

**Capitol Region Council of Governments**  
241 Main St., Hartford, CT 06106  
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**Municipal Services Committee Special Meeting**  
**Tuesday, October 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: [Audio recording MSC 10-19-2021 Meeting](#)

**DRAFT UNTIL APPROVED**

**Members and Alternates**

Peter Souza, Chair  
Grace Tiezzi  
Stanley Hawthorne  
Bob Skinner  
John Elsesser  
Lori Spielman  
Richard Johnson  
Robert Lee  
John Mehr  
Melissa Appleby  
David Nourse  
Lisa Hancock

**Town/Organization**

Windsor  
Avon  
Bloomfield  
Canton  
Coventry  
Ellington  
Glastonbury  
Plainville  
Rocky Hill  
Simsbury  
Southington  
Tolland

**CRCOG Staff**

Kimberly Bona  
Aaliyah Miller  
Robyn Nichols  
Pauline Yoder

CRCOG  
CRCOG  
CRCOG  
CRCOG

**Guests**

Dustin Nord

Chairperson Mr. Peter Souza called the meeting to order at 12:02 pm.

**1. Adoption of Minutes: September 14, 2021**

Mr. Souza requested a motion to adopt the minutes. Lori Spielman made a motion to adopt the September 14, 2021, Municipal Service Committee minutes as presented. Lisa Hancock seconded the motion and the motion carried.

## **2. Public Comment**

No public comment.

## **3. Discussion: ARPA: Potential Transformational Regional Projects**

Ms. Yoder provided a brief recap on the discussion that was held at the September Policy Board meeting regarding regional opportunities for ARPA. She stated two major items emerged from said discussion.

- 1) Consideration for municipalities to set aside up to 2% of county allocation of ARPA towards a transformations regional project.
- 2) Smaller towns have expressed interest in the reporting requirements of ARPA.

Mr. Souza opened the floor for discussion among committee members regarding potential projects that would like to see pursued that require significant funding.

Discussion ensued regarding potential transformational regional projects. The following projects of interest were agreed upon to bring to the Policy Board for consideration:

- ARPA Technical Assistance/Reporting
- Workforce Development as outlined in the Comprehensive Economic Development Strategy (CEDS) or other activity advancing CEDS action plan
- Autonomous Vehicle Research Center
- Solid Waste Crisis
- Regional Code Enforcement / Building Official, possibly leveraging existing health districts
- GIS upgrade

## **4. Status Reports**

- GIS/Parcel Finder

Mr. Snowden provided an update on GIS. He stated there is automatic CAMA updated available to all CRCOG municipalities. He provided information on this update and encouraged towns that are not participating to do so. He spoke about search issues with GIS, stating CIA has made some adjustments to this and stated it would be beneficial to search by partial street name versus suffix.

- Assessment research status

Ms. Yoder stated the potential for regional assessment is being researched per the request of OMP Secretary McCaw. CRCOG has sent surveys to town assessors to gather information to help better understand assessment practices in the region. Thus far, CRCOG has received responses from 19 towns and will follow up with remaining municipalities.

- PSAPS

Ms. explained this is a priority of OPM and CRCOG will be sending a survey to Fire Chiefs, Police Chiefs, First Selectmen/Mayors, Town Managers, etc. to collect their input on regional PSAP's. This feedback will be compiled into an executive summary for OPM once complete.

- DEI, Solid Waste RFPs Status

Ms. Bona stated the DEI RFP was issued today and will close on November 22<sup>nd</sup>. If there are any municipalities that would like to serve on the evaluation committee, please let Kim know.

Ms. Nichols stated that with the uncertainty of MIRA's future operation status, CRCOG will be putting out an RFP for a consultant to explore long term solid waste disposal options.

- Executive Director Search Process / Timeline

Ms. Yoder stated the search for CRCOG's Executive Director has been extended. There were qualified candidates, but the search committee felt it would be beneficial to extend the search.

Pauline stated there is a cannabis zoning change requirement per OPM. If any municipalities make changes to their regulations, it must be reported to OPM.

## **5. Municipal Information Sharing**

- Reminder of the Brownfield Assessment Grant Opportunity

Ms. Yoder stated that CRCOG's Brownfield Assessment grant applications are due October 27<sup>th</sup> and DECD Brownfield's applications are due October 22<sup>nd</sup>.

Ms. Bona stated the Salary Survey is due November 8<sup>th</sup>. If your municipality has not completed this yet, please do so as soon as possible.

Ms. Bona reminded towns that the CRPC is collecting quantities for the gasoline bid. They are due on November 8<sup>th</sup>. This is a NO PIGGYBACK bid, so please submit quantities if you wish to participate.

Discussion regarding municipal cannabis regulations ensued. Several towns have implemented or revised regulations and/or ordinances to prohibit use of any type of cannabis in public parks. Some have expanded these to prohibit cigarette smoking as well.

## **6. Adjournment**

With no further business, Chairman Peter Souza motioned to adjourn at 1:05 pm and the motion carried unanimously.

The next meeting of the Municipal Services Committee will be Tuesday, December 7, 2021.