

Capitol Region Council of Governments
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Municipal Services Committee Special Meeting
Tuesday, June 21, 2022
12 Noon

* Meeting access is remote only, consistent with provisions specified in Executive Order No. 7B. This meeting was recorded. Audio is available at: www.crcog.org

DRAFT UNTIL APPROVED

Members and Alternates

Peter Souza, Chair
Grace Tiezzi
Bob Skinner
Mark Walter
Ellen Zappo-Sassu
Melissa Appleby
David Nourse
Fred Presley

Town/Organization

Windsor
Avon
Canton
Columbia
Enfield
Simsbury
Southington
Wethersfield

CRCOG Staff

Cheryl Assis
Kimberly Bona
Matt Hart
Aaliyah Miller
Robyn Nichols
Pauline Yoder

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Guests

None.

Chairperson Mr. Peter Souza called the meeting to order at 12:01 pm.

1. Adoption of Minutes: May 17, 2022

Mr. Souza requested a motion to adopt the minutes. Mr. Fred Presley made a motion to adopt the May 17, 2022, Municipal Service Committee minutes as presented. Mr. Mark Walter seconded the motion and the motion carried unanimously.

2. Public Comment

No public comment.

3. Staff Reports

Mr. Matt Hart stated the Department of Environmental and Energy Protection (DEEP) with by co-hosting a meeting with CRCOG on Tuesday, June 28th from 9-10am regarding CRCOG's initiative pertaining to waste management. Discussion followed.

Mr. Souza asked if the Budget Software RFP was sent to specific vendors. Ms. Bona stated it was an open solicitation, and was sent to vendors listed on CTSOURCE, and in Bonfire.

Additional staff updates include:

- CRCOG hosted a Cybersecurity virtual training for CEOs on June 1st with a follow-up webinar on Policies and Procedures set for September 8th. [Registration link](#) can also be found <https://crocog.org/2022/05/cyber-security-virtual-trainings/>.
- RFP for Budget Software was issued on May 31st and will close on June 30th.
- The Treated Road Salt Bid was issued on June 2nd and will close on June 22nd. If you did not submit quantities and wish to be included in this bid, please reach out to Kim as soon as possible **as this bid does NOT ALLOW PIGGYBACKING.**
- The Snow Plow Bid will be issued on June 28th.
- CRCOG is targeting to submit RPIP applications by July 15th for the first round of evaluations. If members are interested in participating in a particular RPIP project (Economic Vitality, Animal Control Officers, Inspections, Shared Assessors), please contact Pauline Yoder.
- All other programs are on-going with no major updates.

4. Discussion on Fire/EMS Studies

Mr. Hart stated that some members have expressed interest in performing Fire/EMS studies, and that there are several towns that have conducted these studies already. He explained that CRCOG is seeking feedback to see whether it would be helpful to invite member towns that have completed these studies to discuss the outcomes, and whether they found them to be helpful and informative. Or, have CRCOG take the lead on a competitive selection process to identify consultants to perform said studies within our region. Another option would be to invite consultants to a future meeting to discuss service options. Discussion followed.

5. [Regional Fair Rent Commission](#)

Mr. Hart reviewed House Bill No. 5205, that was passed during the last legislative session. He explained this bill mandates all municipalities with a population of twenty-five thousand or more, to adopt an ordinance which creates a fair rent commission. Mr. Hart stated a member town has inquired as to whether a potential regional commission may be an option to consider since so it can be a challenge to create these commissions at a local level. Mr. Hart stated if there is an interest from members to pursue this at a

regional level CRCOG would be happy to discuss this with its legal counsel. Committee members would like CRCOG to move forward with consulting with legal counsel on this matter.

6.IIJA Project Selection Process

Mr. Hart explained that Connecticut is slated to receive a little more than 6 billion dollars in IIJA funding over a five-year period. The COG's will play a major role in vetting applications coming from their member towns, in addition to preparing regional applications.

He explained that CRCOG has a recruitment underway to hire 1-2 staff members who would be assigned these responsibilities to serve as a resource to our members towns, as well as prepare regional applications. Mr. Hart discussed several potential initiatives that aren't transportation related (clean water, storm/wastewater, environmental programs, high speed internet, etc.) in which this committee could play a significant role in generating and brainstorming ideas, as well as reviewing applications before forwarded to state for final approval before submission to the federal government. Discussion followed.

CRCOG will prepare a memo proposing the intended role of the IIJA committee, outlining some non-transportation initiatives, to bring to back to the committee for discussion.

7. RPIP Application Process

Ms. Yoder stated that CRCOG staff is preparing the RPIP grant applications as approved by the Policy Board. She stated that the towns who participated in the initial survey will be included in the applications, and that a very short, "last call" survey, will be sent tomorrow for any towns still interested.

8.Municipal Information Sharing

None.

9.Adjournment

With no further business, Chairman Souza entertained a motion to adjourn at 1:01 pm and the motion carried unanimously.

The next meeting of the Municipal Services Committee is scheduled for Tuesday, September 20, 2022.

