

## MEMORANDUM

**DATE:** May 25, 2022  
**TO:** CRCOG Policy Board and Alternates  
**FROM:** Matt Hart, Executive Director  
**SUBJECT: CRCOG April 2022 Monthly Report**

Here are the highlights from the April 2022 CRCOG monthly report, as well as additional points from me. If you have questions or suggestions, please do not hesitate to contact me ([mhart@crcog.org](mailto:mhart@crcog.org)). The full monthly report will follow below on [Page 4](#).

### **Executive Director Report**

Thank you all for attending today's meeting! I would like to bring the following items to your attention:

- *Annual Meeting.* As a reminder, we will hold our Annual Meeting on June 15, 2022 "in person" at the Farmington Gardens. Dr. Mohamad Alkadry, the Director of UConn's School of Public Policy, will be our guest speaker. Dr. Alkadry will discuss the big issues that we are facing in local government, including workforce development, recruitment, and retention in light of the record number of retirements facing state and local government (aka the "silver tsunami"). The meeting will run from 12-2PM; please see register by May 31 so that we have an accurate headcount. We hope to see you there!
- *CTDOT LEAN Exercise.* For the week of June 6, our Director of Planning Rob Aloise and I will be participating in a LEAN government exercise hosted by CTDOT. In particular, we will be assessing the major grant programs administered by CTDOT such as LOTCIP to identify process improvements and other program enhancements. The DOT also plans to discuss its corridor studies and related planning process; funding and budgetary issues; the possible delegation of other programs; and the roles and responsibilities of the COG coordination unit. Mr. Aloise and I will report back to the Transportation Committee.
- *Community Investment Fund.* On Monday, Governor Ned Lamont announced that his administration is preparing for the launch of the Community Investment Fund (CIF), a five-year grant program of up to \$875 million to foster economic development in historically underserved communities across Connecticut. Designated municipalities, community development corporations, and nonprofit organizations that serve these communities are eligible to apply. There

are 13 eligible municipalities in the CRCOG region. The application deadline for the first round of funding is July 25; DECD will host training sessions on June 1, June 8, and June 16. Please see the attached link for more information: [Community Investment Fund 2030](#).

### **Community Development Highlights**

- *Scooter demo.* Staff held an electric scooter share demonstration and a meeting updating stakeholders on the Regional Bike Share Feasibility Study on May 6.
- *CEDS update.* Staff executed a contract with Camoin Associates to assist with the 2022 Comprehensive Economic Development Strategy (CEDS) update funded through a CT Department of Economic & Community Development (DECD) subgrant from the CARES Act. Previously, and also under the CARES Act grant, staff executed a contract with Goman + York to provide regional disaster recovery coordinator services and a contract with HostingCT to provide digital transition services for small businesses in the region.
- *Planning intern.* CRCOG welcomed Katherine Connors as an intern for the summer. Katherine is a Master of Public Policy candidate at UConn. Katherine will be helping staff with a variety of projects this summer.

### **Municipal Services Highlights**

- *Cybersecurity training.* CRCOG is hosting a Cybersecurity virtual training for our municipal CEOs on June 1st and September 8th. [Registration link](#) can also be found at <https://crocog.org/2022/05/cyber-security-virtualtrainings/>.
- *Treated road salt.* The Treated Road Salt Bid will be issued on June 2. Please send quantities to Kim Bona as soon as possible as this bid does NOT ALLOW PIGGYBACKING.
- *RPIP applications.* At its meeting on May 17, CRCOG's Municipal Services Committee discussed the results of our shared services survey and potential RPIP applications. CRCOG is targeting to submit RPIP applications by July 15 for the first round of evaluations.

### **Public Safety & Homeland Security Highlights**

- *SHSGP update.* Work on the FY 19 State Homeland Security Grant Program (SHSGP) is well underway. 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 the Metropolitan Medical Response System.

- *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. Focus group sessions are well underway.
- *Communications rally.* ESF 2 recently sponsored a communications rally. All the region's communications vehicles and assets were on hand and attendees participated in an Interoperability training session. Over 100 command staff attended.
- *Statewide Emergency Response Commission meeting.* CRCOG staff made a presentation at the Statewide Emergency Response Commission meeting.
- *DEMHS updates.* CRCOG attended both meetings the CT Department of Emergency Management & Homeland Security (DEMHS) held with all Region 3 EMD's and presented on the good work of our Emergency Support Functions.
- *TSA Detect & Resolve exercise.* Staff is assisting the Transportation Safety Agency (TSA) with its Detect and Resolve (DARE) exercise program.
- *Misc.* Staff attended the Law Enforcement Memorial Ceremony, CPCA Expo and DEMHS Emergency Management Symposium.

### **Transportation Highlights**

- *Important updates.* Staff updated the Transportation Committee on the Safe Streets and Roads for All (SS4A) Grant Program, Commuter Parking Lots Utilization, Transportation Committee Virtual/Hybrid Meeting Approach, LOTCIP Financial Review and Next Solicitation, Rural Funding, the CTDOT/COG LEAN Process, and the ezIQC Program.
- *Air Quality Conformity Determination.* An updated Connecticut Ozone/PM2.5 Air Quality Conformity Determination is available for public review through June 20th, with a public meeting scheduled for June 6th. The document is available at [www.crcog.org/tip](http://www.crcog.org/tip). Transportation Committee (acting as Policy Board) action is anticipated for June.
- *Transit Priority Corridors Implementation Strategy.* CRCOG's Draft Transit Priority Corridors Implementation Strategy is available for public review and comment until June 13th. Documents are available at [www.metrohartfordrapidroutes.com](http://www.metrohartfordrapidroutes.com). Transportation Committee (acting as Policy Board) action is anticipated for July.

The complete CRCOG Monthly Report for April 2022 can be found beginning on [page 4](#). Please contact me with any questions.

## ***CRCOG April 2022 Monthly Report***

### **Administration and Finance Updates**

- Finalized 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. Aaliyah has hard copies of these documents.
- **Website redesign:** CRCOG will embark on its next significant phase in our website redesign. Over the next couple of months, departments have been asked to update their content for migration to the new website's production environment. BBG&G will also work on website templates as part of the next phase.
- Staff finalized FY 2022-2023 budget which will come before the Executive Committee and Policy Board in May.
- CRCOG's Annual Meeting is Wednesday, June 15 from noon-2 pm. It will be held at Farmington Gardens, Farmington, CT.
- CRCOG staff has begun preliminary preparation and meetings for the FY 2021-2022 audit.
- CRCOG staff received refresher training on Purchase Order processing.
- Open position for Accountant posted.

### **Municipal Services Committee Updates**

The **Municipal Services Committee** met on April 19<sup>th</sup>. CRCOG intern, Norell Ferguson, presented to the Committee on Benchmark Assessment. Diversity, Equity, and Inclusion Consultant, Daniel Penn Associates, presented to the Committee. **The next MSC meeting is scheduled for May 17<sup>th</sup>**. Shared Services Survey results, potential RPIP applications and the MSC Annual Work Plan will be discussed.

### **CRPC Bid Activities**

#### ***March Activities:***

The CRPC collected quantities for Treated Road Salt for the FY 2022-23 season.

DEI Training – contract between CRCOG and Daniel Penn Associates has been fully executed. Municipalities interested in participating in DEI training services should contact Kim Bona at [kbona@crcog.org](mailto:kbona@crcog.org) for a side letter agreement

### ***Upcoming Activities:***

The Treated Road Salt Bid will be issued on June 2<sup>nd</sup>. **Please send quantities to Kim as soon as possible as this bid does NOT ALLOW PIGGYBACKING.**

### ***Energy Consortium***

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

### **Cybersecurity**

The DEMHS Region 3 Cyber Security Task Force met on Thursday April 14<sup>th</sup> at 10am. The next meeting will be held on June 9<sup>th</sup>, 2022 at 10am.

CRCOG Staff are exploring options for hosting a Cyber Security tabletop exercise for the DEMHS Region 3.

CRCOG IT/GIS Coordinator attended the CT Cyber Security Meeting on Monday April 25<sup>th</sup>, 2022.

For additional information, please contact Erik Snowden at [esnowden@crcog.org](mailto:esnowden@crcog.org).

CRCOG is hosting a Cybersecurity virtual training for CEOs: June 1<sup>st</sup> and September 8<sup>th</sup>. [Registration link](#) can also be found <https://crcog.org/2022/05/cyber-security-virtual-trainings/>. Deadline to register is Tuesday, May 25<sup>th</sup>.

### **CRCOG JOB Portal – Pilot Phase – Seeking Input and New Users**

- CRCOG's Job Portal went live in February 2022. The Pilot Phase is expected to run through June 30<sup>th</sup> of 2022. With a username and password, the website can be accessed as follows: <https://crcog.webauthor.com/modules/portal/default.cfm>
- Self-Help training materials, including "How To" Post a Job and "How To" Apply for a Job are available on the website
- Members should directly link respective Job Postings to their town website – Please contact Robyn Nichols at [rnichols@crcog.org](mailto:rnichols@crcog.org) for additional information or instructions.
- With feedback received from active users, CRCOG continues to update the Job Portal site for ease-of-use and functionality. Please contact [rnichols@crcog.org](mailto:rnichols@crcog.org) with your suggestions and valuable input.
- Any member municipalities and/or users are welcome to join. Please contact Robyn Nichols at [rnichols@crcog.org](mailto: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](http://nutmeghr.org)

The FY'2021-2022 CT Municipal Salary Survey: please visit [ctmunicipaldata.org](http://ctmunicipaldata.org) for more information and to access the salary survey. CRCOG met with CCM and NOVUS regarding potential changes/improvements to the salary survey.

### **Electronic Document Management Services (EDMS)**

CRCOG, NOVUS and 3sg are actively exporting and migrating member municipality EDMS land use and human resource data from the current OnBase platform to alternative document storage solutions. Our goal is to have Bolton, South Windsor and Norwalk fully migrated to comparable EDMS technologies/platforms prior to the expiration of the current EDMS license (August of 2022) while ensuring each member is fully whole and functional.

### **Regional Geographic Information System (GIS)**

- Installation of CAMA data processors and annual parcel and CAMA data collection 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 and is leading the Aerial Data Acquisition Work Group.
- CRCOG held a second meeting of the Capitol Region GIS Group on April 19<sup>th</sup>, 2022. The main topic of this meeting was the annual CT OPM parcel and CAMA data collection. CRCOG coordinates this effort for member towns. This group is looking for suggestions and topics for future meetings.

For more information about CRCOG GIS projects and activities please contact Erik Snowden at [esnowden@crcog.org](mailto:esnowden@crcog.org) or 860-724-4217.

### **Solid Waste Management/Textile/Recycling**

- Solid Waste RFP – On April 27<sup>th</sup>, 2022, CRCOG's Policy Board approved a Resolution: (1) Hire Resource Recycling Systems (RRS) as the chosen consultant for CRCOG's Solid Waste RFP; and (2) Increase authorized Budget from \$50,000 to \$75,000 – funds to come from Regional Services Grant or Regional Fund.
- **Textile Recycling Expanding Programs in CT** CRCOG and Bay State Recycling have partnered to promote a textile recycling program that encourages donation rather than loading landfills with tons of

unwanted textiles. Through this partnership between CRCOG and Bay State, 95% of these unwanted textiles can be recycled and reused. Bay State tailors a program to suit the needs of your town and community. Textile collection bins are placed in areas convenient for drop-off throughout your municipality. The contents are collected, and you are paid for every pound collected.

- Towns interested in municipal textile and recycling services, please contact Robyn Nichols at [rnichols@crcog.org](mailto:rnichols@crcog.org) to coordinate with Bay State Textiles, Inc.
- **Food Waste RFI** – CRCOG will be issuing an RFI for organic food waste in May of 2022. Municipalities who wish to provide input and/or serve on the Evaluation Committee, kindly contact Robyn Nichols at [rnichols@crcog.org](mailto:rnichols@crcog.org).

### **Crumbling Foundations**

**RFVQ's for crumbling foundation services will be issued biannually going forward.** Current submissions for the first half of 2022 are being accepted and will close on June 30<sup>th</sup>.

Company information may be found at <https://crcog.org/concrete-vendors/>.

With the **Crumbling Foundations Testing Program**, to date, 3,382 applications have been received. 3,081 applications had been paid. A total of 2,751 unique addresses have been submitted applications through this program.

### **On-Going Programs and Services**

#### ***Job Order Contracting (ezIQC)***

***Hosting and IT Services*** – Interested Municipalities can contact Robyn Nichols via [rnichols@crcog.org](mailto: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](mailto:rnichols@crcog.org) to sign a Side Letter Agreement

#### ***Fiberoptics Installation Services***

***OpenGov Update*** - CRCOG and OpenGov are updating all agreements to incorporate addendums and contract amendments into a Master Services Agreement (MSA); OpenGov continues to explore multi-town regional permitting, additional services, such as procurement, and add new towns to the online permitting system, including Rocky Hill.

#### ***COG Regional Election Monitor***

#### ***Human Services Coordinating Council***

### ***Coordination with other COGs – CRPC, Online Permitting***

If your municipality has any questions about the Capitol Region Purchasing Council, Online Permitting or would like information about a service or program offered by CRCOG, you may visit the CRPC webpage for continuing updates at <https://crcog.org/capitol-region-purchasing-council/> or contact CRCOG at [www.crcog.org](http://www.crcog.org).

## **Public Safety and Homeland Security Updates**

### **CRCOG Homeland Security & Grant Initiatives**

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 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. This grant was just recently extended through February of 2023.

ESF-11 Animal Response distributed a cache of animal crates and cages to interested communities for use in shelter operations.

CRCOG staff continues to work with Tetra Tech on an After-Action Review of the region's response during the Covid pandemic. Focus group sessions are ongoing and near complete.

A quarterly CREPC meeting was held with Tetra Tech conducting a Region 3 Covid AAR focus group on Incident Coordination/Planning/Situational Awareness geared toward Emergency Management Directors.

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, and the Regional Coordination Center opened on March 18th, 2020. Currently 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.



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**

The 2022 Connecticut Emergency Management Symposium was held on April 27<sup>th</sup>. One panel discussion led by John Field; the DEMHS Region 5 Coordinator titled "Responding to Disaster: Volunteer Civil Preparedness Forces" featured the leads of several of our CRCOG regional teams. This includes Donald Janelle representing the Capitol Region Citizen Corps Council, Katherine McCormack the Capitol Region Medical Reserve Corps and William Perkins the Capitol Region Incident Management Team. The presentation was very well received with a lot of great information and best practices during the pandemic shared.

Staff attended the annual Connecticut Police Chief's Association Expo. There was a training session featuring West Hartford Police Chief Vern Riddick.

The Public Safety Director is working on four CRCOG hiring processes for new staff positions.

Staff attended the bi-monthly meeting of the Capitol Region Law Enforcement Training Committee which featured a presentation on a new software system to track training certification.

CRCOG was awarded a NACCHO Respond, Innovate, Sustain, and Equip (RISE) grant application for the Capitol Region Medical Reserve Corps Unit in the amount of \$75,000.

Staff participated in a planning meeting for the annual Law Enforcement Day at Camp Courant.

Staff is assisting the TSA with their Detect and Resolve (DARE) exercise program. Additionally, this month CRCOG facilitated volunteers for a Coast Guard Active Shooter Exercise and a train derailment exercise in Windsor Locks sponsored by the TSA and CT DOT.

A CRCOPA committee was 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.

A bi-monthly Capitol Region Citizen Corps Council meeting was held. This was a hybrid meeting where some attendees were in person and others on Zoom. Our CERT teams are focused on beginning regional training programs including a Train the Trainer.

Public Safety staff participated in a CRI Lead meeting, a meeting convened by DEMHS with the fiduciary leads in all 5 regions, CTCMA meeting, DESPP Advisory Council, Region 3 Cybersecurity meeting, an MRC funding meeting with DPH, 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 third quarter programmatic and financial reports for BP3. 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***

- Attended CRCOG Staff Meeting on April 20.
- Held Quarterly internal Project Management meeting in two sessions (April 1 and 4).
- Reviewed applications for Summer Intern position.
- Made offer to top candidate under UConn's Department of Public Policy internship program for the 2022-23 school year.
- Released posting for full-time Community Development Planner.
- Senior staff prepared tables and narrative for FY23 CRCOG Budget.

### ***Data Inventory, GIS & Forecasting***

- Staff have begun reviewing older performance targets and methods of computation in anticipation of the next batch of four-year state targets to be announced in early summer 2022. Targets can either be adopted by CRCOG or CRCOG may set its own by November 2022.
- Staff obtained NPMRDS data for 2021 and have made initial computations for the level of travel time reliability (LOTTR). NPMRDS data has been reformatted in R and uploaded into the SQL Server for better storage and use. A bridge between R and SQL was created for querying and performing some computations on large NPMRDS data sets in SQL and then transferring results to R, where final computations are made. R scripts previously written for NPMRDS analysis are being revised accordingly to include appropriate SQL syntax for making such queries.

- In conjunction with CT OPM efforts CRCOG staff and consultant are performing annual municipal parcel polygon collection.
- CRCOG staff and consultant are beginning set up of CRCOG Data portal using ArcGIS Enterprise/Portal.
- Continued developing a dashboard with affordable housing and demographic data for CRCOG towns and web maps for LOTCIP Project information.
- Continued work on transit web/story map.
- Staff met with Cambridge Systematics on April 8 and 22. CRCOG staff is currently learning the functionality of the CommunityViz software.
- Staff determined several settings/ assumptions for the scenario planning tool, including the industrial/ non-industrial employment split.

### ***Planning and Policy Development***

#### Staff Support to CRCOG Committees

- **Transportation Committee**
  - The Transportation Committee held a meeting on April 25. Agenda items included the adoption of the March 21 meeting minutes, and staff reports on 60 Seconds for Safety, Municipal Grant Program for Elderly/Disabled Transportation, LOTCIP Quarterly Report, Virtual/Hybrid Meetings and RAISE Grant Application, Commissioner Boughton Presentation at the Policy Board meeting. Actions items included TIP Amendments, LOTCIP Funding Increase / Scope Modification Request on Vernon Various Locations Stand-Alone Sidewalk Project and 2022 LOTCIP Solicitation: Staff Ratings and Draft Selections.
- **Policy Board**
  - The Policy Board held a meeting on April 27. Planning staff attended and reported on the Transportation Committee and planning department activities.

#### Coordination

- Coordinated with State and Federal representatives as needed.
- Attended CTDOT's COG Coordination meeting on April 5.
- Continued participation in MAP Forum, including attendance at organizational call on April 8.
- Participated in coordination call regarding CTDOT's updated Capital Plan on April 21.
- Prepared draft meeting notes of the MPO coordination meeting with PVPC held on March 2 and sent to PVPC for review. Received comments from PVPC and finalized the meeting notes including PVPC comments. Sent final meeting notes to federal, state and MPO partners.
- Prepared draft meeting notes of the coordination meeting Hartford TMA coordination meeting held on March 9 and sent to partner COGs

for review. No comments were received from partner COGs. Finalized the meeting notes and sent it to federal, state and COG partners.

#### Staff Training and Development

- Attended webinar, "Creating Equitable Transportation Systems from the Ground Up" on April 27.
- Attended webinar, "Right of Way: Addressing the Epidemic of Pedestrian Deaths in America" on April 12.

#### ***Transit Planning***

##### Transit Planning and Policy Assistance

- Submitted questionnaire related to the development of CTDOT's Customer Experience Action Plan.
- Performed utilization counts of park and ride lots within the Capitol Region.

##### Coordinated Plan of Human Services Transportation

- Received initial notice from CTDOT regarding this year's Municipal Grant Program and continued staff efforts related to municipal outreach.

#### ***Project Selection and Programming***

##### Transportation Improvement Program

- TIP amendment this month included Bus & Bus Facility Discretionary FY21 – CT Zero Emission Bus Program, Statewide Bus Replacements FY19, 20, 21, Systemwide Admin Capital/Misc. Support/Facility Improvements FY19, 20, 21, Statewide Travel Demand Management (Greater CT Moderate), Hartford - Rehab Bridge 01469B over CSRR, SR 598 & TR803, CTFASTRAK Infrastructure/Station/Facility Improvements FY19, 20, US 15 – Berlin-Meriden – Operation Improvement Breakout – CTSS w/ CV Tech, District 4 – Replace Traffic Control Signals at Various Locations, Statewide Urban 5311 Carryover, and Windham Transit District 5311 Carryover.

##### Project Programming and Advancement

- Coordinated with CTDOT and municipalities on study selection under the 2021 Corridor Study Solicitation.
- Reviewed FHWA March 30, 2022, Memorandum regarding Transportation Alternatives Set-Aside Implementation Guidance as Revised by the IIJA.
- Meet on April 22 with Mayor Bronin, Hartford400, and Commissioner Boughton regarding IIJA funding opportunities.

#### ***LOTICIP Efforts this month included:***

- Established two selection panels for LOTICIP On-Call List 1 and 2 Engineering Services on April 1.
- Contacted short-listed firms to schedule interviews on April 1.
- Attended a Quarterly Project Management Meeting on April 4.

- Attended a complete streets exception form meeting on April 4 with Farmington, April 6 with South Windsor Representatives.
- Drafted Contract Addendums for two (2) On-Call 3 Consultants throughout the month of April to be distributed for review and signature.
- Met with East Hartford representative to discuss projects on April 5.
- Submitted LOTCIP Quarterly Report on April 13 for posting.
- Submitted LOTCIP Quarterly Report to CTDOT with financials on April 19.
- Submit final design submission for Farmington Brickyard Road Phase 2 (L051-0005) on April 19
- Attended a 90% design on-board review meeting for Marlborough North Main Street Sidewalks Project (L078-0004) on April 14.
- Conducted six (6) interviews with LOTCIP On-Call List 1 Engineering Firms (Design Phase) on April 21
- Conducted six (6) interviews with LOTCIP On-Call List 2 Engineering Firms (Construction Phase) on April 28
- Presented LOTCIP 2022 Solicitation Rankings to Transportation Committee for approval on April 25
- Twenty (20) LOTCIP Projects in the amount of \$38.9 Million were approved for advancement into the LOTCIP program on April 25.
- Continue to facilitate advancement of CRCOG approved LOTCIP projects to CTDOT
- Coordinated with municipalities and CTDOT regarding projects and/or application, authorization to advertise, design advancement, design review and revised cost estimate.

### ***Complete Streets Planning***

#### Micromobility

- CRCOG and the City of Hartford held a meeting with Populus on April 12 and 26. The data dashboard software includes the ability to show scooter trips, a live location updates of scooters, assess origin/destination, and various other metrics. Staff also used this data to help support the City of Hartford's RAISE Grant application.
- Staff coordinated with Populus and CTDOT to add a DOT user to the trial, which ends in May.
- CRCOG and the City of Hartford had a follow-up discussion regarding use of scooter data, staff capacity, and future plans for the software on April 14.
- Staff is working with scooter operator and feasibility study consultant to host a two-part event for scooter demonstration/ride and feasibility study Q&A, planned for May 6. Currently sending out invites and collecting RSVPs for the event.

### Bike Ped Count

- Utilized Bike/Ped count data to help support the City of Hartford's RAISE Grant application.
- Utilized Bike/Ped count data to help support CRCOG's RAISE Grant application.

## ***System Management and Operations***

### Safety Management

- Presented "60 Seconds for Safety" at the April Transportation Committee meeting to inform Towns regarding preliminary information regarding the new Safe Streets and Roads for All (SS4A) Grant Program included in the Bipartisan Infrastructure Law (BIL).
- Attended the CT Vision Zero Engineering Subcommittee meeting on April 27.
- Attended the CT Vision Zero Enforcement Subcommittee meeting on April 29.

### Traffic Incident Management (TIM)

- Worked on Unified Response Manual (URM) document for region.
- Worked on Public Outreach effort for National Work Zone Awareness Week April 11-15.
- Continued discussion on proposal for TIM pocket guide proposal for mobile application
- Worked on fire suppression standpipe issues with working group
- Completed 2022 Your Role: Internet Security and You.
- Attended the following meetings and webinars:
  - CTMUTS meeting on April 7
  - Preventing Struck-by Incidents on April 11
  - Work Zone Safety Press event on April 12
  - Fire Suppression Standpipe with CTDOT on April 21.

## ***Livability and Sustainable Communities***

### Brownfields

- Reached out to UCONN TAB (Technical Assistance for Brownfields) staff regarding updates to program offerings in light of federal funding increase.
- Attended Equitable Brownfields Development program.
- Spoke with Connecticut Hospital Association regarding a possible collaboration for an Area Wide Revitalization grant application.
- Reviewed materials submitted by subgrantee to amend the workplan for the remediation project in the Town of Berlin.
- Spoke with East Hartford, Hartford, and West Hartford regarding potential sites for assessment applications.

## ***Technical Assistance and Project Development***

### Technical Assistance to Towns and Stakeholders

- Zoning Reviews

- In April, staff received seventeen (17) referrals and reviewed and commented on twenty-two (11).
- Technical Assistance to Towns:
  - Met with City of New Britain and CTDOT related to improvements in the Rte. 9 / Rte. 175 area on April 7.
- Grant Opportunities:
  - Prepared and submitted a grant application to the RAISE program. The grant would fund implementation of recommendations from CRCOG's Gap Closure Trail Study in Plainville and New Britain.
  - Provided data and Letter of Support for the City of Hartford's RAISE grant application.
  - Provided data for the Town of Wethersfield's RAISE grant application.
  - Attended USDOT Webinar - How to Apply for the FY 22 Multimodal Project Discretionary Grant Opportunity
  - Provided letters of support for two Community Funded Projects requests from the Town of Coventry as well as one for Mansfield.

#### Agencies

- CT Bike Ped Advisory Board: Attended meeting on April 22.

#### Technical and Administrative Support on Corridor Studies and Special Projects

- Greater Hartford Mobility Study
  - Held coordination meeting with study team on April 13.
  - Attended Municipal Working Group meeting on April 25.
- Route 229 Bristol/Southington Corridor Study
  - Attended Recommendations presentation on April 13.

#### ***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.
- Continued to keep the website up to date and worked with consultant on full website update/redesign.
- Note: Public participation activities specific to other tasks and studies are also listed in the *relevant section of this report*.

### ***Capitol Region Roundabout Screening***

- The screening methodology was discussed and finalized during the progress meetings. VHB shared results of crash and volume screening analysis performed to date. CRCOG staff reviewed and provided comments to VHB on the screening methodology memorandum.
- CRCOG Staff provided the CTDOT Technical Team Unit with the completed April 13 screening methodology memorandum for their review and use.

### ***Transit Priority Corridors Study***

- Held regular check-in calls with the consultant team and CTDOT respectively.
- Reviewed internal draft of Implementation Strategy.
- Held coordination calls with Town of East Hartford and Hartford Parking Authority.

### ***Routes 190 and 220 Traffic Impact Study, Enfield***

- Reviewed the draft narratives for the three potential development alternatives and shared internally. Comments sent to consultant and awaiting revisions prior to sharing with town.

### ***Farmington Area Connectivity Study***

- CRCOG staff are comparing the recent Travel Demand Model results with Average Daily Traffic projections from prior modeling, done several years ago.
- A meeting with CTDOT Bridge Management Unit, CTDOT Study Technical Review Team, SLR, and Town of Farmington was held on April 22.

### ***TOD Roles, Visioning, Viability, and Tools Analysis***

- Consultants continued collecting and analyzing data for the market analysis.
- Consultants prepared a draft outline of the roles and responsibilities deliverable.
- Planned for and held developer interviews on April 13, 28, and 29.

### ***East Coast Greenway Gap Closure Study***

- Held a call with Farmington River Watershed Association on April 8. Discussed overview of draft scope, general timeline, and concerns of the association.
- Held check-in call to refine scope with consultant on April 12.
- Send scope to Towns, East Coast Greenway Alliance, and CTDOT for review on April 12 with April 20 as deadline.
- Held call with ECG Alliance to review comments and ongoing developments related to the trail on April 14.
- Staff replied to related emails as necessary - CTDOT, East Hartford / property owners - about the project.



### ***Route 20 Corridor Study, Windsor Locks***

- Held internal meetings to discuss revised scope sent back by selected firm.
- Researched previous studies and documents related to the corridor.
- Researched on existing broadband infrastructure and the process of expanding broadband in the study area.

### ***Comprehensive Economic Development Strategy***

- Revised the scope of work for the CEDS COVID Update project.
- Met with selected consultant for the CEDS COVID Update on April 14.
- Developed a draft contract for the CEDS COVID Update.
- Submitted first quarterly report for the EDA/DECD CARES Act Grant.
- Attended April 12 quarterly meeting for the EDA/DECD CARES Act Grant.
- Planned for and attended the April 28 Long Term Recovery meeting.

### ***General Planning and Zoning***

- Staff worked to finalize retail cannabis zoning regulation case study research and local communities' regulations.
- Staff held internal call on land use training legislative requirements to assess potential COG role on April 19.

### ***CDC Active Transportation Planning***

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

- Held calls with New Haven regarding implementation of "floating" bus stop on April 4; with Groton on April 6 to discuss comments on concept plans as well as in advance of public presentation on complete streets and concept plan on April 13.
- Hosted call with New London for Complete Streets Staff Workshop training on April 5.
- Held call with Windham staff to discuss potential project ideas for upcoming Year 5 funding on April 11.
- Held call with Bridgeport staff to discuss potential project idea for upcoming Year 5 funding on April 13.
- Attended City of Groton Complete Streets Workshop public meeting on April 14.
- Attended New London Complete Streets Implementation Public Workshop on April 19.
- Held call with BWCT, Portland staff, and bicycle advocacy group to discuss potential train-the-trainer opportunity for summer program on April 14. Follow up call on April 22 was planned but needs to be rescheduled.