

**Capitol Region Council of Governments**  
241 Main St., Hartford, CT 06106  
Phone: (860) 522-2217 FAX: (860) 724-1274

**Policy Board Meeting**  
**Wednesday May 25, 2022**  
**12:00 pm**

**DRAFT UNTIL APPROVED**

**This meeting was hybrid and was recorded. Audio may be found here:**  
<https://crcog.org/event/policy-board-39>

**Members and Alternates**

Eric Anderson  
Brandon Robertson  
Chris Edge  
Jon Colman  
Mark Walter  
John Elsesser  
Lisa Thomas  
Jason Bowsza  
Lori L. Spielman  
C.J. Thomas  
Larry Niland  
Randal Davis  
Raul De Jesus Jr.  
Toni Moran  
Brock Weber  
David Nagel  
John Mehr  
Maria Capriola  
Wendy Mackstutis  
Mark Sciota  
Steve Jones  
Michael Purcaro  
Shari Cantor  
Rick Ledwith  
Fred Presley  
Erika Wiecewski  
Peter Souza  
Vicki Shotland

**Town/Organization**

Andover  
Avon  
Berlin  
Bloomfield  
Columbia  
Coventry  
Coventry  
East Windsor  
Ellington  
Farmington  
Glastonbury  
Hartford  
Hartford  
Mansfield  
New Britain  
Newington  
Rocky Hill  
Simsbury  
Simsbury  
Southington  
Tolland  
Vernon  
West Hartford  
West Hartford  
Wethersfield  
Willington  
Windsor  
GHTD (MPO Member)

**Staff**

Rob Aloise  
Cheryl Assis  
Maureen Goulet  
Matt Hart  
Roger Krahn  
Tracey Malenfant  
Tim Malone  
Aaliyah Miller  
Laura Quintiliani  
Cara Radzins

CRCOG  
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CRCOG  
CRCOG  
CRCOG

Lyle Wray  
Pauline Yoder

CRCOG  
CRCOG

**Guests**

Courtney Hendricson  
Steve Nocera  
Tyler Thorpe  
Grayson Wright  
Jonathan Ferrigno  
Paul McNamara  
Matthew Pafford  
Kathie Lutz  
Stanley Hawthorne

AdvanceCT  
CTBILT  
CTBILT  
CTDOT  
Eversource  
GHTD  
OPM  
Rome Smith Lutz  
Town of Bloomfield

**1. Call to Order and Roll Call:**

Second Vice Chair First Selectman Lori Spielman called the meeting to order at 12:02 pm.

**2. Public Comment:**

No public comment was offered.

**3. Approval of Minutes from April 27, 2022**

Second Vice Chair Lori Spielman requested a motion to adopt the minutes of the April 27, 2022 meeting.

**Jon Colman made a motion to approve the Minutes of the April 27, 2022 Policy Board Meeting. Jason Bowsza seconded the motion and it carried unanimously.**

**4. PRESENTATION/UPDATES**

**a. Infrastructure Investment and Jobs Act – Steven Nocera, Deputy Program Advisor for Infrastructure, CT Bipartisan**

During his presentation to the Policy Board, Mr. Nocera reviewed the objectives of IIJA implementation in the State of Connecticut. He provided a background on the Act and discussed how it will impact CRCOG and other Councils of Governments, the Department of Transportation, the Department of Energy and Environmental Protection, and the Office of Workforce Strategy and Department of Public Health.

For questions, please contact Stephen Nocera, Deputy Program Advisor for Infrastructure, at [Stephen.Nocera@ct.gov](mailto:Stephen.Nocera@ct.gov) or Tayler Thorpe, Program Associate for Infrastructure, and [Tayler.Thorpe@ct.gov](mailto:Tayler.Thorpe@ct.gov).

**[Mr. Nocera's presentation can be viewed in its entirety here.](#)**

**5. MONTHLY REPORTS:**

**a. Chair and [Executive Director](#)**

Mr. Hart provided an overview of his report. He did not receive any questions.

**b. [Municipal Services and Purchasing Council](#)**

**c. [Public Safety and Homeland Security](#)**

**d. [Transportation Committee](#)**

## **6. Legislative Update**

Kathie Lutz provided a brief Legislative Update which can be found at minute 47:00 in the recording. Ms. Lutz reported that the General Assembly has adjourned, but bills are still making their way to the Secretary of State and then being passed on to the Governor. While the Governor has not (and is not expected to) announced any vetoes, a veto session must be held regardless after the remaining bills reach the Governor's desk.

## **ACTION ITEMS:**

### **7. Resolution to Accept the FY 2022-2023 Regional Services Grant**

Ms. Yoder provided a brief summary of this item and explained that the Regional Services Grant is our annual state grant, noting that every year OPM asks us to pass a resolution in order to accept the funding. This resolution is to accept grant funding for Fiscal Year 2022-2023.

**Peter Souza made a motion to Accept the FY 2022-2023 Regional Services Grant. Jon Colman seconded the motion and it carried unanimously.**

### **8. Resolution to Accept RPIP Proposal**

Mr. Hart provided a summary of this item, which was brought forth by the Municipal Services Committee. He explained that the Office of Policy and Management (OPM) is accepting applications for the Regional Performance Incentive Program (RPIP). RPIP allows for COGs to apply for funding to develop programs that help towns share services. CRCOG Municipal Services conducted a survey of our towns to ascertain needs and opportunities for RPIP applications. Municipal Services reviewed the list and approved CRCOG staff to bring it to the Policy Board. Unlike previous years, participating municipalities are no longer required to pass a resolution to be part of an RPIP application.

**Peter Souza made a motion to Accept the RPIP Proposal. Jon Colman seconded the motion and it carried unanimously.**

### **9. Resolution Authorizing Transportation Committee to Act as Policy Board**

As the Policy Board does not meet during the months of June, July, and August, this resolution will allow the Transportation Committee to act as the Policy Board. It is an annual resolution that is passed every year.

**Jon Colman made a motion to authorize the Transportation Committee to Act as Policy Board. Eric Anderson seconded the motion and it carried unanimously.**

### **10. 2022 LOTCIP Solicitation – Recommended Project Selections**

Mr. Colman reported that these project selection recommendations have been developed, vetted, and approved by the Transportation Committee and follow the staff recommendations.

**Jon Colman made a motion to approve the 2022 LOTCIP Solicitation – Recommended Project Selections. Lisa Thomas seconded the motion and it carried unanimously.**

Brief discussion followed.

### **11. Resolution to enter into Small Business Webinars and Entrepreneurial Meetups Consulting Agreement**

Tim Malone noted that CRCOG received a subgrant from the US Economic Development Agency on behalf of CRCOG and five other Councils of Governments. That grant provided a total of \$375,000 to CRCOG to fund four projects. One of these projects is to host a series of educational webinars for small businesses as well as hosting entrepreneurial meetups.

CRCOG staff conducted a request for proposals process to select a consultant for the project. From that process, staff selected the Collaboration of Minority Women Professionals as the most advantageous respondent. Mr. Malone further explained that this project will provide small businesses throughout the CRCOG region with important information on a variety of topics, such as online marketing and digital sales. It will also provide small businesses and entrepreneurs throughout the region with networking opportunities.

**Jon Colman made a motion to enter into Small Business Webinars and Entrepreneurial Meetups Consulting Agreement. Peter Souza seconded the motion and it carried unanimously.**

### **12. Resolution to Renew Legislative Liaison Contract with Rome Smith, and Lutz**

Ms. Yoder explained that Rome, Smith and Lutz (RSL) have served as CRCOG's lobbyist for many years. RSL have been effective in helping CRCOG with its lobbying efforts at the legislature and informing CRCOG regarding opportunities and issues at the state level. Ms. Yoder noted that currently, CRCOG pays \$23,100 per year for the state lobbying services. This contract renewal would reflect a 4% increase to \$24,000 a year and the agreement would be for two years.

**Jon Colman made a motion to Renew the Legislative Liaison Contract with Rome Smith, and Lutz. Jason Bowsza seconded the motion and it carried unanimously.**

### **13. Approval of the CRCOG FY 2022-2023 Budget**

Mr. Hart presented the FY 2022-2023 budget to the Policy Board. He reported that the CRCOG budget year is from July 1 to June 30th. Executive Committee and Policy Board must approve CRCOG's final budget. FY 2022-2023, expenditures reflect an increase of 2% over the current year. CRCOG's revenue is stable and there are numerous opportunities for adding additional services. The budget includes an additional position for an IJA Coordinator and an additional planner. At its meeting on May 11, the Executive Committee endorsed the proposed budget for Policy Board approval.

Mr. Hart noted FY 2022-2023 will be a busy year for CRCOG as we work on completing five major studies and supporting our various programs, including the Purchasing Council (which saved members \$1.92 MM in FY 2022), LOTCIP, Natural Hazard Mitigation Planning, and the Homeland Security and Public Health Preparedness programs.

Finally, CRCOG's budget is balanced. Expenditures exceed revenues, due to CAPTAIN program using previously recognized revenue as the program sunsets. CRCOG will continue to fund CRCOG's regional fund for future regional projects and opportunities. [The full budget presentation can be viewed here.](#)

**Jon Colman made a motion to approve the CRCOG FY 2022-2023 Budget. Jason Bowsza seconded the motion and it carried unanimously.**

#### **14. Resolution to Enter into Contract with GovHR for a Classification and Compensation Study**

Mr. Hart noted that CRCOG last conducted a comprehensive class and compensation study over 10 years ago. Since that time, the salary schedule has been updated based on cost-of-living adjustments (COLA) but otherwise has seen very little change. Given the current labor market, changes in CRCOG's programs and services, and the length of time since the original class and compensation study was completed, management believes it is time to conduct a comprehensive update. GovHR USA was the most competitive of 3 proposals received and has extensive public experience, most notably with other COGs. Management recommends the selection of GovHR USA.

**Jon Colman made a motion to Enter into Contract with GovHR for a Classification and Compensation Study. Mark Walter seconded the motion and it carried unanimously.**

### **METROPOLITAN PLANNING ORGANIZATION**

#### **15. Action: TIP Amendments ([See Attached](#))**

**Mr. Colman presented this item to the Policy Board and made a motion to approve the TIP Amendments. Jason Bowsza seconded the motion and it carried unanimously.**

#### **16. Annual Urban Planning Certification Resolution**

Mr. Colman explained to the Policy Board that as the designated Metropolitan Planning Organization (MPO) for the Capitol Region, CRCOG must annually self-certify that its transportation planning process has been conducted in accordance with the terms and provisions of applicable federal regulations.

He further noted that CRCOG's transportation planning program includes multi-modal planning, operations and management efforts, coordination of funding opportunities, and integration of performance measures.

**Jon Colman made a motion to approve the Annual Urban Planning Certification. Peter Souza seconded the motion and it carried unanimously.**

#### **17. Correspondence/Handouts**

A full discussion of the below handouts can be found at 01:16:00 of the recording.

- a. [MyHomeCT – Financial Assistance Information](#)
- b. [Capital Edge Washington Report, May 13, 2022](#)

### **INFORMATION/OPPORTUNITY/RESOURCES**

#### **18. Other Business**

There was none.

#### **19. Adjournment**

With no further discussion items, Second Vice Chair First Selectman Lori Spielman requested a motion to adjourn.

**Jon Colman made a motion to adjourn. Jason Bowsza seconded the motion and it carried unanimously. The Policy Board Meeting adjourned at 1:21 PM.**