
SOUTH WESTERN REGION METROPOLITAN PLANNING ORGANIZATION

DARIEN • GREENWICH • NEW CANAAN • NORWALK • STAMFORD • WESTON • WESTPORT • WILTON
888 WASHINGTON BOULEVARD • STAMFORD, CT 06901 • (203) 316-5190 • FAX (203) 316-4995

SWRMPO AGENDA – NOVEMBER 19, 2015 at 8:15 am

Location: WestCOG Stamford Office
Stamford Government Center – 3rd Floor
888 Washington Blvd
Stamford, CT 06901

1. **South Western Region MPO Minutes – October 22, 2015** * (*pages 1-2*)
2. **Public Involvement** – *Comments and questions from the public are welcome at this time.*
3. **Transportation Improvement Program: FFY2015-2018*** (*pages 3-5*)
Amendment of the TIP is requested by CTDOT and the Town of Greenwich.
Resolution #2015-017* FFY2015-2018TIP Endorsement* (*page 4*)
4. **FFY16-17 Unified Planning Work Program (UPWP) Amendments*** (*pages 6-10*)
Resolution #2015-018* FFY2016-2017 UPWP Amendments (*page 10*)
5. **Information Items**
 - a. **Upcoming Meetings**

11/19/15	11:30 a.m.	Housatonic Valley MPO – Danbury City Hall
11/19/15	12:00 noon	Western CT COG – Danbury City Hall
12/1/15	10:00 a.m.	TTAG – Darien Town Hall (<i>if needed</i>)
12/17/15	1:30 p.m.	South Western Region MPO – Weston Town Hall (<i>includes election of MPO officers</i>)
 - b. **Other**
6. **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.

**South Western Region
Metropolitan Planning Organization
October 22, 2015
Draft Meeting Minutes**

Chief Elected Officials:	Hon. William Brennan, Wilton; Hon. Gayle Weinstein, Weston; Hon. Jayme Stevenson, Darien; Hon. Robert Mallozzi, New Canaan; Hon. James Marpe, Westport; Hon. David Martin, Stamford;
Transit District Officials:	Mrs. Kimberlee Morton, Norwalk Transit District; Mr. Mani Poola, Stamford Transit District; Mrs. Jennifer Johnson, Westport Transit District
Official Voting Members:	Ms. Elizabeth Stocker (for Hon. Harry Rilling, Norwalk);
WestCOG:	Mr. Francis Pickering, Executive Director; Ms. Sue Prosi, Sr. Transportation Manager; Mr. Rob Sachnin, Sr. Planner; Ms. Elizabeth Esposito, Associate Planner;
CTDOT:	Mrs. Roxane Fromson, Supervising Transportation Planner, CTDOT;
USDOT:	No one
Other:	Mr. Michael Pollard, Stamford; Mr. Joshua Benson Stamford Transportation; Ms. Tracey Alston, EVERSOURCE; Mr. Richard Schreiner, HART.

Mr. William Brennan called the meeting to order at 2:10 pm. The place of meeting was the Stamford Government Center, 888 Washington Blvd., Stamford, CT 06901.

1. South Western Region MPO Minutes – August 20, 2015*

Mr. William Brennan made a motion to approve the August 20, 2015 minutes, the motion was seconded by Mr. Robert Mallozzi and carried unanimously. Mr. William Brennan abstained from voting.

2. Public Involvement

There were no comments from the public.

3. Transportation Improvement Program FFY2015-2018*

Ms. Sue Prosi provided background on the CTDOT requested TIP amendment for Project 125-325 Route 1 Bridge over I-95 noting the change in year and funding. Ms. Prosi explained the proposed project will not accommodate future widening of I-95. The TTAG discussion and request for additional information from CTDOT was described. In response to this request, CTDOT provided additional project information and discussed the project with the City of Stamford. The outcome was that the City of Stamford agreed to approve the project as proposed.

Mayor David Martin stated that improvements to I-95 and Metro-North were priorities. The Mayor expressed his disappointment the widening of I-95 would not proceed with design and construction in the near term, and concern that the abutments of the Route 1 project over I-95 would have to be replaced for I-95 widening.

Mrs. Gayle Weinstein asked if the associated bridge abutments could be retrofitted at a later time, to allow for a future widening. Mayor Martin responded that this was unlikely given the design of the Route 1 bridge project.

Mrs. Weinstein made a motion to approve **Resolution #2015-016 FFY2015-2018 TIP Endorsement – October 2015**. Mr. Mallozzi seconded the motion and the motion passed unanimously.

4. Information Items

4a. Upcoming Meetings

Mr. Brennan informed the group of the upcoming meetings, which were included on the agenda.

4b. TTAG Meeting Minutes – October 6, 2015

Ms. Prosi referenced the October 6, 2015 TTAG minutes, indicating their function in providing the SWRMPO reference regarding the requested TIP amendment discussed above in Section 3.

4c. Other

Mayor Martin introduced Mr. Joshua Benson who is Stamford's new Transportation Bureau Chief. Mayor Martin also acknowledged the upcoming retirement of Mr. Mani Poola, Stamford Traffic Engineer and thanked him for his service and expertise.

On behalf of the SWRMPO and the TTAG, Mr. Brennan presented Mr. Poola with a certificate of appreciation from the region. Mr. Brennan thanked Mr. Poola for his participation in the South Western Region transportation planning program as Stamford's representative to the technical and policy committees and wished Mr. Poola a happy and healthy retirement.

On behalf of the Connecticut Department of Transportation presented a retirement card to Mani Poola and wished him a happy and healthy retirement. She stated that she, and many others at the Department, felt that Mr. Poola was a pleasure to work. She thanked him for his dedication and professionalism in carrying out his responsibilities.

5. Adjournment

The MPO meeting was adjourned at 2:34 pm on a motion by Mr. William Brennan. The motion was seconded by Mr. Mallozzi and carried unanimously.

FFY2015-2018 Transportation Improvement Program (TIP)*

MPO Action Requested:

- Review and endorsement of FFY2015 TIP amendments and actions using SWRMPO Resolution #2015-017.

Background

The FFY2015-2018 South Western Region TIP was endorsed by the MPO on October 23, 2014. The TIP was incorporated into the larger Statewide TIP, which was approved by USDOT and EPA on January 21, 2015.

Amendments

WestCOG has received CTDOT requests for the following FHWA and FTA TIP amendments:

FHWA and FTA Amendments (SWRTIP#A2015-008)

0056-0305 – Replace Bridge #1872 over Greenwich Creek

CTDOT has proposed two project amendments to an existing project along Route 1 where it crosses Greenwich Creek. The first proposed amendment seeks to move the final design portion of the engineering phase from fiscal year (FY) 15 to FY16, which is the current fiscal year. There is no change in cost and the change was necessitated in order to design the new bridge to 100-year flood standards and conduct additional outreach to neighboring homeowners. The second amendment includes programming for right-of-way (ROW) phase in the amount of \$200,000. The project remains on schedule.

Region	FACode	Proj#	AQCd	Rte/Sys	Town	Description	Phase	Year	Tot\$(000)	Fed\$(000)	Sta\$(000)	Loc\$(000)
01	STPB	0056-0305		X6	RT 1	GREENWICH	REPLACE BR 01872 OVER GREENWICH CREEK	FD	2016	175	140	35
01	STPA-BRX	0056-0305		X6	RT 1	GREENWICH	REPLACE BR 01872 OVER GREENWICH CREEK	ROW	2016	200	160	40

AQC X6 = exempt

0400-XXXX – CT Transit Systemwide Bus Replacements

CTDOT has proposed three amendments to regarding the replacement of CT Transit buses systemwide. The amendments serve to replace older buses that are anticipated to have reached the end their useful life. Approximately 260 buses have been identified for replacement and will be replaced with hybrid diesel-electric buses. As the new buses arrive, older contingency vehicles will be cycled out and replaced with the “newer” older buses.

Region	FACode	Proj#	AQCd	Rte/Sys	Town	Description	Phase	Year	Tot\$(000)	Fed\$(000)	Sta\$(000)	Loc\$(000)
1,5,8,10	5339	0400-XXXX		X6	CTTRANSIT	VARIOUS	CTTRANSIT SYSTEMWIDE BUS REPLACEMENTS	ACQ	2016	6,700	5,360	1,340
1,5,8,10	5339	0400-XXXX		X6	CTTRANSIT	VARIOUS	CTTRANSIT SYSTEMWIDE BUS REPLACEMENTS	ACQ	2017	6,700	5,360	1,340
1,5,8,10	5339	0400-XXXX		X6	CTTRANSIT	VARIOUS	CTTRANSIT SYSTEMWIDE BUS REPLACEMENTS	ACQ	2018	6,700	5,360	1,340

Attachments

- Resolution #2015-017 FFY2015-2018 TIP Endorsement

SOUTH WESTERN REGION

METROPOLITAN PLANNING ORGANIZATION

DARIEN • GREENWICH • NEW CANAAN • NORWALK • STAMFORD • WESTON • WESTPORT • WILTON
888 WASHINGTON BOULEVARD • STAMFORD, CT 06901 • (203) 316-5190 • FAX (203) 316-4995

RESOLUTION #2015-017 Resolution to Endorse the South Western Region FY2015-2018 Transportation Improvement Program

- WHEREAS:** Present federal regulations governing federal transportation assistance in urban areas prescribe that a Transportation Improvement Program be structured for each urban area which realistically balances need and financial resources over a four year period; and
- WHEREAS:** The *South Western Region FFY2015-2018 Transportation Improvement Program (TIP)* has been reviewed by the transportation technical and policy boards as well as the public.
- WHEREAS:** The projects are consistent with the *South Western Region Long Range Transportation Plan 2015-2040*, and are financially constrained.
- WHEREAS:** The projects meet the conformity requirements of the Clean Air Act
- *Connecticut Department of Transportation Ozone Air Quality Conformity Determination; of the 2015 Regional Transportation Plans and the FFY 2015-2018 Transportation Improvement Programs for the Connecticut Portion of the New York-Northern New Jersey-Long Island, NY-NJ-CT Ozone Nonattainment Area and the Greater Connecticut Ozone Nonattainment Area, March 2015, and*
 - *Connecticut Department of Transportation PM 2.5 Air Quality Conformity Determination; of the 2015 Regional Transportation Plans and the FFY 2015-2018 Transportation Improvement Programs for the Connecticut Portion of the New York-Northern New Jersey-Long Island, NY-NJ-CT area PM_{2.5} Attainment/Maintenance Area, March 2015.*
- WHEREAS:** The TIP is based on a continuing, comprehensive transportation process carried on cooperatively by the State, MPO, and transit operators in accordance with the provisions of 23 U.S.C. 134 and section 8 of the Federal Transit Act (49 U.S.C. app. 1607).

Now therefore, be it resolved, that the Metropolitan Planning Organization hereby:

Endorses the *South Western Region FFY2015-2018 Transportation Improvement Program (TIP)*.

This resolution is effective November 19, 2015.

Date: November 19, 2015.

William Brennan, Chairman

Resolution #2015-017

[illegible]

FY2016 and FY2017 South Western Region Unified Planning Work Program Amendments*

SWRMPO Action Requested:

- Approve amendment of the ***FY2016 & FY2017 South Western Region Unified Planning Work Program*** amendments to incorporate the Norwalk Transit District Facility Needs Assessment and Comprehensive Operational Analysis. All transportation studies regardless of sponsor are required to be included in a MPO's Unified Planning Work Program – **Resolution #2015-018.**

Overview

Amendment of the ***FY2016 & FY2017 South Western Region Unified Planning Work*** is requested by Norwalk Transit District and the Federal Transit Administration as prerequisites to approval of the FTA grant for the Norwalk Transit District Facility Needs Assessment and Comprehensive Operational Analysis studies. The request is reasonable and complies with the USDOT metropolitan planning regulations which require all studies irrespective of sponsor or funding source to be included the applicable MPO's UPWP.

Key Points

- The Norwalk Transit District studies were approved as TIP amendments by the South Western Region MPO (SWRMPO) on July 16, 2015 for funding under STP-B with a transfer to FTA 5307, and later added by CTDOT to the Statewide TIP.
- The Norwalk Transit District will administer the projects:
 - Facility Needs Assessment: \$350,000 (\$280,000 federal, \$70,000 state)
 - Comprehensive Operational Assessment \$400,000 (\$320,000 federal, \$80,000)
- The ***FY2016 & FY2017 South Western Region Unified Planning Work Program*** was approved by the SWRMPO on May 21, 2015 before the funding for Norwalk Transit District studies was secured and added to the South Western Region TIP and the Statewide TIP. The UPWP must be amended to include the Norwalk Transit District studies.
- Execution of the FTA grant to Norwalk Transit District for the studies is contingent on amendment of the UPWP.
- The studies will benefit the Norwalk Transit District, the Westport Transit District, and the various services and towns served by Norwalk Transit District, including: Greenwich commuter shuttles, Town to Town, the ADA companion services in Norwalk, Stamford, and Westport, and Stamford Senior Transportation services. The studies will develop multi-year capital and operating plans with identified priorities and financial needs.
- There are no negative fiscal impacts on the South Western Region MPO or its participants. The studies are fully funded by federal funds (80%) and state funds (80%).

UPWP Amendments for the Norwalk Transit District Studies

Project descriptions for the two studies will be added into the ***FY2016 & FY2017 South Western Region UPWP*** in Task 3.4 Technical Studies by Others. The project descriptions are attached.

Resolution #2015-018 – approves the South Western Region FY 2016 and FY2017 Unified Planning Work Program Amendments for Norwalk Transit District Studies

Attachments – Additions to the FY2016 & FY2017 South Western Region UPWP

- Norwalk Transit District Facilities Needs Assessment – Task 3.4.1
- Norwalk Transit District Comprehensive Operational Analysis – Task 3.4.2

Task 3.4 Technical Studies by Others

There are two technical studies by the Norwalk Transit District.

Project 3.4.1

Project: **Norwalk Transit District Facilities Needs Assessment**
Sponsor: **Norwalk Transit District**
Funding Source: **FTA 5307**
FTA Project #: **CT-95-X020**

Project Description

This project will evaluate the Norwalk Transit District (NTD) facility condition and needs and develop detailed program of projects to achieve a state of good repair and operational efficiency. The existing NTD facility was built in 2001. At 15 years of age, both major and minor maintenance is required for the maintenance and office areas. The NTD fleet has expanded from 60 to more than 80 vehicles which strain the current site's fleet maintenance and storage capabilities.

The study will include, but not be limited to: review of storage and circulation space for vehicles in fleet and the associated maintenance requirements; introduction of new technologies into the facility; assessment of current building systems; development of recommended improvements and preliminary engineering and design schematics and cost estimates. The study will serve as the basis for future expansion and to establish an on-going State of Good Repair maintenance program

Study Framework

The study will be administered by Norwalk Transit District in cooperation with the CT Department of Transportation. Consultant services will be retained and will follow FTA and Norwalk Transit District procurement procedures.

Schedule

The study will be initiated in FY2016 and completed in FY2017.

Budget

Funding Sources

FTA 5307	\$280,000
State	\$ 70,000
Total	\$250,000

Project 3.4.2

Project: Norwalk Transit District Comprehensive Operational Analysis
Sponsor: Norwalk Transit District
Funding Source: FTA 5307
FTA Project #: CT-95-X020

Project Description

The Norwalk Transit District (NTD) comprehensive operational analysis (COA) will be the first in over 30 years. The COA will help to address the challenges and opportunities that economic growth, residential and commercial development, and demographic changes that Norwalk, Westport and the NTD service area are experiencing.

The COA will develop a multi-year plan to optimize service, efficiency, safety and reliability within existing or projected financial resources. The COA will provide a comprehensive program of changes for the service network, on-time performance, customer service, effective use of technology, and fare policies. A multi-year service plan will be created and performance standards will be established.

The COA will:

- Collect data on NTD's (inclusive of Westport) fixed route services to provide a comprehensive understanding of the existing services, including ridership patterns, operating conditions and service performance.
- Review all existing routes including but not limited to design, running times, layover points, time points and both passenger and operator schedules to determine operational efficiency.
- Review passenger levels by time period, with an emphasis on late evening and weekend service.
- Delineate areas where there is likely demand for new service, with recommendations as to routes, schedules and type of equipment needed to operate the service.
- Determine public perception and image through market research techniques, i.e. telephone survey.
- Relate service changes to current and potential funding levels.
- Develop performance measures/standards.
- Conduct peer analysis – How does NTD and WTD compare to other transit systems in terms of its performance standards? How does NTD and WTD compare to other transit systems in terms of fares charged for the service provide? Identify opportunities for regional services and system coordination opportunities.
- Prepare a COA report with multi-year recommendations, priorities and a financial plan.
- Engage the public and policy makers throughout the COA development process.

Study Framework

The study will be administered by Norwalk Transit District in cooperation with the CT Department of Transportation. Consultant services will be retained and will follow FTA and Norwalk Transit District procurement procedures.

Schedule

The study will be initiated in FY2016 and completed in FY2017.

Budget**Funding Sources**

FTA 5307	\$320,000
State	\$ 80,000
Total	\$400,000

SOUTH WESTERN REGION METROPOLITAN PLANNING ORGANIZATION

DARIEN • GREENWICH • NEW CANAAN • NORWALK • STAMFORD • WESTON • WESTPORT • WILTON
888 WASHINGTON BOULEVARD • STAMFORD, CT 06901 • (203) 316-5190 • FAX (203) 316-4995

**RESOLUTION #2015-018 Resolution to Approve the South Western Region
FY2016 and FY2017 Unified Planning Work Program
Amendments**

**Be it resolved that the South Western Region Metropolitan Planning Organization (MPO)
approves:**

***The South Western Region FY2016 and FY2017 Unified Planning Work Program amendment of
Task 3.4 Technical Studies by Others to include:***

- Norwalk Transit District Facility Needs Assessment
- Norwalk Transit District Comprehensive Operational Analysis

This resolution is effective **November 19, 2015.**

Date: November 19, 2015.

By:

William Brennan
Chairman