

**Capitol Region Council of Governments**  
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**Municipal Services Committee Special Meeting**  
**Tuesday, September 14, 2021**  
**12 Noon**

\* Meeting access is remote only, consistent with provisions specified in Executive Order No. 7B. This meeting was recorded. Audio is available at: [MSC 9-14-2021 Special Meeting Audio](#)

**DRAFT UNTIL APPROVED**

**Members and Alternates**

Peter Souza, Chair  
Grace Tiezzi  
Stanley Hawthorne  
Sharron Howe  
Jim Hayden  
Lori Spielman  
Courtney Lindberg  
Robert Lee  
Melissa Appleby  
Tom Fitzgerald  
Ether Diaz  
Lisa Hancock  
Matt Hart

**Town/Organization**

Windsor  
Avon  
Bloomfield  
Bloomfield  
East Granby  
Ellington  
Manchester  
Plainville  
Simsbury  
Simsbury  
South Windsor  
Tolland  
West Hartford

**CRCOG Staff**

Kimberly Bona  
Aaliyah Miller  
Robyn Nichols  
Lyle Wray  
Pauline Yoder

CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG

**Guests**

Mike Bisi  
Joe Doering  
Tony Manfre

CCSWA Chair  
CCSWA  
South Windsor

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

## **1. Adoption of Minutes: June 22, 2021**

Mr. Souza requested a motion to adopt the minutes. Lisa Hancock made a motion to adopt the June 22, 2021, Municipal Service Committee minutes as presented. John Elsesser seconded the motion and the motion carried, with Sharron Howe abstaining.

## **2. Public Comment**

No public comment.

## **3. Solid Waste Discussion**

Peter Souza stated the MSC Solid Waste subcommittee presented to CRCOG Executive Committee in August to provide them with an update on the solid waste issue in Connecticut. Pauline Yoder explained that the Executive Committee requested this go to Policy Board on September 22<sup>nd</sup> presenting a recommendation to hire a consultant to look at realistic long-term options and costs as maintaining the current operation at MIRA is not a long-term option.

Matt Hart asked if there was discussion with DEEP to seek state funding to offset costs for consultant. Pauline Yoder stated, no, there has not been discussion with DEEP regarding potential funding, but we can reach out to them to see if they are willing to contribute to this.

Mike Bisi asked what the timetable to get this proposal for a consultant? Pauline Yoder stated as soon as the board approves it CRCOG will begin working on an RFP.

Peter Souza asked if there was any update on the possibility of converting the current permit at the Meadows to a transfer station. Jim Hayden stated there has been some interest in the RFP's that MIRA put out and should know more in a few weeks when the RFP's close. Pauline Yoder stated that from she understands, MIRA feels their current permit allows for them to become a transfer station, however, DEEP disagrees with this interpretation. Discussion followed.

## **4. COVID Recovery Regional Funding Opportunities**

### **a. EDA Build Back Better**

Pauline stated there is an EDA Build Back Better grant out right now, due October 17<sup>th</sup>. CRCOG is working on an application with others focusing on workforce development and entrepreneurship and technical assistance with regards to advanced manufacturing. Up to four applications from Connecticut will be considered and CRCOG is waiting to hear back to see if its application is going to be considered.

## **b. FEMA Long Term Recovery Project Solicitation**

Pauline explained FEMA presented to statewide regional recovery steering committee proposing to fund a wide variety of recovery projects regarding areas that require recovery from the pandemic. DECD wants an overview of submittals by October 7<sup>th</sup>.

Discussion ensued regarding potential projects. Crumbling foundations assessment for public and commercial buildings has been included and Pauline stated she may consider submitting something regarding the solid waste issue in the state. FEMA stated, “the bigger the better” regarding proposals. Peter stated he likes the focus of the EDA by-state effort regarding attrition in manufacturing. John Elsesser spoke about potential site for an Autonomous Vehicle Research Center/Track Facility for vehicle and control device testing. Matt Hart suggested stormwater infrastructure, if applicable. Discussion followed.

## **5. Status Reports**

### **a. Introduction of Robyn Nichols**

Pauline introduced Robyn Nichols, CRCOG Principal Program Manager to the committee. Robyn will be handling IT Services, job portal, EDMS, solid waste, and other projects. Peter Souza welcomed Robyn on behalf of the committee.

### **b. Job Portal Pilot**

Pauline stated we are ready to have towns test the job portal. If you are interested, please let Robyn know. Robyn stated it would be good to have a wide range of different municipalities, and we need at least three to test. Peter suggested a quick demo for the Policy Board to refresh everyone on the portal. Discussion followed.

## **6. Municipal Sharing**

Pauline stated Maria Capriola, Simsbury, reached out to see if municipalities would be interested in a DEI RFQ for diversity and inclusion, policies, etc. training. If so, CRCOG can work on putting together an RFP for this. Peter stated he will share the RFP that Windsor did several months ago to serve as a starting point. Grace Tiezzi stated Avon would be interested. Discussion followed.

Pauline Yoder stated Maureen Goulet has returned to CRCOG and we are very happy to have her back! Maureen will be working in the Planning Department, focusing on Brownfields.

John Elsesser asked for an update on EDMS. Pauline stated there have been some challenges with EDMS and CRCOG is looking at options regarding retaining what we have but moving to something more manageable on the back end/IT side, and more affordable for CRCOG and member towns.

Pauline Yoder stated the Navy approached CRCOG. They are unable to procure from private vendors but can piggyback off procurement that others, like CROCG, have done. We would purchase supply, they would pay us back, and we would also get an administrative fee. She asked if this were something the committee would like to see CRCOG pursue. Discussion followed. Pauline stated CRCOG will look in to this further and let the committee know if it is something worth pursuing.

**7. Adjournment**

With no further business, Chairman Peter Souza motioned to adjourn at 12:49 pm and the motion carried unanimously.

The next meeting of the Municipal Services Committee will be Tuesday, October 19, 2021.