

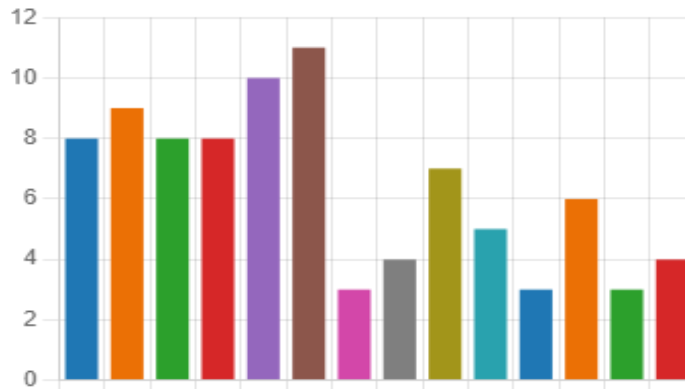
## Summary of Municipal Needs Survey Results – May 2022

To offer RPIP services to our CRCOG municipalities, CRCOG sent a survey to our municipal leaders to determine current and future local and regional municipal needs. We received 24 responses from across the Region, representing a cross-section of CT municipalities. The majority of the surveys were completed by Chief Administrator Officers, while Department Directors and Chief Elected Officials also provided their opinions.

Survey results indicated strong staffing needs in the following areas:

- Economic Development
- Code Enforcement
- Assessment
- Animal Control
- Building Inspection
- Capital Project Administration

### Municipal Staffing Needs – per municipality

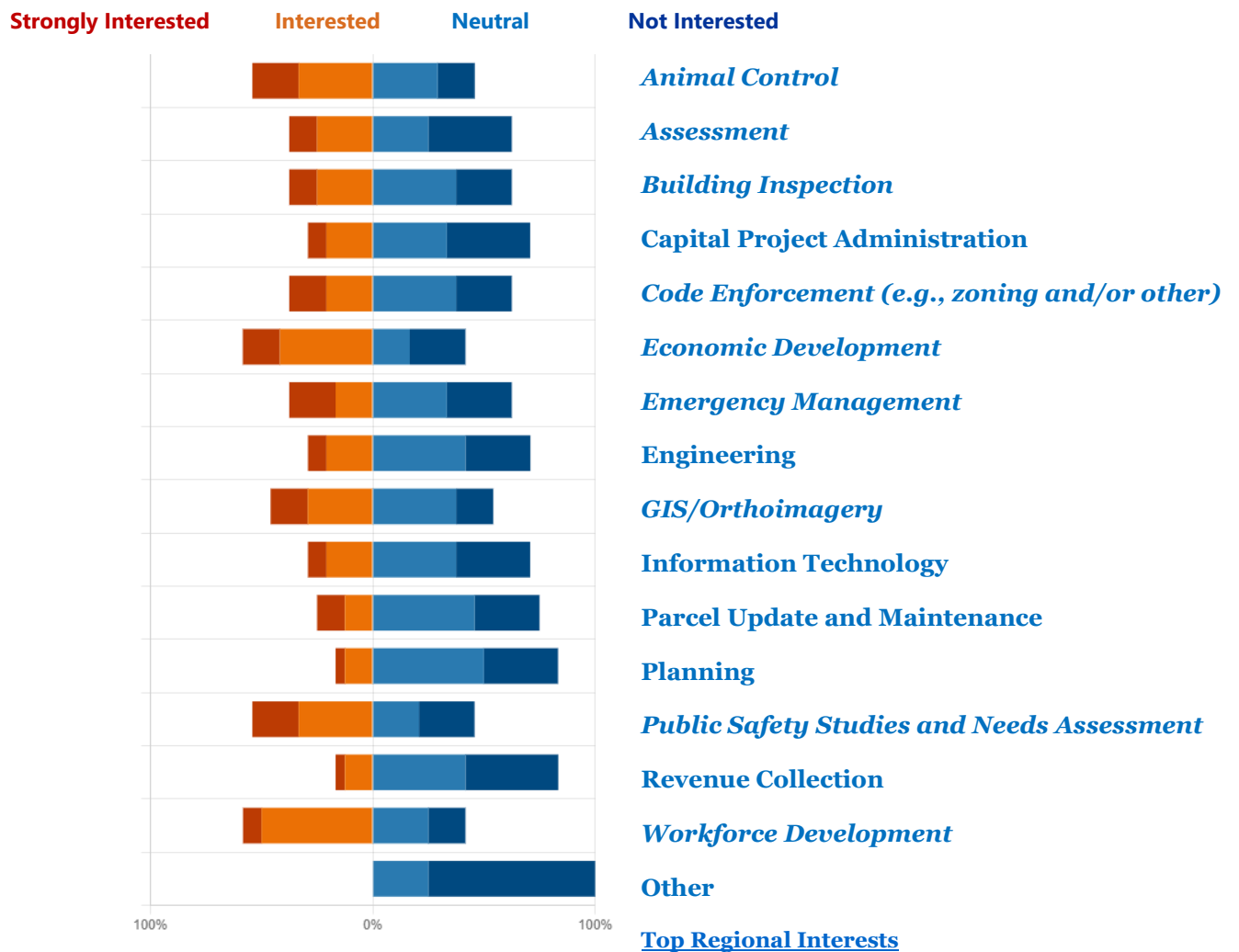


<b>Animal Control</b>	<b>8</b>
<b>Assessment</b>	<b>9</b>
<b>Building Inspection</b>	<b>8</b>
<b>Capital Project Administration</b>	<b>8</b>
<b>Code Enforcement (e.g., zoning and/or other)</b>	<b>10</b>

Andover | Avon | Berlin | Bloomfield | Bolton | Canton | Columbia | Coventry | East Granby | East Hartford | East Windsor | Ellington | Enfield | Farmington | Glastonbury | Granby | Hartford | Hebron | Manchester | Mansfield | Marlborough | New Britain | Newington | Plainville | Rocky Hill | Simsbury | Somers | South Windsor | Southington | Stafford | Suffield | Tolland | Vernon | West Hartford | Wethersfield | Willington | Windsor | Windsor Locks

Economic Development	11
GIS/Orthoimagery	3
Emergency Management	4
Engineering	7
Information Technology	5
Parcel Update and Maintenance	3
Planning	6
Revenue Collection	3
Other	4

## Municipal Services Projects – Regional Basis



### Top Regional Interests

Economic Development - 58.4 %

Workforce Development – 58.3%

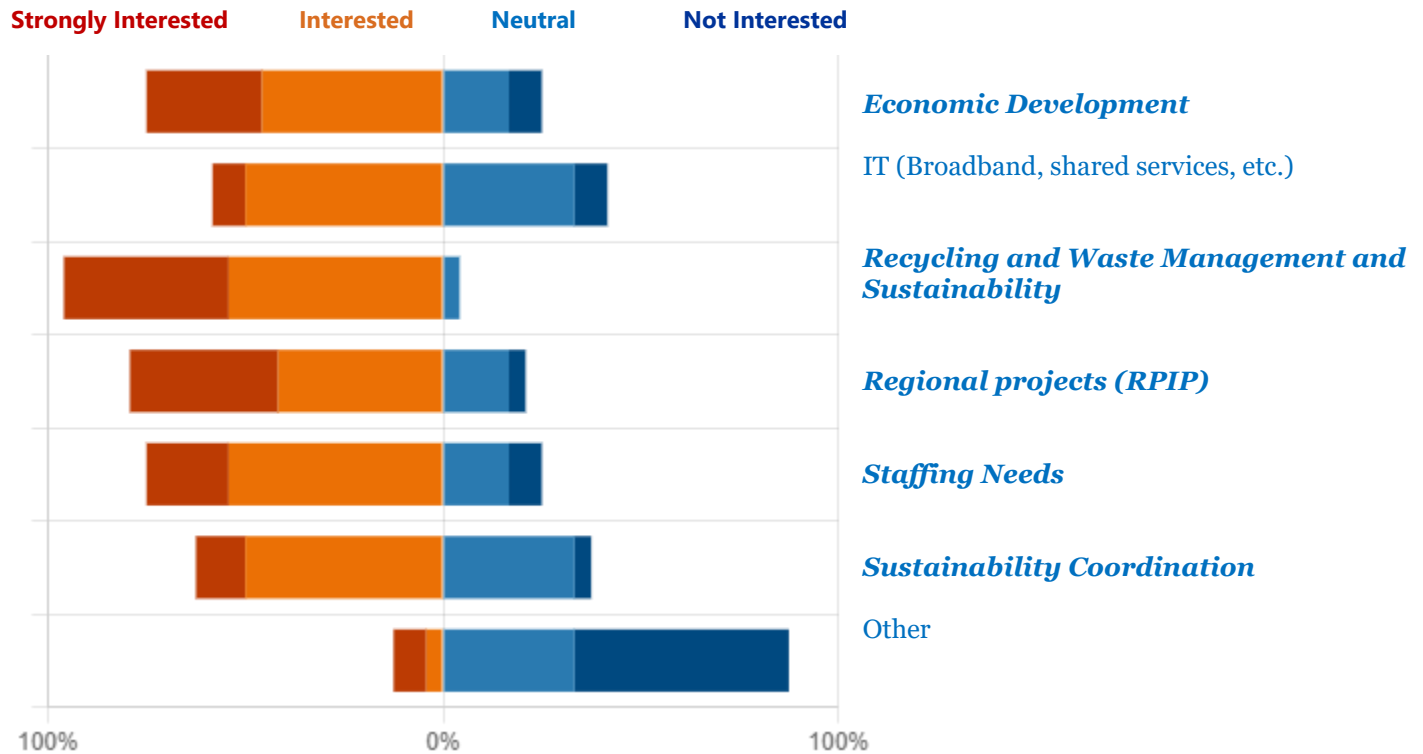
Animal Control - 54.1%

Public Safety - 54.1%

Emergency Management - 37.5 %

GIS - 45.9%

## CRCOG focus



NOTE: CRCOG and the state is already addressing Recycling and Waste management, but CRCOG will continue to assist towns.

## Summary

Based on the above, CRCOG staff proposes the following RPIP applications that may assist towns in their interests. Specifically:

- Economic Development / Economic Vitality
- Regional Animal Control Facility
- Shared Animal Control Officer
- Region-wide Inspection
  - Code Enforcement / Zoning Enforcement Officer
  - Building Official
  - Inland Wetlands Agent
- Shared Assessor

Depending on the outcome of the RPIP applications, CRCOG may choose to pursue the items of interest separately.

CRCOG is currently addressing the Solid Waste needs through separate avenues.

## ***Regional Performance Incentive Program (RPIP) Application Process Summary***

- Must be an existing service
- Rolling application process; first review scheduled for August 1, 2022
- Studies are not applicable to RPIP
- Towns do not need to pass a resolution, but CRCOG governing body must
- 25% minimum match requirement
- Must be self-sufficient after 3 years
- Although CRCOG can submit an unlimited number of applications, staff recommends submitting a three to four of the strongest applications with the most support.

## ***CRCOG RPIP Application Process***

- Submit initial applications by July 15<sup>th</sup>.
- CRCOG MSC criteria for selection should include
  - Reach
  - Measurable Impact (savings or benefit)
  - Need
- <https://portal.ct.gov/OPM/IGPP/Grants/Regional-Performance-Incentive-Program/Regional-Performance-Incentive-Program>

## ***CRCOG Staff RPIP Proposals***

### **RPIP: Economic Vitality / Development (Cost: \$450,000 / \$150,000 per year)**

Thirteen towns expressed an interest in economic development as an area of regional sharing and a potential area to pursue.

This application would hire a region wide economic development director/ consultant. Towns would purchase the ED services on an a la carte basis. Services would include:

- Project based analysis / assistance (time to be estimated by director/consultant on a project basis and municipality to pay a competitive hourly rate)
- Set number of weekly/monthly hours focused on the town's needs (e.g. 8 hours a month / 5 hours a week)
- Other specific services (?)
- Objective would be to be self-funded by towns purchases by year 3

### **RPIP Region-wide Inspection (\$750,000/\$250,000 per year)**

Many CRCOG towns are experiencing staffing shortages and open positions in various building, planning and other related inspection areas. This program would hire a Region-wide inspection director and administrative assistant based at CRCOG (employee or contractor) who would manage a team of part- or full-time shared officials in the following areas:

- Building Official
- Fire Marshal
- Code Enforcement Officer / Zoning Enforcement Officer
- Inland Wetlands Agent

CRCOG funds would support 25% of the RPIP match for the director. Municipalities would pay for the officials on a per diem basis (serving as additional match for RPIP grant purposes and paving the way for self-funding)

### **RPIP Shared Assessor (Cost: TBD, based on participating municipalities)**

(Staff estimates 175K for each shared assessor)

Many CRCOG towns are experiencing staffing shortages and open positions in Assessment. This program would hire Shared Assessor(s). Each Shared Regional Assessor shall: discover, list and value real estate, business personal property and motor vehicle in a uniform, equitable manner, conforming to local, State and Federal standards and mandates; conduct appraisals, evaluations and re-evaluations as required by law; maintain and update ownership, field cards, and

mapping (GIS) records; administer State and local exemption programs; handle property appeals and claims; provide in-office coverage (as needed); administer ad valorem tax program, including compliance with tax laws; provide updates to and maintain online forms, records and permitting (permits) and provide other essential services as required.

## **Animal Control**

Eight towns expressed Animal Control as an area of interest. CRCOG staff understands that some towns need a shared ACO's while others may need a shared facility. Consequently, CRCOG has divided the need into two RPIP proposals: Shared ACO and Shared Animal Control Facility

### **RPIP: Regional Animal Control Facility (TBD, based on number of facilities and towns served)**

Based on municipal interest, need and geographic location, this RPIP application would propose a regional animal control facility and staff. Application would request 75% of initial / setup costs from the RPIP grant with 25% contribution from the participating towns. Participating towns would contribute on-going maintenance costs with some year 1 and/or year 2 grant support.

### **RPIP: Regional Animal Control Officers (Cost: TBD, based on participating municipalities)**

(Staff estimates 100K per ACO)

Municipalities would share the services of Animal Control Officer(s). Proposal would include the following:

- ACO would share vehicle(s)
- Municipalities to contribute 25% of costs in the 1<sup>st</sup> year, 50% in the second year and 75% in the third year and meet the objective of self-funding by the fourth year.
- Offer the opportunity for Regional ACOs to serve as per incident / per diem back-up for non-participating towns