

**Capitol Region Council of Governments**  
241 Main St., Hartford, CT 06106  
Phone: (860) 522-2217 FAX: (860) 724-1274

**Municipal Services Committee Meeting**  
**Tuesday, October 18, 2022**  
**12 Noon**

\* Meeting access is remote only, consistent with provisions specified in Executive Order No. 7B. This meeting was recorded. Audio is available at: [www.crcog.org](http://www.crcog.org)

**DRAFT UNTIL APPROVED**

**Members and Alternates**

Peter Souza, Chair  
Brandon Robertson  
Grace Tiezzi  
Bob Skinner  
Mark Walter  
John Elsesser  
Lori Spielman  
Andrea Mashiak  
Howard Rifkin  
Melissa Appleby  
Jim Grappone  
Scott Roberts  
Duane Martin  
Fred Presley  
Scott Colby

**Town/Organization**

Windsor  
Avon  
Avon  
Canton  
Columbia  
Coventry  
Ellington  
Enfield  
Hartford  
Simsbury  
Southington  
South Windsor  
West Hartford  
Wethersfield  
Windsor

**CRCOG Staff**

Rob Aloise  
Cheryl Assis  
Kimberly Bona  
Maureen Goulet  
Matt Hart  
Aaliyah Miller  
Elizabeth Sanderson  
Kyle Shiel  
Pauline Yoder

CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG  
CRCOG

**Guests**

Chairperson Mr. Peter Souza called the meeting to order at 12:00 pm.

### **1. Adoption of Minutes: September 13, 2022**

Mr. Souza requested a motion to adopt the minutes. Mr. Mark Walter made a motion to adopt the September 13, 2022, Municipal Service Committee minutes as presented. Scott Roberts seconded the motion and the motion carried with Mr. Skinner abstaining.

### **2. Public Comment**

No public comment.

### **3. Local and Regional Approaches to Stormwater Management**

Mr. Hart spoke about the challenges of stormwater management due to heavy rain events such as run off, poorly draining soil, etc. Many residential properties, and some commercial properties contain stormwater lines directly connected to sanitary sewer systems. Infrastructure across the region is aging, or undersized, or both. These issues combined cause flooding in streets and both residential and commercial properties, which can overwhelm sewer systems, leading to contamination in local water ways.

State and federal government have been regulating for some time now and the majority of CRCOG towns are required to have a MS4 permit in place. In 2021, legislation was passed allowing towns to create local stormwater authorities. There are only two in Connecticut; they are in New London and New Britain. He explained that these authorities may be used for a variety of purposes and both private and public may be subject to the fees which can be structured in various ways.

Mr. Hart suggested next steps to include holding a special meeting to look further at this issue. He explained that the plan would to be invite experts, such as UConn CIRCA staff, as well as an engineering firm to discuss options including a regional approach. Currently, CRCOG staff is exploring funding under BIL. Discussion followed.

A special meeting will be planned for the near future to discuss this issue further.

### **4. Establishment of Local Fair Rent Commissions**

Mr. Hart stated the town of South Windsor has asked if CRCOG could consider establishing a Fair Rent Commission and spoke about what the process may entail. He explained that CRCOG reached out to its legal counsel and the response was that under the law, municipalities with a population exceeding 25k are required to establish a commission specific to their community. Smaller towns of less than 25k can create a regional commission via an interlocal agreement, but regardless of size, towns may share staff and administrative resources. Mr. Hart stated that CRCOG would be willing to meet with interested towns to discuss these options further. Discussion followed.

A special meeting will be planned for the near future to discuss this further. CRCOG will start collecting models from around the region to share with the committee.

## 5. Staff Reports

- Executive Director

Mr. Hart recognized Kim Bona and CRCOG staff for a successful turnout for the Annual Meeting of the Capitol Region Purchasing Council this morning.

Mr. Hart stated that CRCOG and the UConn School of Public Policy, and Capital Workforce Partners are sponsoring an event has been organized on November 4<sup>th</sup> related to Public Sector Workforce at the Hartford Public Library.

CRCOG has a new website that will be launched soon that will consist of a section dedicated to Affordable Housing as a resource to towns

BIL Providing update to each of the committees regarding BIL. National Culvert Removal and Restoration Program, variety of potential opportunities that may assist on stormwater management

Encouraged everyone to think about the local match when preparing local capital improvement programs (CIP) under the BIL opportunities.

- Chief Operating Officer

Ms. Yoder stated RPIP applications are being resubmitted based on updates from various towns as required by OPM. Approximately 25% towns have withdrawn.

Gasoline bid will be issued on November 15<sup>th</sup> – quantities are due no later than Monday!  
NO PIGGYBACKING BID!

Audit RFP and Fire/EMS Records Management Software are under review.

RRS will be sending CRCOG staff draft of Phase I facility inventory and system assessment regarding solid waste. which will be shared with Steering Committee next week.

## 6. Municipal Information Sharing

## 7. Future Agenda Items

Mr. Souza inquired about Building Inspection Contractual Services. Mr. Hart stated that the issue now lies within recruitment. Once a candidate is found, the plan is to move forward with the services.

Mr. Hart stated CRCOG will be looking to fill Tim Malone's former position soon to continue support in land use and planning within the agency.

Mr. Hart suggested revisiting diversity, equity and inclusion (DEI) discussion in the future.

Mr. Elsesser feels it would be a good idea to begin looking into potential solutions for well water contamination caused by road salt at a near future meeting.

## **8. Adjournment**

With no further business, Chairman Souza entertained a motion to adjourn at 12:55 pm and the motion carried unanimously.

The next meeting of the Municipal Services Committee is scheduled for Tuesday, December 6, 2022.