

## MEMORANDUM

**To:** Policy Board  
**From:** Matt Hart, Executive Director  
**CC:** CRCOG Staff  
**Meeting Date:** April 26, 2023  
**Subject:** Staff Reports

---

Below please find a summary report from staff for the Board's information. Please do not hesitate to contact me with any questions or concerns.

### **EXECUTIVE DIRECTOR, ADMINISTRATION & FINANCE**

- We will hold CRCOG's **Annual Meeting** on Thursday, June 15, 2023, from 1:30 – 5:00 PM at the Riverfront Recapture Boat House in Hartford. Michelle McCabe from [Connecticut Main Street Center](#) will serve as our keynote speaker; her remarks will focus on CMSC's mission to inspire downtowns across our state. We will host a social hour following the keynote and presentations. Staff will send invitations in the coming weeks. We're looking forward to an inspiring and fun event!
- We plan to hold a **Strategic Visioning session** with the Policy Board at a special meeting on the morning of June 12. Our chair, Mayor Stewart, has graciously offered to host the session at New Britain City Hall from 9-11:30AM. The local firm of Grossman Solutions will serve as our facilitators. We will use this session to discuss CRCOG's vision and mission, and to identify our strategic priorities for the next 3-5 years. Over the next few weeks, the Grossman Solutions team will be conducting a series of interviews with key stakeholders to inform the team's work and to help them design our staff and Board visioning sessions. We will ask all Policy Board officers, committee chairs, and vice-chairs to participate in a short Zoom interview with the Grossman Solutions team to share your insight and experiences working with CRCOG. Those of you who hold those positions should expect to receive an email soon. I hope that a majority of Board members will be able to join us on June 12 for an important and fun strategic visioning session.
- As you may have seen in our recent newsletter, I am excited to announce that Ryan Faulkner was promoted to the new position of **Senior GIS Analyst** as of April 1. Ryan is now reporting to Erik Snowden in our new GIS and IT unit under Municipal Services. We're looking forward to what Ryan will accomplish in the future! Congratulations, Ryan!
- Congratulations to Aaliyah Miller, BBG&G Integrated Marketing, and the rest of our staff team for receiving the **2023 Hermes Creative Award** for CRCOG's recent website refresh! Hermes Creative Awards honor "the messengers and creators of the

information revolution.” This a fantastic honor and a tribute to the excellent work of all involved.

- Attached please find CRCOG’s [Quarterly Budget Report](#). Staff does not have any related concerns or issues to report.

## **BIL/IIJA UPDATE**

- The U.S. Department of Transportation issued a Notice of Funding Opportunity (NOFO) for **Round 2 of the Safe Streets and Roads for All** Discretionary Grant Program. Over \$1 billion is available to municipalities for safety plans and projects that will significantly reduce or eliminate roadway fatalities and serious injuries for all roadway users. A summary of the NOFO is available on [CRCOG’s SS4A Webpage](#), with links to additional resources and recent webinars. Please send project ideas to [Elizabeth Sanderson](#). Additional information will be distributed to the Transportation Committee.
- Visit CRCOG’s [BIL/IIJA webpage](#) for information about federal programs, including:
  - U.S. Department of Transportation (U.S. DOT) announced the Key Notices of Funding Opportunity (NOFOs) and anticipated timelines for FY2023. A [Memorandum](#) summarizing the discretionary grant programs that may be most applicable to CRCOG is available for your review. The provided list is not exhaustive, and content is subject to change as more information is provided about each program.
  - U.S. DOT Application Checklist for FY2023 funding opportunities – a [pdf of the Application Checklist](#), and link to [U.S. DOT’s webpage](#), is provided in the General Information section of the BIL Webpage.
- CRCOG staff are collaborating with representatives from multiple state agencies and departments, including BILT, DOT, DEEP, and DEMHS to review **funding opportunities and/or coordinate efforts**.
- CRCOG is seeking information from member towns about your projects and what **federal discretionary grant programs** you or other agencies/entities in your town have applied for. Please provide this information to [Elizabeth Sanderson](#) so that CRCOG and the State may gain a greater understanding of which federal programs are of most interest to you and the region and can assist in finding funding that can help bring your projects into fruition.
- Future BIL/IIJA Programs to keep in mind as budget season approaches:
  - **Bridge Investment Program** – Round 2 anticipated Summer 2023

## MUNICIPAL SERVICES

- The CRPC and Gordian Group will hold its **ezIQC Annual User's Group Meeting** on May 11. We have sent invitations; please contact [Kim Bona](#) if you are interested in attending.
- The Capitol Region Purchasing Council (CRPC) will be collecting quantities for **Treated Road Salt** the week of April 24! This bid will be issued on June 6 and is a NO PIGGYBACKING BID so you must submit quantities.
- The CRPC is currently soliciting an **RFQ for Medical Services/Firefighter, DPW/DOT, Pre-Employment Physicals**. The RFQ will close on April 26.
- CRCOG has fully executed the contract with **EPR Systems for Fire/EMS Records Management Software**. If you are interested in participating via a side letter agreement, please contact Kim Bona at [kbona@crcog.org](mailto:kbona@crcog.org).
- EDA CARES Grants:
  - Prepared quarterly report and submitted to DECD; attended DECD Quarterly Meeting in Old Saybrook on April 14 and presented updates on all tasks.
  - CEDS: CRCOG met with consultant on March 28 to discuss draft comments and prepared for the CEDS Steering Committee scheduled for April 20.
  - Long Term Recovery: Held check-in call with consultant on April 14.
  - Digital Transition Technical Assistance: Held check-in call with consultant on April 13; received testimonials from businesses who received grant funds to transition their business activity from exclusively in person to online.
  - Webinars: Collaboration of Minority Women Professionals has scheduled business coaching webinars for April 19, and July 18, 2023.
- Brownfields Assessments:
  - 169 Bartholomew Avenue, Hartford – City submitted application to DECD for remediation funds; CRCOG will act as a pass-through if they receive the grant.
  - 132 Weymouth Road, Enfield – Received call from EPA asking if CRCOG had capacity to take on a Targeted Area Brownfields Assessment for a former Porter & Chester Institute and dry-cleaner site. We accepted application with the provision that it may have to go on a waiting list if we do not have the funds to support the assessment at this time.
  - United Steel, East Hartford – QAPP has been prepared; assessment work is not yet underway.

- Bigelow Carpet, Enfield – Property owner is considering an alternative plan for the site. Some assessment work has been done but on hold for the time being.
- Brownfields Revolving Loan Fund:
  - YMCA in Norwich has received a Loan Approval. Contract is under review at Norwich but should be finalized week of April 21.
- On April 24, CRCOG convened a meeting of the **Central Connecticut Solid Waste Authority (CCSWA)**. Among other topics, Jim Frey of RRS and Debra Darby of TetraTech presented CRCOG’s Waste Management and Diversion Study. On March 28, 2023 CRCOG submitted a grant application to CTDEEP seeking funds to support a regional waste authority, with intentions to reconvene CCSWA, which has been on hiatus since late 2020.
- CRCOG has put the **Regional Job Portal Pilot** on hold due to lower interest among communities.
- CRCOG is currently evaluating the HUD Consultant RFP responses and awaiting final execution of the grant award from HUD for the **\$2 million low-moderate income crumbling foundations remediation assistance**.
- **RPIP Grants** for Shared Building Official, Shared Assessment and Shared Animal Control: CRCOG continues to meet with towns to move forward on these various grants. CRCOG will soon be advertising for a per diem Building Official. CRCOG is currently looking for municipalities to participate in the Shared Assessment program.

## **REGIONAL PLANNING AND DEVELOPMENT**

- Staff partnered with the CT Department of Public Health (DPH) to apply to the Center for Disease Control (CDC) for another 5-year program to continue “**Active CT**” efforts. Grant awards be awarded in August. For the current grant, staff is finalizing amendments to the Work Order to complete the following projects for Year 5:
  - Groton – intersection improvement demonstration project planned to reduce crossing distances, tighten turning radiuses, adding a median with paint, tape, plastic delineators, and planters and adding bike lane connections to nearby park (additional city funds included).
  - New Britain – planning, design, and implementation of a demonstration project on Arch Street including bump outs for traffic calming and reducing pedestrian crossing distances as a way of testing upcoming LOTICP project work.
  - Willimantic Complete Streets Area Plan for several key streets in the downtown area as well as Airline Trail Riverside Drive Striping Plan for a particular trail segment that is getting rerouted.

- Torrington Demonstration project at McFarley Place and McDermott Avenue to design and implement a plan to improve pedestrian access to the shopping center and future trail nearby.
- Staff continues to assist BWCT to identify schools interested in participating in the “Train the Trainer” program.
- Staff continues conversations with member towns to pilot small scooter share programs this upcoming season. Additionally, CTDOT and Superpedestrian are finalizing the agreement to allow **CTDOT to access Mobility Data Specifications (MDS) data** and to enable them to create a platform for sharing the data with specified employees, including those in member communities.
- Staff continue to work internally to update the region’s **2024 Plan of Conservation & Development (POCD)** and are holding weekly internal meetings.
  - Finalizing a public engagement strategy for POCD including themed roundtable discussions and finalizing an online survey.
  - Identified a municipal advisory committee and sending out a Save-the-Date for next month.
- Staff continues to work with Sustainable CT to identify communities for the **affordable housing implementation pathways pilot project** available to Hartford Foundation for Public Giving (HFPG) communities. Scheduled a check-in call for April 18.
- Staff assuming responsibility for submitting a Notice of Intent to Participate, due April 28, as the lead agency from the Hartford-East Hartford-Middletown MSA (Hartford MSA) for the U.S. Environmental Protection Agency **Climate Pollution Reduction Grants Program** with the first task to select a qualified consultant and complete the Priority Climate Action Plan by March 2024.
- RP&D staff met with CIRCA on 4/17 to go over the plan for the Regional Natural Hazard Mitigation Plan update as well as **Resilient 2.0**, which will be done concurrently.

## **TRANSPORTATION PLANNING**

- The **Transportation Committee** met on April 24. Staff updated the Committee on the following: UDOT Roundabouts Video, CRCOG Project Screenings for Grant Opportunities, SS4A Round 2 – Grant Application Submission Strategy, LOTCIP Quarterly Report, 2024 LOTCIP Solicitation, and Support Letter: Charter Oak Bridge Project Award Application. The Committee acted on TIP Amendments, Transportation Rural Improvement Program (TRIP) Project Priority List, 2023 LOTCIP Solicitation – Draft Project Selections, Adoption of the 2023-2050 Metropolitan Transportation Plan, Conformity with the Clean Air Act for Ozone, and one (1) LOTCIP Funding Increase Request in Southington.

- CRCOG staff distributed the solicitation for Local Transportation Capital Improvement Program (LOTCIP) in December 2022. CRCOG staff received **27 project applications from 22 municipalities**. The solicitation includes \$33.8 million in funding, and \$57.7 million in applications have been received. CRCOG staff has reviewed the applications, and draft rankings have been shared with the Transportation Committee. Staff anticipates that approval of the rankings will be sought from the Policy Board in May.
- Staff continues to advance the following studies: **Capitol Region Roundabout Screening**; Routes 190 and 220 Traffic Impact Study, Enfield; Farmington Area Connectivity Study; TOD Roles, Visioning, Viability, and Tools Analysis; Route 20 Corridor Study, Windsor Locks; East Coast Greenway Gap Closure Study.
- The **Route 44 Corridor Study**, Canton is in the initiation phase. A top-ranked consultant has been identified, and fee negotiations are underway.

## **PUBLIC SAFETY**

- Work on the FY 19 **State Homeland Security Grant Program (SHSGP)** is nearing completion; DEMHS just gave all regions an extension through June. CRCOG has begun work on the FY 20 grant. All open grants include funds for training and exercise, contractual support and sustainment and maintenance of regional equipment. There are set asides for the Hartford Bomb Squad, Capitol Region HAZMAT team, and Metropolitan Medical Response System.
- CRCOG staff participated in the Homeland Security Working Group meeting to determine projects and funding amounts for the FY 23 State Homeland Security Grant Program funds.
- CRCOG staff had the unique opportunity to serve as role players in **West Hartford's Host Community Reception Center Drill** regarding their new role as a host community for the Millstone Nuclear Power Station This was a large drill involving FEMA, DEHMS, Millstone and DEEP.
- CREPC held its quarterly meeting featuring a presentation on the Host Community Drill as well as the After-Action Review of CRCOG's Cybersecurity TTX.
- The Capitol Region **Pre K-12 Emergency Planning Committee** recently met with a presentation by FBI Special Agent Marc LaFrance, who serves as their BAU and Threat Management Coordinator. He discussed his work geared toward individuals who appear to be on the path toward violence, and how the FBI pulls together local police, school officials, and mental health professionals in an effort to assess and then resolve the situation.

- Staff kicked off the planning process for our 3<sup>rd</sup> annual **Region 3 CERT Field Day**. We will hold the event on July 15<sup>th</sup> on the campus of Wesleyan University (home to our region's first campus CERT team).