
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 – DECEMBER 17, 2015 at 1:30 pm

**Location: Weston Town Hall
56 Norfield Road
Weston, CT 06883**

1. **Election of Officers***
2. **South Western Region MPO Minutes – November 19, 2015** * (pages 1-3)
3. **Public Involvement** – *Comments and questions from the public are welcome at this time.*
4. **FFY16-17 Unified Planning Work Program (UPWP) Amendments*** (pages 4-6)
Resolution #2015-019* FFY2016-2017 UPWP Amendments (page 6)
5. **Information Items**
 - a. **Upcoming Meetings**

1/11, 1/12, or 1/13/16	10:00 a.m.	TTAG – Location TBD
1/21/16	12:00 noon	WestCOG – Ridgefield Library (<i>SWRMPO will also meet on 1/21/16 if needed</i>)
2/2/16	10:00 a.m.	TTAG – Darien Town Hall (<i>if needed</i>)
 - b. **CTDOT Programs & Studies**
 - Community Connectivity Program
 - Statewide Studies: Bus, Paratransit, Aviation, Rail
 - South Western Region Specific: Fairfield County Bus Rapid Transit
 - c. **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
November 19, 2015
Draft Meeting Minutes**

Chief Elected Officials:	<i>Hon. William Brennan, Wilton; Hon. Jayme Stevenson, Darien; Hon. Robert Mallozzi, New Canaan; Hon. James Marpe, Westport; Hon. Peter Tesei, Greenwich; Hon. Nina Daniel, Weston;</i>
Transit District Officials:	<i>Ms. Kimberlee Morton, Norwalk Transit District; Mr. Josh Benson, Stamford Transit District;</i>
Official Voting Members:	None
WestCOG:	<i>Mr. Francis Pickering, Executive Director; Ms. Sue Prosi, Sr. Transportation Manager; Mr. Rob Sachnin, Sr. Planner;</i>
CTDOT:	<i>Mrs. Roxane Fromson, Supervising Transportation Planner, CTDOT;</i>
USDOT:	None
Other:	<i>Mr. Michael Pollard, Stamford.</i>

Participating via phone

Mr. William Brennan called the meeting to order at 8:15am. The place of meeting was the Stamford Government Center, 888 Washington Blvd., Stamford, CT 06901.

1. South Western Region MPO Minutes – October 22, 2015*

Mr. William Brennan made a motion to approve the October 22, 2015 minutes with a revision to add “Ms. Roxane Fromson” to the first sentence of the third paragraph. The motion was seconded by Mr. Robert Mallozzi and carried. Mr. Peter Tesei abstained as he was not present during the October meeting.

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 amendments for Project 56-305, involving a bridge replacement along Route 1 in Greenwich. 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	0
01	STPA-BRX	0056-0305	X6	RT 1	GREENWICH	REPLACE BR 01872 OVER GREENWICH CREEK	ROW	2016	200	160	40	0

AQC X6 = exempt

She also explained three proposed CTDOT amendments pertaining to project 400-XXXX, which involved the systemwide replacement of CT Transit buses. 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	0
1,5,8,10	5339	0400-XXXX	X6	CTTRANSIT	VARIOUS	CTTRANSIT SYSTEMWIDE BUS REPLACEMENTS	ACQ	2017	6,700	5,360	1,340	0
1,5,8,10	5339	0400-XXXX	X6	CTTRANSIT	VARIOUS	CTTRANSIT SYSTEMWIDE BUS REPLACEMENTS	ACQ	2018	6,700	5,360	1,340	0

AQC X6 = exempt

As a point of clarification, Ms. Jayme Stevenson asked about a local match depicted in the TIP summary sheet, which was an error as there was no local match required for all of the proposed TIP amendments for Projects 56-305 and 400-XXXX. Following this confirmation and a request for the minutes to reflect the correct financial details (no local match), Mr. Brennan made a motion to approve **Resolution #2015-017 FFY2015-2018 TIP Endorsement**. Mr. Pollard seconded the motion and it passed unanimously.

4. FFY16-17 Unified Planning Work Program (UPWP) Amendments*

Ms. Prosi described the two Norwalk Transit District (NTD) studies to be amended to the UPWP. She mentioned the projects were already programmed on the TIP, and this effort was required in order for NTD to receive FTA funding for the project. She also added that these studies would have positive impacts to Westport and Greenwich Transit Districts.

Mr. Jim Marpe asked about the relevance of the NTD studies to the Westport Bus Study, Ms. Prosi explained that the Westport Bus Study recommendations would be included and integrated in both proposed NTD studies. Ms. Kim Morton thanked WestCOG for their support in these efforts, and reiterated the importance of the studies.

Mr. Brennan made a motion to approve **Resolution #2015-018 FFY2015-2017 UPWP Amendments**. Mr. Pollard seconded the motion and it passed unanimously.

5. Information Items

5a. Upcoming Meetings

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

5b. Other

Ms. Prosi informed the group that COG and MPO calendars were scheduled to be discussed at the WestCOG meeting scheduled later that afternoon.

Mr. Marpe notified the group that Ms. Jennifer Johnson resigned from her post at Westport Transit District and that a replacement was currently sought.

6. Adjournment

Hearing no other business, Mr. Brennan made a motion to adjourn, which was seconded by Mr. Pollard and carried unanimously. The meeting was adjourned at 8:33 am.

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

SWRMPO Action Requested:

- Approve amendment of the *FY2016 & FY2017 South Western Region Unified Planning Work Program* to add the Westport Bus Needs Study which was inadvertently omitted from the document.– **Resolution #2015-019.**

Purpose and Need

The amendment of the *FY2016 & FY2017 South Western Region Unified Planning Work* to add the Westport Bus Needs Study is a housekeeping item. Pursuant to federal transportation planning regulations, all transportation studies are required to be included in the MPO's Unified Planning Work Program.

This study will be closed out after the final public information session is held on December 14, 2015, and the study final report is updated and released in January 2016.

Resolution #2015-019 – approves the South Western Region FY 2016 and FY2017 Unified Planning Work Program Amendment for the Westport Bus Needs Study

Attachment – Addition to the FY2016 & FY2017 South Western Region UPWP

- Westport Bus Needs Study – Task 3.1.6

Task 3.1.6

Project: Westport Bus Needs Study

Sponsor: WestCOG

Funding Source: STP-B

Project Objectives

The study of Westport Bus Needs is conducted by WestCOG on behalf of the Norwalk Transit District which operates bus services for the Westport Transit District. The study evaluates current operations, services, rates and develops service and investment alternatives to guide future investment in the Westport bus and shuttle services and answers questions raised by the community about the appropriate type and level of public bus service for the Town of Westport.

Study Scope

The work program tasks include:

- Existing Conditions/Data Collection
- Passenger and stakeholder surveys
- Market Assessment
- Service alternatives and investment requirements
- Public involvement and outreach

Products

- Technical Memo: Existing Conditions, Survey Findings and Market Assessment
- Technical Memo: Service Alternatives and Financial Requirements
- Technical Memo: Recommended
- Public Involvement and Outreach Report

Study Framework

The study is administered by WestCOG (formerly SWRPA) in cooperation with the Norwalk Transit District, the Westport Transit District, and CTDOT. Consultant services were retained for certain study components based on a qualifications based selection process. A Technical Advisory Committee was established to participate in the study.

Schedule

The Study was initiated in FY2014 and will be completed in FY2016.

Budget

Funding will not exceed \$25,000 PL and \$100,000 STP-B.

<u>Funding Source – PL 2013 STP-B</u>			<u>Allocation</u>	<u>Total</u>
Federal	\$ 20,000	\$ 80,000	Consultant	\$115,000
State	\$ 2,500	\$ 20,000	State (STP-B)	<u>\$ 10,000</u>
WestCOG	\$ <u>2,500</u>	\$ <u>0</u>	Total	\$ 125,000
Total	\$ 25,000	\$100,000		

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**RESOLUTION #2015-019 Resolution to Approve the South Western Region
FY2016 and FY2017 Unified Planning Work Program
Amendment**

**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 3.1 Technical Studies Funded by FHWA to include:*

- Westport Bus Needs Study – Task 3.1.6

This resolution is effective **December 17, 2015.**

Date: December 17, 2015.

By:

Chairman