

**Capitol Region Council of Governments**  
241 Main St., Hartford, CT 06106  
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**Municipal Services Committee Meeting**  
**Tuesday, January 19, 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 <https://crcog.org/event/municipal-services-committee-meeting-2/>

**DRAFT UNTIL APPROVED**

**Members and Alternates**

Peter Souza, Chair  
Josh Kelly  
Robert Skinner  
John Elsesser  
Lori Spielman  
Kayla Reasco  
Robert Lee  
Melissa Appleby  
Mike Rosen

**Town/Organization**

Windsor  
Bolton  
Canton  
Coventry  
Ellington  
Hartford  
Plainville  
Simsbury  
Tolland

**CRCOG Staff**

Kimberly Bona  
Aaliyah Miller  
Lyle Wray  
Pauline Yoder

CRCOG  
CRCOG  
CRCOG  
CRCOG

**Guests**

Stefanie Boles  
Paula Gilberto

United Way  
United Way

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

### **1. Adoption of Minutes: December 8, 2020**

Mr. Souza requested a motion to adopt the minutes. Robert Lee made a motion to adopt the December 8, 2020 Municipal Service Committee minutes as presented. Mike Rosen seconded the motion and the motion carried.

### **2. Public Comment**

Pauline Yoder introduced CRCOG's Communications Manager, Aaliyah Miller, to the committee members. Peter Souza welcomed Aaliyah on behalf on the committee members.

### **3. ALICE Presentation by United Way**

Paula Gilberto gave an informative presentation to the committee on Asset Limited, Income Constrained, Employed (ALICE).

Links to the presentation may be found at:

- [alice.ctunitedway.org](http://alice.ctunitedway.org)
- [public.tableau.com/profile/united.way.og.connecticut#!/vizhome/AliceDashboard/Municipality](https://public.tableau.com/profile/united.way.og.connecticut#!/vizhome/AliceDashboard/Municipality)

### **4. COVID Recovery Unmet Needs Form**

Pauline Yoder shared the [Regional Unmet Needs Form](#) with the committee. She stated that this form is not for individual use.

### **5. COVID Information Sharing**

- [FEMA COVID-19 LTR Funding Opportunities](#)

Peter Souza asked if any towns were providing loans, grants, funding, etc. to small and local businesses within their municipality.

Robert Lee explained Plainville's Economic Development Authority (EDA) has had a revolving fund loan program in place for some time. The EDA provides grants, etc. for those in need.

Discussion followed.

Peter Souza asked if there were any updates as to how municipalities were handling leave time with respect to COVID.

Tolland and Canton have extended the Federal Leave Program until the end of March.

Robert Lee stated Plainville has done the same, however, potential COVID exposure must be related to work, otherwise the extension does not apply.

Discussion ensued regarding COVID vaccinations.

John Elsesser asked how other towns were handling transportation i.e., Dial A Ride, senior rides to medical appointments for drive thru vaccinations.

Towns have limited their Dial-a-Ride to smaller number of riders and Windsor is doing only in-town rides. No town has been doing rides to vaccination sites because of the lack of efficiency of the low number of riders.

Discussion followed.

## **6. Status Reports**

Kim Bona reminded members to submit quantities for the upcoming fuel bid if they have not already done so, as this is not a bid that towns may not piggyback on. This bid will be issued to vendors on January 27<sup>th</sup>.

She stated the CRPC will be collecting quantities for Swimming Pool Chemicals and Water Treatment as well as Bituminous Curb Mix Class 1 and 2, in the next week or so.

## **7. Municipal Information Sharing**

Pauline Yoder explained that Mayor Leclerc inquired about the possibility of CRCOG implementing an applicant tracking or sharing system and asked for input from members. Discussion followed and response was positive.

Pauline spoke about the OPM Secretary's request for a CRCOG Plan for PSAP consolidation and phased-in Regional Function on Assessments. CTCOG met to form a unified response which will be shared with the MSC members at the next meeting.

## **8. Adjournment**

With no further business, Chairman Peter Souza motioned to adjourn at 1:04pm. Motion carried unanimously.

The next meeting of the Municipal Services Committee will be Tuesday, February 16, 2021.

