

**Transportation Cost Review Sub-Committee Meeting**  
**Monday, January 23, 2023**  
**11:00 AM**  
*Meeting held remotely via Zoom*

DRAFT  
Until Endorsed  
by Committee

**Name**

Larry Baril  
Jon Colman  
Patrice Carson  
Todd Penney  
Doug Wilson  
Donald Nunes  
Russ Arnold  
Frank Dellaripa  
John Carrington  
Mark Moriarty  
John Bossi  
Steve Sopelak  
Adam Kessler  
Jeff Doolittle  
Devin Cowperthwaite  
Annette Turnquist  
Karen Isherwood  
Greg Sommer  
Derrick Gregor  
Bob Jarvis

**Organization**

Avon  
Bloomfield  
Bolton  
Coventry  
East Hartford  
Enfield  
Farmington  
Hartford  
Mansfield  
New Britain  
Plainville  
Rocky Hill  
Simsbury  
South Windsor  
Stafford  
Southington  
Suffield  
West Hartford  
Wethersfield  
Windsor

**Guests**

Jonathan Thiesse  
Jeff Parker  
Chuck Harlow  
CJ Gandza  
Rob Trottier  
Taylor Rodrigue  
Kevin Vincens  
David Nourse  
James Kulpa

Bloomfield  
CHA Consulting  
Fuss & O'Neill  
New Britain  
New Britain  
South Windsor  
South Windsor  
Southington  
VHB

**CRCOG Staff**

Chris Henchey, Roger Krahn, Sotoria Montanari, Caitlin Palmer, Cara Radzins,  
Laura Rosenbluth, Elizabeth Sanderson, Karen Stewartson

*The record below includes a brief description of each agenda item as well as the timestamp of the beginning of that discussion. The audio recording for this meeting is available at [www.crcog.org](http://www.crcog.org).*

- 1. Roll Call – 0:00** –The meeting was called to order at 11:00 am by the Chair Jon Colman from the Town of Bloomfield. Karen Stewartson conducted the roll call.
- 2. Public Forum – 3:32** – No one chose to speak.
- 3. Adoption of Minutes: Cost Review Sub-Committee Meeting on October 11, 2022 – 3:42** – Patrice Carson from the Town of Bolton made a motion, seconded by Larry Baril from the Town of Avon, to approve the minutes from the Cost Review Sub-Committee Meeting on October 11, 2022. This motion was passed unanimously with three (3) abstentions made by Doug Wilson from the Town of East Hartford, Donald Nunes from the Town of Enfield, and Russ Arnold from the Town of Farmington.
- 4. 2023 LOTCIP Pre-Application Workshop – 4:44**

Sotoria Montanari started the 2023 LOTCIP Pre-Application Workshop by stating that the purpose of the workshop was to identify opportunities for municipalities to improve their project applications to make them more competitive. Ms. Montanari stated the emphasis of the workshop would be on Application Rating Criteria and the new Cost Estimating Template. She encouraged the Committee to ask questions.

Roger Krahn and Caitlin Palmer from CRCOG provided additional information on Traffic Safety & Operations and Complete Streets, respectively. Each identified areas that have been missed opportunities for applications in previous solicitations.

Jeff Parker of CHA Consulting provided additional information on the Cost Estimating Template. Steve Sopolak from the Town of Rocky Hill raised a question about cost estimating.

Sotoria Montanari stated that Committee members are welcome to contact her if any additional questions come up.
- 5. Other Business – 39:37** – The next Cost Review Sub-Committee meeting is scheduled virtually for Tuesday, February 14, 2023. Cara Radzins reminded attendees that the February meeting schedule is atypical due to Lincoln’s Birthday and Presidents’ Day falling on consecutive Mondays.
- 6. Adjourn – 39:57** – The meeting was adjourned at 11:39 am via a motion by Patrice Carson from the Town of Bolton, seconded by Rob Trottier from the City of New Britain.