

**Transportation Technical Advisory Group
March 12, 2015
Meeting Minutes**

Participants

TTAG:	Mr. James Michel, Greenwich; Mr. Mike Yeosock, Norwalk; Mr. Pete Ratkiewich, Westport; Mr. Mani Poola, Stamford; Mr. Jeremy Ginsberg, Darien; Ms. Kimberlee Morton, Norwalk Transit District; Mrs. Jennifer Johnson, Westport Transit District;
WestCOG:	Ms. Sue Prosi; Mr. Alex Karman;
Other:	Ms. Roxane Fromson, CTDOT.

Ms. Sue Prosi called the meeting to order at 9:10 a.m. The meeting was held at Darien Town Hall Room 119.

1. TTAG Meeting Minutes: January 6, 2015*

The meeting minutes were approved after revised following a motion by Mr. Michael Yeosock and a second by Mr. James Michel. Mr. Mani Poola abstained because he was not at the January meeting.

2. Public Involvement

There were no members of the public present.

3. FY2015 South Western Region Unified Planning Work Program (UPWP) Adjustments*

Ms. Prosi advised that the FY2015 Unified Planning Work Programs (UPWPs) of the South Western Region and the Housatonic Valley Region would be revised to take into account changes attributable to the merger of the two regions into the Western CT Council of Governments. The UPWP adjustments will: revise the staff listing to identify the COG staff roster; adjust the burden fringe and overhead rate; and, for the South Western Region UPWP will note the possibility of using the Housatonic Transit District (HART) planning staff to perform some transit grant coordination similar to tasks they perform for the Housatonic Region. The COG will also be identified as the “transportation planning agency” for the South Western and Housatonic Regions replacing SWRPA and HVCEO which no longer exist. Comments were provided by Ms. Kimberlee Morton and Mrs. Jennifer Johnson. Ms. Morton does not support having HART do transit planning for the South Western Region because of a potential conflict of interest. Mrs. Johnson is opposed to the merger of the South Western and Housatonic Valley Regions, and does not support designation of the Western CT Council of Governments (WestCOG) as the transportation planning agency. The motion to approve Resolutions#2015-002 and #2015-003 was made by Mr. Poola and seconded by Mr. Michel. Voting “yea” to both were Mr. Michel, Mr. Yeosock, Mr. Ratkiewich, and Mr. Ginsberg. Ms. Morton supported Resolution #2015-002 and abstained from voting on Resolution #2015-003. Mrs. Johnson voted against both resolutions.

4. South Western Region Long Range Transportation Plan Update 2015

Mr. Alex Karman described the update of the *South Western Region Long Range Transportation Plan 2011-2040 (LRTP)* to 2015-2040. The Western Connecticut Council of Governments (WestCOG) has prepared a draft update to the South Western Region Long Range Transportation Plan (LRTP). The LRTP, last adopted 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.

In 2014, the Housatonic Valley Council of Elected Officials (HVCEO) and South Western Regional Planning Agency (SWRPA) consolidated under state law to form the WCCOG. This consolidation did not affect the two federally designated Metropolitan Planning Organizations (MPOs) associated with each

organization, which exist today as separate boards. Therefore, this LRTP covers the eight municipalities represented by the South Western Region MPO. The Housatonic Region LRTP covers the ten municipalities in the Housatonic Region MPO and is also being updated.

Because of the changes to the state's regional planning organizations, Connecticut Department of Transportation (CTDOT) has directed all COGs to make only *minor* updates to their long range plans. Therefore, the format and content of the 2015 LRTP is similar to that of the 2011 LRTP with edits necessary to meet the latest Federal requirements as well as to keep the content current. For instance, the 2015 Plan will include the latest available demographic and travel data, narrative updates, a revised project list, and references to performance management requirements under MAP-21.

Draft 2015 LRTP Updates

The edits to the draft 2015 LRTP include:

- Merger: A brief narrative describing the formation of WCCOG from the consolidation of HVCEO and SWRPA as well as the status of the respective MPO boards.
- MAP-21: Reference to new rules under MAP-21, including performance management requirements.
- Demographic and travel data: Latest available population, demographic, employment, and travel data.
- Updated narrative describing the region's land use, economy development prospects, and the environment.
- Updated narrative describing the region's transportation system, the challenges it faces over the next quarter century, and recommendations to meet those challenges.
- Updated project list.
- Updated funding and financial information.

Public Involvement and South Western Region TTAG and MPO Review and Approval

The draft LRTP will be available for public review during a thirty-day public review period tentatively scheduled to begin on April 1, 2015. The public review period will begin after CTDOT has issued the air quality conformity from CTDOT, which is scheduled for March 31, 2015. During the public review period, WCCOG will post the draft document to its website and hold one or more public meetings. To meet the CTDOT and USDOT deadline of April 30, 2015 for Metropolitan Planning Organization endorsement of the LRTP updates, CTDOT has advised regions to approve the LRTP update and air quality conformity contingent on receipt of no major adverse impacts. This results in scheduling SWRMPO action at the April 16, 2015 meeting.

5. STP-Urban and LOTCIP Status Report – February 23, 2015

The TTAG reviewed the STP Urban program report issued February 23, 2015. December 11, 2014. The importance of submitting one page project concepts to Ms. Prosi was noted.

Ms. Prosi advised that the sponsors of CMAQ candidate projects would meet after the TTAG meeting to review projects and set priorities. The SWRMPO will have to endorse the South Western Region CMAQ priorities at the April 16, 2015 meeting.

6. Information Items

6a. Upcoming Meetings

3/19/15 12:00 noon Western CT COG – New Milford Town Hall
3/19/15 8:15 a.m. South Western Region MPO – WestCOG Stamford Office
3/31/15 10:00 a.m. TTAG – Darien Town Hall (this was subsequently rescheduled to 4/6/15 at WestCOG Stamford office)

The TTAG March 31, 2015 meeting may provide telephone participation with the place of meeting WestCOG Stamford offices.

6b. 2015 South Western Region MPO and TTAG Schedule

Ms. Prosi reviewed the schedule which currently has SWRMPO meetings as teleconferences when the COG meets in the Housatonic Valley Region, and meetings at 1:30pm following COG meetings held in the South Western Region.

6c. 2015 Western CT COG Schedule

The COG schedule was reviewed.

6d. Governor's Transportation Plan – Let's Go CT

The 5 Year Ramp Up and 30 Year Plan were discussed briefly and copies were circulated. The documents are available on the CTDOT website.

6e. CTDOT MPO Reorganization Report

The CTDOT MPO Reorganization report was issued. Ms. Prosi and Ms. Roxane Fromson described the report as a status report without recommendations regarding MPO consolidation. Several people requested copies and Ms. Prosi asked that they send her an email request.

6f. Bicycle and Pedestrian Update

Mr. Karman advised that WestCOG was working with the City of Stamford and others for "Bike to Work" day on May 15, 2015 which is expanded to Bike to Work Week in Stamford.

Mr. Karman described the USDOT Mayor's Challenge. He noted that Stamford has taken the challenge and encouraged other towns to join.

Ms. Prosi advised that the **CTDOT Bicycle and Pedestrian Advisory Board 2014 Report** was issued and is available on the CTDOT website at: <http://www.ct.gov/dot/cwp/view.asp?a=1373&Q=561874>

7. Adjournment

The meeting was adjourned at 10:16 a.m.

Meeting Minutes Approved by TTAG on April 6, 2015

SOUTH WESTERN REGION

TRANSPORTATION TECHNICAL ADVISORY GROUP

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TTAG AGENDA – MARCH 12, 2015 9:00 a.m.

Location: Darien Town Hall – Room 119
2 Renshaw Road, Darien, CT 06820

1. **South Western Region TTAG Minutes – January 6, 2015** * (pages 1-4)
2. **Public Involvement** – *Comments and questions from the public are welcome at this time.*
3. **FY2015 South Western Region Unified Planning Work Program UPWP Adjustments*** (page 5)
Adjustments to the FY2015 UPWP are recommended to reflect the change from SWRPA administration to Western CT COG administration.
Resolution #2015-002 Designation of WCCOG as the Transportation Planning Agency (page 6)*
Resolution #2015-003 South Western Region Unified Planning Work Program Adjustments (page 7)*
4. **South Western Region Long Range Transportation Plan Update*** (page 8)
As required by CTDOT and USDOT, the South Western Region Long Range Transportation Plan 2011-2040 is being updated to the years 2015-2040. The changes between the approved 2011 Plan and the proposed 2015 Plan are identified in agenda item #5 and will be discussed at the TTAG meeting. TTAG comments will be provided to the SWRMPO.
5. **STP-Urban and LOTCIP Status Report – February 23, 2015** (pages 9-13)
6. **Information Items**
 - a. **Upcoming Meetings**

3/19/15	12:00 noon	Western CT COG – New Milford Town Hall
3/19/15	8:15 a.m.	South Western Region MPO – WCCOG Stamford Office
3/21/15	10:00 a.m.	TTAG – Darien Town Hall
 - b. **2015 South Western Region TTAG and MPO Schedule** (page 14)
 - c. **2015 Western CT COG Schedule** (page 15)
 - d. **Governor’s Transportation Plan – Let’s Go CT**
The 5 Year Ramp Up and 30 Year Plan documents will be distributed at the meeting. The documents are available on the CTDOT website.
 - e. **CTDOT MPO Reorganization Report**
The CTDOT report will be discussed by the COG at an upcoming meeting.
 - f. **Bicycle and Pedestrian Update**
 1. **Bike to Work Day May 15, 2015**
 2. **USDOT Mayors Challenge** (page 16)
 3. **CTDOT Bicycle and Pedestrian Advisory Board 2014 Report**
The report is available on the CTDOT website at:
<http://www.ct.gov/dot/cwp/view.asp?a=1373&Q=561874>
9. **Adjournment** * *Action Item*

For language assistance or other accommodations, contact Western Connecticut Council of Governments at least five business days prior to the meeting at help@westernctcog.org.

Para asistencia con el idioma y otras adaptaciones, por favor póngase en contacto con Western Connecticut Consejo de Gobiernos por lo menos cinco días hábiles antes de la reunión al help@westernctcog.org