

**Transportation Technical Advisory Group
November 17, 2014
Final Meeting Minutes**

Participants

TTAG:	Mr. Jeremy Ginsberg, Darien; Mr. James Michel, Greenwich; Mr. Mike Yeosock, Norwalk; Mr. Pete Ratkiewich, Westport; Mr. Mani Poola, Stamford; Mr. Louis Schulman, Norwalk Transit District; Ms. Jennifer Johnson, Westport Transit District;
SWRPA:	Ms. Sue Prosi; Mr. Alex Karman; Mr. Floyd Lapp; Mr. Craig Leiner;
Other:	Ms. Roxane Fromson, CTDOT; Mr. Edward Gentile, Darien; Mr. David Woods, Stamford.

**italics indicate participation via telephone*

At 10:08 a.m. Ms. Susan Prosi called the meeting to order. The meeting was held in Room 206 at Darien Town Hall, 2 Renshaw Road, Darien CT 06820.

1. TTAG Meeting Minutes: October 8, 2014

The meeting minutes were approved unanimously following a motion by Mr. Mani Poola and a second by Mr. James Michel.

2. Public Involvement

There were no members of the public present.

3. South Western Region Long Range Transportation Plan Update 2015

Mr. Alex Karman reported that the Western Connecticut Council of Governments (WCCOG) staff (formerly SWRPA staff) is updating the *South Western Region Long Range Transportation Plan 2011-2040 (LRTP)*. The *LRTP*, last published in 2011, is a blueprint for transportation investment over a twenty-five year period. The *LRTP* highlights the projects and strategies necessary to maintain the Region's transportation system in a state of good repair. It also recommends new projects and strategies that will help the Region meet future demand for transportation.

As part of the *LRTP* update to 2015-2040, WCCOG staff will solicit input from municipal officials and transportation service providers about the content of the Plan. Over the next few months, WCCOG staff will reach out to TTAG members to schedule meetings. Stakeholders will have an opportunity to provide input on *LRTP*'s narrative content as well as the list of recommended projects. The general public will be provided a chance to give their input in 2015.

For this update, Connecticut Department of Transportation (CTDOT) has directed the regions to make only minor updates. As a consequence, the format and content of the *2015 LRTP* will be similar to the *2011 LRTP* with some changes in order to meet the latest Federal requirements and to keep the Plan content current. THE *2015 LRTP* will include the latest available demographic and travel data, narrative updates, a revised project list, and a new section related to performance measures. A basic requirement is that the Plan be financially constrained. The Plan update schedule is:

2014

- October – CTDOT initiated Air Quality Conformity modeling
- November – Begin outreach to municipalities and transit providers; begin drafting document
- December – Continue outreach to municipalities; draft project list; continue drafting document

2015

- January – Public outreach; continue drafting document; develop financial plan; begin equity review
- February – Complete first draft of document; staff review; complete equity review
- March – TTAG presentation; MPO presentation and beginning of thirty day review; public outreach
- April – South Western Region MPO Endorsement (by April 30, 2015)
- June – Final FHWA/FTA/EPA review (by June 16, 2015)

4. CTOPM TOD Planning Grant Applications

Ms. Prosi advised that only the City of Stamford applied for the CT OPM TOD Planning Grant. As required by the grant guidelines, the Western CT COG will be asked to issue a resolution of support at its November 20, 2014 meeting. Ms. Prosi then introduced Mr. David Woods, Principal Planner for Stamford, who described the *Stamford East Main Street TOD Implementation Plan*. This initiative will further develop the findings of the *Stamford East Main Street Transit Node Feasibility Study* (2013). The TOD study will pursue opportunities to improve transit and promote transit-oriented development in the East Main Street neighborhood. The objectives are to: increase economic resiliency and diversity; maintain the character of residential neighborhoods; create an affordable housing management strategy; integrate residential, commercial and employment centers within one-half mile or walking distance of the Stamford East Main Street Center; and, increase connectivity to the Stamford Transportation Center and the Glenbrook rail station.

5. South Western Region Planning Study Applications*

SWRPA received two planning study proposals that have been forwarded to CTDOT for review. Each region is required to set priorities for proposals received and no more than two proposals can be submitted each year. The proposed projects were described by Darien and Stamford described and answered questions from the TTAG. The importance of each proposal was recognized, and factors such as funding equity, the ability to translate the study into action, the limited availability of STP-Urban and LOTCIP were considered. Dr. Floyd Lapp recommended that project selection and priority criteria be developed for future use. The TTAG decided to set a maximum funding level of \$250,000 for planning studies. Stamford agreed to reduce the Stamford Bicycle and Pedestrian funding request to \$250,000. Darien agreed to increase the Noroton Heights Train Station Access Study funding to \$250,000. Each town agreed with the proposed regional priorities which assigned first priority to Darien and second priority to Stamford.

The motion to approve the planning project proposal priorities and funding amounts was made by Mr. Peter Ratkiewich and seconded by Mr. Michel. The motion carried unanimously. The MPO will be apprised of the recommendation and will be asked to endorse the following resolution.

Resolution #2014-018 South Western Region Planning Study Proposal Priorities

1. Darien Noroton Heights Train Station Access Study \$250,000
2. Stamford Bicycle and Pedestrian Plan \$250,000

6. Western CT COG Status Report

Western CT COG held its first meeting on October 23, 2014 in Ridgefield. The second meeting is scheduled for November 20, 2014 in Wilton. The November COG meeting will deal with administrative and financial matters, election of officers, the 2015 COG meeting schedule, and a resolution of support for the Stamford TOD Planning Study application. The Western CT COG legislative meeting is scheduled for December 11, 2014. The legislative agenda will be discussed at the COG meeting and refined by a legislative committee.

7. New Business

7a. Upcoming Meetings

Mr. Schulman's retirement event on November 19, 2014, the Western CT COG and SWRMPO meetings on November 20, 2014, and the Western CT COG legislative breakfast on December 11, 2014 at 9:00 a.m. in Ridgefield were cited. The TTAG is welcome to attend.

7b. 2015 MPO and TTAG Schedule

The 2015 schedules of meetings for the Western CT COG and South Western Region MPO are still being developed. The 2015 TTAG meeting schedule will be developed in consultation with the TTAG after the COG and SWRMPO meetings are set on November 20, 2014.

8. STP-Urban and LOTCIP Program Status

The TTAG discussed the STP-Urban report dated October 20, 2014. The TTAG supported the revised estimate for the Greenwich Sound Beach Bridge and Intersection Improvement Project. Ms. Prosi will inform CTDOT so that a CTDOT LOTCIP commitment letter can be issued. Finally, Ms. Prosi encouraged STP & LOTCIP Working Group members to participate in the November 25, 2014 meeting of CTDOT and South Western Region staff which will discuss the programs.

Because agenda item #9 was a Request for Qualifications (RFQ), the TTAG meeting was adjourned and an executive session was convened for purposes of reviewing the RFQ was convened.

9. Request for Qualifications for Consultant Services

Mr. Karman led a discussion of the draft RFQ. Comments are to be sent to Mr. Karman. The executive session adjourned.

The TTAG meeting reconvened and the TTAG meeting was adjourned at 12:30 p.m.

The minutes were approved by the TTAG on January 6, 2015.