All (SS4A) Grant Application to update the Regional Transportation Safety Plan. CRCOG staff also coordinated and assisted in the preparation of a multijurisdictional (5-town) SS4A Implementation Plan Grant Application. We greatly appreciate the Town of Farmington for stepping up to serve as our lead applicant for this initial application!
- *Reconnecting Communities* - CRCOG staff collaborated with representatives of CTDOT and interested eligible applicants (City of Hartford) to support applications for an upcoming Reconnecting Communities grant opportunity.

Municipal Services

- *Budget Software RFP* - ClearGov has been selected for the Budget Software RFP.
- *Fire/EMS Records Management Systems (RMS) RFP and Auditing Services RFP* – Staff issued the RFP on September 12.
- *Sand, Asphalt Pavement Crack Sealing, Ladder and Hose Testing* – Staff has issued bids, which will close on September 20 and 22.
- *Gasoline Bid* - CRPC will be collecting quantities for gasoline at the end of September – this is a NO PIGGYBACKING bid so be sure to submit quantities to Kim Bona no later than October 16!
- *IT Services Fiber* – Staff has extended our agreement and updated pricing with Sertex for CRCOG’s IT Services Fiber contract.
- *Waste Management Project* – Staff is reviewing the draft Phase 1 report from our consulting firm, RRS partnering with Tetra Tech. We will be sharing the report with our project steering committee at its next meeting.

Planning: Community Development

- *New Staff* - CRCOG welcomed two new staff members to the Community Development Unit: Kyle Shiel as a Principal Planner and Jacob Knowlton as a Planner. CRCOG also welcomed Anthony Diaz as an intern through UConn’s Internship and Professional Practice (IPP) Program. Anthony will be working with CRCOG’s Planning Department throughout the 2022-2023 school year.

- *Bike/Ped* - CRCOG staff and over 30 volunteers conducted the 9th Annual Bike/Ped Counts. Our thanks to all involved in this helpful exercise!
- *Sustainable CT*- Staff participated in the Sustainable CT's Fall certification review cycle.
- *Regional Planning Commission (RPC)* - The RPC met on September 22 and we welcomed a number of new members.

Planning: Transportation

- *LOTICIP Selection Policy* – The Transportation Committee approved the Selection Policy for the 2023 LOTICIP Project Solicitation. Staff expects to release the solicitation in November 2022.
- *Unified Planning Work Program (UPWP)* - Staff updated the FY22-23 UPWP to reflect increased IIJA funding. The Transportation Committee endorsed the update and authorized its submittal to the Policy Board.
- *Planning Studies* - Staff continues to advance the following studies: Capitol Region Roundabout Screening; Routes 190 and 220 Traffic Impact Study, Enfield; Farmington Area Connectivity Study; and the TOD Roles, Visioning, Viability, and Tools Analysis. The following studies are in the initiation phase: East Coast Greenway Gap Closure Study; Route 20 Corridor Study, Windsor Locks; and the Route 44 Corridor Study, Canton.
- *Transportation Committee Updates* - Staff updated the Transportation Committee on the Traffic Incident Management (TIM) Responder Training Course; Bikeshare Feasibility Study Update: DRAFT Final Report; Transportation Rural Improvement Program (TRIP); and the Municipal Americans with Disabilities Act (ADA) Compliance Assessment.

Public Safety

- *State Homeland Security Grant Program (SHSGP)* - Work on the FY 19 SHSGP is well underway. All open grants include funds for training and exercise, contractual support and sustainment and maintenance of regional equipment. There are set asides for the Hartford Bomb Squad, Capitol Region HAZMAT team, and the Metropolitan Medical Response System.
- *CERT Basic Training Class* - CRCOG is proud to host our first Regional CERT Basic Training Class. All teams in our region were given the opportunity to register members. The class began September 15 and will run for eight weeks.
- *Cyber Security Tabletop Exercise* - CRCOG's Region 3 Cyber Security Task Force held a Cyber Security tabletop exercise to gauge the preparedness of our communities.

- *COVID After Action Review* - CRCOG staff continues to work with Tetra Tech on an After-Action Review of the region's response during the Covid pandemic. The final report will be presented in October.
- *Staff Training* - CRCOG staff will participate in an Active Threat Training session presented by the UConn Police Department.