

MEMORANDUM

To: Policy Board

From: Matt Hart, Executive Director

CC: CRCOG Staff

Meeting Date: December 21, 2022

Subject: Staff Reports

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

- *Welcome to Laura Rosenbluth* – I am very pleased to welcome Laura Rosenbluth as our new Executive Assistant. Laura is an experienced administrative professional, having worked most recently in the Berlin Public Schools, and has been able to hit the ground running as a strong addition to our team. Welcome, Laura!
- *Public sector workforce development initiatives* – Peter Souza, Elizabeth Sanderson, and I have been participating as members of a working group led by the CT Department of Administrative Services (DAS) to develop apprenticeships and training programs for building code officials. The working group is considering a proposal to create an apprenticeship program at the regional or COG level and will present its report to the General Assembly in January. Also, as a follow up to our Nov. 4 summit on the state of the public sector workforce in Connecticut, Elizabeth Sanderson, Peter Souza, and I have helped to convene an informal Public Sector Workforce Development Task Force in collaboration with Capital Workforce Partners and UConn's School of Public Policy. The task force is comprised of stakeholders in CT's public sector, including labor, and will look to develop workforce pipelines for public sector fields and occupations in critical need of qualified applicants. We will keep the Policy Board informed of the status of both initiatives.
- *Stormwater management* – Our Municipal Services Committee has initiated a discussion on regional approaches to stormwater management. Stormwater management, whether it relates to street flooding, environmental impacts, or MS4 compliance, is a significant issue for many of our communities. We also know that watersheds span across municipal boundaries. CRCOG has submitted two applications to CT DEEP's Climate Resilience Fund seeking funds to assess existing infrastructure, conduct related planning activities, and to develop recommendations on how to best approach stormwater management on a regional basis. We hope to hear back from DEEP early next year and I would like to thank Maureen Goulet from our team for her good work in preparing these applications on relatively short notice.
- *Director of Regional Planning & Development* – As you may have seen, we are recruiting a Director Regional Planning & Development to lead our department responsible for supporting our land use, environmental planning, and

development community. We will conduct our first review of applications after the New Year; please send any talented candidates our way!

- *Happy Holidays!* - I would like to wish the Policy Board and the larger CRCOG community a safe and enjoyable holiday season! Thank you for all that you do in your municipality and for CRCOG, all year round. All the best in 2023!

BIL/IIJA Update

- CRCOG staff have provided the following Letters of Support for grant applications:
 - Connecticut Department of Transportation's Application to Federal Transit Administration for the FY2022 Advanced Driver Assistance Systems ([ADAS](#)) Discretionary Grant Program for Transit Buses Demonstration and Automated Transit Bus Maintenance and Yard Operations Demonstration.
 - City of Hartford's Application to U.S. DOT for the FY2022 Strengthening Mobility and Revolutionizing Transportation ([SMART](#)) Discretionary Grant Program.
- CRCOG is seeking information from member towns about what federal discretionary grant programs you or other agencies/entities in your town have applied for. Please provide this information so that CRCOG and the State may gain a greater understanding of which federal programs are of most interest to you and the region.
- CRCOG staff have reviewed several Notices of Funding Opportunities, and updated the BIL/IIJA Featured webpage, including adding information about the following programs:
 - Rebuilding American Infrastructure with Sustainability and Equity (RAISE) FY2023 Discretionary Grant Program
 - [Memorandum](#) to Transportation Committee
 - National Culvert Removal, Replacement, and Restoration (a.k.a. Culvert AOP) FY2022 Discretionary Grant Program
 - [Memorandum](#) to Transportation Committee
 - Environmental Protection Agency's (EPA's) Recycling Education and Outreach (REO) Discretionary Grant Program
 - EPA's Solid Waste Infrastructure for Recycling (SWIFR) Discretionary Grant Program
- CRCOG staff are collaborating with representatives from multiple state agencies and departments, including BILT, DOT, DEEP, and DEMHS to review funding opportunities and/or coordinate efforts.
- Future BIL/IIJA Programs to keep in mind as budget season approaches:
 - Safe Streets and Roads for All – Round 2/FY2023
 - Bridge Investment Program – Round 2/FY2023
 - Workforce Development Programs

Municipal Services

- Gasoline and Traffic Guideline bids closed on December 13th.
- CRPC is now collecting quantities for the Grass Seed and Fertilizer bid which will be issued on January 6th.
- CRPC is collecting quantities for Fuel. This bid will be issued on February 2nd and is a **NO PIGGYBACK BID SO QUANTITIES MUST BE SUBMITTED!**
- The selection committee selected EPR Systems for Fire/EMS Records Management Software and the resolution is to enter into contract will come before the Policy Board in December.

- Reported to DECD on EDA CARES projects in Long Term Disaster Recovery, CEDS, Digital Transition Technical Assistance and Entrepreneurial Webinars and Networking.
 - CEDS: Working on draft updated by Camoin; held CEDS Committee meeting
 - Long Term Recovery: Goman + York working on draft plan – will meet this month before convening the Steering Committee in January.
 - Digital Transition Technical Assistance: HostingCT is working on case studies for businesses who utilized these funds.
 - Webinars: Next networking event will be held December 8 from 5-8pm at The Russell at 187 Allyn St., Hartford.
- **Brownfields Assessments:** East Hartford – United Steel; Enfield received eligibility approval from EPA; application from New Britain expected soon. **Brownfields RFL:** Capital for Change will sign an NDA for the developer in Norwich – once we have a Loan Approval Document from C4C, the RLF Committee will convene to approve and discuss terms & conditions.
- Phase II of the Waste Management and Diversion Project is underway. RRS and TetraTech will present short-term (1 to 5 year) waste disposal and waste diversion options and strategies for the Region. To allow sufficient time for data collection and analysis, CRCOG anticipates receiving the Report from our consultants in mid-January and presenting findings to the CRCOG Waste Management and Diversion Steering Committee at its February 14th meeting.
- CRCOG conducted a Survey on our Regional Job Portal Pilot. The goal of the Job Portal is to improve the job application experience for applicants and municipalities on a regional level, reduce recruitment-related expenses, and streamline hiring processes. Responses were received by 12 municipalities and CRCOG is determining next steps.
- On December 1, 2022, CRCOG received an update from OPM that CRCOG’s Regional Performance Incentive Program (RPIP) applications were “very strong.” CRCOG anticipates hearing from OPM on a final decision on the RPIP applications within the next few months.

Planning: Community Development

- Conducted outreach visits to West Hartford, Bolton, Willington, East Granby, and Berlin.
- Staff completed data entry for 2022 Bike/Ped counts and has begun to analyze the data. Shared preliminary data with the Bike Pedestrian Subcommittee.
- Staff met with the Active Living Active Transportation Committee and is moving forward with Groton and New Britain to scope Year 5 projects.
- Staff have begun working internally to update the region’s 2024 Plan of Conservation & Development (POCD).
 - Will review implementation progress and status of previous plan
 - Identifying composition of POCD steering committee
- Submitted grant applications to the CT DEEP Climate Resilience Fund for Stormwater Authority (feasibility study) on December 1.
- Staff participated in the first meeting of the Complete Streets Leadership Academy program led by Smart Growth America (SGA).
- Staff have begun coordinating with Sustainable CT for partnering on the Affordable Housing Implementation Pathways Pilot project funded by the Harford Foundation for Public Giving (HFPG).

Planning: Transportation

- CRCOG's update of its Metropolitan Transportation Plan is underway. More information is available at www.crcog.org/mtp, and a presentation to Policy Board is anticipated for February.
- The deadline for CTDOT's Municipal Americans with Disabilities Act (ADA) Compliance Assessment has been extended through the end of December. For more information, please contact Jacob Knowlton at jknowlton@crcog.org.
- A Transportation Committee meeting was held on December 19. Staff updated the Committee on the following: 60 Seconds for Safety, BIL/IIJA Update, TRIP Project Solicitation, 2023 Annual CTDOT Safety Performance Targets, Commuter Parking Lots Utilization, LOTCIP 2023 Project Solicitation, CRISI Letters of Support, and CTDOT Municipal ADA Survey Extension. There was also a discussion of STBG Programming, and a presentation was made by Rob Aloise regarding the Metropolitan Transportation Plan update. Action was taken on two (2) TIP Amendments and the 2023 Transportation Committee Meeting Schedule.
- The solicitation for the Transportation Rural Improvement Program (TRIP) was distributed to eligible towns on November 4, 2022. Applications are due February 10, 2023.
- The solicitation for Local Transportation Capital Improvement Program (LOTCIP) was distributed on December 7, 2022. Applications are due February 22, 2023.
- Staff continues to advance the following studies: Capitol Region Roundabout Screening; Routes 190 and 220 Traffic Impact Study, Enfield; Farmington Area Connectivity Study; TOD Roles, Visioning, Viability, and Tools Analysis; Route 20 Corridor Study, Windsor Locks; East Coast Greenway Gap Closure Study.
- The Route 44 Corridor Study, Canton is in the initiation phase, and an RFQ for consultant assistance was released on December 2, 2022. Responses are due January 3, 2023.

Public Safety

- Work on the FY 19 State Homeland Security Grant Program (SHSGP) is winding down and will be completed in February when CRCOG will begin the FY 20 grant. 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 Metropolitan Medical Response System.
- CRCOG partnered with the West Hartford-Bloomfield Health District set up both Covid Booster and Flu Shot clinics onsite for staff members and their families.
- CRCOG will be partnering with the Town of South Windsor on the recent grant from Yale New Haven Health System to train all Medical Reserve Corps members in advanced first aid, CPR and AED use.
- The Capitol Region PK-12 Emergency Planning Committee held a quarterly meeting with a presentation from Ann Baldwin entitled, "The Media Has its Agenda – What is Yours?"
- CRCOG completed our first Regional Community Emergency Response Team (CERT) Basic Training Class. All teams in our region were given the opportunity to register members. The committee recently met and agreed to continue the practice. The next regional session will be held in March at CRCOG.
- 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 at the quarterly Capitol Region Emergency Planning Council meeting in January.

Administration and Finance

- CRCOG's Finance Office will be sending out information regarding FY 2023-2024 dues in December. Please note, in FY 2023-2024 the per capita will change to the 2020 census for the first year, and most towns will experience minor adjustments. Please contact Pauline Yoder if you have any questions.