

**Route 20 Study, Windsor Locks
Technical Advisory Committee Meeting #2
Meeting Notes
April 11, 2023, 12:00pm
Virtual Meeting via Microsoft Teams**

On April 11, 2023, the Route 20 Transportation and Land Use Study (the Study) second Technical Advisory Committee (TAC) Meeting was held virtually via Microsoft Teams with Windsor locks representative, CRCOG staff, CTDOT project team. This meeting was focused on the draft Existing Conditions Memo and discussion on findings. A copy of the PowerPoint slides presented at the meeting and a list of meeting attendees are included for reference.

Discussion Items

1. The meeting began with introductions for meeting attendees. CRCOG then provided a brief opening statement on the Study followed by a public comment request, with none received. The Study Team then presented the Existing Conditions Report to the group .
 - I. Tighe & Bond presented the study approach, major scope items and deliverables, project schedule, current and near-term tasks, previous planning documents, traffic volume data, speed data, traffic operations data, crash data, access management issues, and key roadway/traffic deficiencies.
 - II. VHB presented an overview of existing pedestrian, bicycle, and transit infrastructure, pedestrian/bicycle count data, existing and planned trails, and key pedestrian, bicycle, and transit deficiencies.
 - III. RKG presented an overview of the market analysis which included study area demographics, employment trends, development, land use, and zoning.
 - IV. Tighe & Bond then presented a summary of the results from the online public survey.
2. An open discussion was then held to gain insight and feedback from the attendees on the proposed Study Vision Statement. The following list details the discussion grouped by speaker and a general summary of their comments:
 - I. Shawn DiBella, HartZito Properties, noted recent access issues with properties along Route 75 and suggested that CTDOT should assist in developing solutions to improve safety and access while facilitating development along Route 75.
 - a. Craig Yannes, Tighe & Bond, noted that CTDOT is involved in the study process and the Study Team would like to find a solution. The Study Team will use data to analyze the issues and review all potential solutions with the TAC, CTDOT, CRCOG, and the Town.

- b. Fred Kulakowski, CTDOT Traffic Engineering, noted CTDOT is looking forward to reviewing the recommendations in the subsequent technical memorandums to facilitate brainstorming of potential solutions to provide reasonable access to parcels within the study area.
 - c. Craig Yannes, Tighe & Bond, mentioned that the Study is completing the existing conditions phase and the future conditions phase is ongoing. Following completion of the ongoing future conditions technical memo, a public meeting will be held to present the findings of both the existing and future conditions technical memorandums. Potential alternatives will be developed in Fall 2023.
 - II. Jennifer Valentino, Town of Windsor Locks, Director of Planning & Development, would like “implementation,” “support,” and “realistic” added to the study vision statement.
 - III. Grayson Wright, CTDOT, supports the wording of the study vision statement to ensure that there is a final product that can be implemented, and CTDOT can support moving forward.
 - IV. Craig Yannes, Tighe & Bond, revised the first bullet of the vision statement to add “feasible” and “community supported” and replacing “cost effective,” based on the feedback discussion.
 - V. Craig Yannes, Tighe & Bond, mentioned that comments will be open for two weeks before posting the final version to the Study website.
 - VI. Pramod Pandey, CRCOG, noted the future conditions assessment will include changes in land use based on the results of the future market analysis. He also stated that the vision statement, presentation, and memo will be sent to TAC members for review and comment.
- 3. Craig Yannes, Tighe & Bond, closed the presentation with an overview of the project schedule and next steps for the Study.
- 4. The following list details general comments:
 - I. Jordan Vogt, CTDOT Traffic Operations, mentioned CTDOT previously requested the safety assessment to include analysis using the Connecticut Roadway Safety Management System (CSRMS) system to analyze crashes and compares to similar sites.
 - a. Craig Yannes, Tighe & Bond, responded that the Study Team will investigate CSRMS and review if it is feasible to incorporate.

- II. Neal Cunningham, Town of Windsor Locks, Economic Development Commission, noted that the review of the study area began about 10-12 years ago and inquired what the implementation schedule will be.
 - a. Craig Yannes, Tighe & Bond, responded by noting there are many funding opportunities available now and on-going CTDOT involvement will help to facilitate short-term action.
 - b. Pramod Pandey, CRCOG, noted that there will be short, mid, and long-term projects in the implementation plan to allow for quick action projects.
- III. Pramod Pandey, CRCOG, provided closing comments and reminded the group to send comments over the next two weeks.

A copy of the Existing Conditions Memo can be downloaded [HERE](#). The Existing Conditions Memo Appendices can be downloaded [HERE](#). The PowerPoint presentation can be downloaded [HERE](#).