

**Meeting of the
South Western Region Metropolitan Planning Organization (SWRMPO)
January 21, 2016 at 1:30 pm**

Ridgefield Library, 472 Main Street, Ridgefield, CT, 06877

Agenda

1. MEETING CALL TO ORDER AND ROLL CALL

2. PUBLIC PARTICIPATION

The public is invited to attend the meeting in Ridgefield. For those unable to travel to Ridgefield, staff will be on hand to facilitate participation at WestCOG Stamford office: 888 Washington Blvd, 3rd Floor, Stamford, CT, 06901.

3. ACTION ITEMS

- | | |
|---|-------------------------|
| a. Approval of December 17, 2015 Minutes | Attachment 3-a, pp. 1-3 |
| b. Transportation Improvement Program Amendment | Attachment 3-b, pp. 4-6 |

4. INFORMATION/DISCUSSION ITEMS

Funding Opportunities:

- | | |
|---|-----------------------|
| a. FTA 5310 Program | Attachment 4-a, pg. 7 |
| b. CTDOT Community Connectivity Program | Attachment 4-b, pg. 8 |
| c. OPM Responsible Growth & TOD Grant Program | Attachment 4-c, pg. 9 |

Other

- | | |
|----------------------------|-----------------------|
| d. LOTCIP & STP-B Programs | Attachment 4-d, pg.10 |
| e. SWRMPO Meeting Format | |
| f. Operating Procedures | |

5. UPCOMING MEETINGS

2/2/16 - Transportation TAG, Darien Town Hall (if needed)
2/18/16 - WestCOG, HVMPO & SWRMPO, Ridgefield Library

6. ADJOURNMENT

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
December 17, 2015
Draft Meeting Minutes

Chief Elected Officials:	Hon. Jayme Stevenson, Darien; Hon. James Marpe, Westport; Hon. Peter Tesei, Greenwich; Hon. Nina Daniel, Weston; Hon. Lynne Vanderslice; Wilton
Transit District Officials:	None
Official Voting Members:	Mr. Michael Pollard, Stamford; Ms. Elizabeth Stocker, Norwalk;
WestCOG:	Mr. Francis Pickering, Executive Director; Ms. Sue Prosi, Sr. Transportation Manager; Mr. Rob Sachnin, Sr. Planner; Mr. Alex Karman, Sr. Planner, Mr. Michael Towle, Assoc. Planner, Ms. Elizabeth Esposito, Assoc. Planner;
CTDOT:	Mrs. Roxane Fromson, Supervising Transportation Planner, CTDOT;
USDOT:	None
Other:	Hon. Jonathan Steinberg, State Representative; Mr. William Brennan, Wilton; Ms. Gayle Weinstein, Weston; Mr. Rick Schreiner, HART; Ms. Tracey Alston, Eversource; Ms. Margaret Wirtenberg, Weston.

Participating via phone

Mr. Brennan called the meeting to order at 2:07 pm. The place of meeting was the Weston Town Hall, 56 Northfield Rd. Weston, CT 06883

1. Election of Officers

Mr. Brennan nominated Ms. Stevenson as Chairman of the SWRMPO. Mr. Pollard seconded and the decision carried unanimously. Mr. Brennan acknowledged the excellent service Ms. Weinstein during her tenure with SWRMPO, and her leadership during the merger of the two former planning regions. Mr. Brennan also acknowledged and expressed his confidence in Ms. Stevenson's role as the new Chairman of the SWRMPO

Mr. Brennan then nominated Mr. Mallozzi as Vice Chairman of the SWRMPO, which was seconded by [REDACTED] and carried unanimously. Ms. Weinstein then acknowledged Mr. Brennan for his service to the SWRMPO and for his leadership as Chairman, noting his efforts to help streamline the state bridge program and addressing flooding issues.

Ms. Stevenson also expressed appreciation for Ms. Weinstein's service to both SWRMPO and WestCOG. Ms. Stevenson then thanked the members of the SWRMPO for electing her to the position of Chairman.

2. South Western Region MPO Minutes – November 19, 2015*

Mr. Tesei made a motion to approve the November 19, 2015 SWRMPO minutes. The motion was seconded by Mr. Marpe and carried unanimously.

3. Public Involvement

There were no comments from the public.

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

Ms. Prosi introduced the UPWP amendment for the Westport Bus Needs Study, adding that this was a housekeeping matter that was inadvertently omitted from the original document. She explained that the study will be completed in the next quarter.

Mr. Marpe asked if adding the project as an amendment to the UPWP would impact Westport and the SWRMPO's ability to receive future grant funding. Ms. Prosi responded that amendment of the UPWP would not have a negative impact. The UPWP amendment supports auditing requirements for study close out. Both Mr. Pickering and Ms. Fromson confirmed that the amendment was for housekeeping and audit purposes, and would not have negative impacts.

Mr. Tesei made a motion to approve Resolution #2015-019 FFY2015-2017 UPWP Amendments. Mr. Marpe seconded the motion and it carried unanimously.

5. Information Items

5a. Upcoming Meetings

Ms. Jayme Stevenson informed the group of the upcoming meetings, which were included on the agenda. This included the date for the next Transportation TAG meeting on January 13, 2016 at 10:00 am at WestCOG's Stamford Office.

5b. CTDOT Programs and Studies

Ms. Prosi informed stated that the Community Connectivity Program applications would be available towards the end of December 2015. This program will enable municipalities to apply for for bicycle and pedestrian roadway safety audits. The Community Connectivity Program was in Public Act 15-01, also known as the implementer bill.

She also provided an overview of the statewide bus study recently initiated, explaining that the new plan updates a 15 year old study. A companion paratransit study is also planned, in addition to rail and aviation plan updates.

Lastly, the Fairfield County Bus Rapid Transit was also included in the implementer bill and passed by the State Bond Commission at \$400,000. It uses two studies prepared by SWRPA as the basis for the current study: Greenwich-Norwalk BRT, and Coastal Link. She explained how the study will explore methods to bring CT fastrak to the Fairfield County without an exclusive guideway like the BRT in Hartford. Ms. Prosi recommended members visit the fastrack to better learn about current state of the art transit facilities.

5c. Other Business

Mr. Pollard stated that Mayor Martin would like to discuss LOTCIP and STP project submission at the January meeting. Ms. Prosi stated that the LOTCIP working group set a maximum of three projects per municipality. She added that municipalities and regions also need to establish priorities before projects are submitted.

6. Adjournment

Hearing no other business, Mr. Tesei made a motion of adjourn, which was seconded by Mr. Pollard and carried unanimously. The meeting was adjourned at 2:34 pm.

FFY 2015-2018 Transportation Improvement Program (TIP)

MPO Action Requested: review and endorse TIP amendment using Resolution #2016-001

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 (SWRTIP #A2016-001):

173-472: Sign Updates on Route 15, Exits 27-53

This is a new project that would update all signs along Route 15 (Merritt Parkway) between exits 27 and 53, which includes the SWR towns of Greenwich, Stamford, New Canaan, Norwalk, and Westport. CTDOT staff have identified the sign sheeting to be in need of replacement and identified this corridor as a priority. Adequate signage helps to improve safety and increase wayfinding for area drivers. Legend items will remain unchanged, as this project seeks to address structural deficiencies with the signs.

Funding for this project is provided as part of the National Highway Performance Program (NHPP) and is 100% federally funded. NHPP projects support improvements to infrastructure condition, safety, mobility, and freight movement on National Highway Systems (NHS), which includes the Merritt Parkway.

Region	FACode	Proj#	AQCd	Rte/Sys	Town	Description	Phase	Year	Tot\$(000)	Fed\$(000)	Sta\$(000)	Loc\$(000)	Comments
73	NHPP	0173-0472	X6	CT 15	VARIOUS	SIGN UPDATES ON ROUTE 15, EXITS 27-53	CON	2017	3,500	3,500	0	0	NEW PROJECT

AQC X6 = exempt

Attachments: Resolution #2016-001 FFY2015-2018 TIP Endorsement

Resolution #2016-001[illegible]

SOUTH WESTERN REGION METROPOLITAN PLANNING ORGANIZATION

DARIEN • GREENWICH • NEW CANAAN • NORWALK • STAMFORD • WESTON • WESTPORT • WILTON
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RESOLUTION #2016-001

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 January 21, 2016.

Date: January 21, 2016.

Jayne Stevenson, Chairman

**Federal Transit Administration
Section 5310 FFY 2015 Application Announcement
Enhanced Mobility of Seniors & Individuals with Disabilities**

The Section 5310 application for the FFY 2015 funding cycle is now available on the Connecticut Department of Transportation (CTDOT) website. It has been formatted with fillable forms and may be submitted electronically to: Ellen.Lawrence@ct.gov To access the application, go to www.ct.gov/dot/5310.

- Section 5310 is intended to enhance mobility for seniors and individuals with disabilities. The new program, as amended by MAP-21, authorizes federal grants for the activities previously authorized under two separate grant programs: Section 5310, formula grants for the special needs of elderly individuals and individuals with disabilities; and Section 5317, New Freedom program.
- Eligible recipients of this competitive program include:
 - A private non-profit organization
 - A State or local governmental authority that:
 - Is approved by the State to coordinate services for seniors and persons with disabilities.
 - Certifies that there are no non-profit organizations readily available in the area to provide the service.
 - An operator of public transportation that receives a Section 5310 grant indirectly through a recipient
 - i. Taxi companies may participate in the Section 5310 program as contractors.
- There are three (3) separate applications; one for those interested in applying for Section 5310 A funding, one for Section 5310 B, C & D Capital funding and one for Section 5310 B, C & D Operating funding. Applicants need to complete the application relevant to the project category for which they are applying.
- There is also an Application Instructions packet, for review only. It contains updated program information, instructions on how to complete the application for FFY 2015 and documentation for awarded applicants. The instructions packet should be read thoroughly and should **NOT** be submitted with the application.
- The Federal share of eligible capital costs shall be in an amount equal to 80 percent of the cost. The Federal share of the eligible operating costs may not exceed 50 percent of the subsidy.
- Section 5310 A applicants must place a public notice in a major newspaper with the greatest appropriate readership in the proposed service area by **Friday, April 15, 2016**.
- The useful life requirement for replacement vehicles is now 4 years or 100,000 miles for both vans and buses; 5 years or 150,000 miles for vehicles with a capacity of 20 passengers or more.
- Applicants submitting applications via e-mail, mail or in person must submit one original to CTDOT and one copy to the appropriate Regional Planning Organization (RPO). See Appendix J in the Application Instructions packet for a listing of RPOs. All applicants must include any and all supporting documentation. Applications must be submitted no later than **4:00PM on Friday, April 29, 2016**. CTDOT and the RPOs will not review late applications.
- The FFY 2015 application shall be the only application accepted and reviewed by the RPO and CTDOT. Please contact Ellen Lawrence at (860) 594-2912 for questions on Section 5310 A or Aimee Marques at (860) 594-2840 for questions on Section 5310 B, C & D. Section 5310 A applicants will be notified of CTDOT selection for FTA grant award in writing by **Thursday, June 30, 2016**. Section B, C & D applicants will be notified upon FTA approval, estimated to occur in the Fall of 2016.

January 12, 2016

TO: WestCOG, HVMPO & SWRMPO Members
FROM: Dave Hannon & Rob Sachnin
RE: Community Connectivity Grant Program

The Connecticut Department of Transportation (CTDOT) has released a solicitation for the Community Connectivity Program. The program seeks to improve accommodations for bicyclists and pedestrians (bike/ped) in community centers. Safety improvements and accident reduction are also important facets of the program.

This is a discretionary funding opportunity where successful applicants will receive consultant assistance in conducting road safety audits (RSAs) for important bike/ped corridors and intersections. RSAs will identify safety issues and appropriate countermeasures. A draft report summarizing results will also be prepared at no cost. The scope of funding for this program is limited to the RSA, *there is no money allocated for construction at this time*, although this could change in the future.

Eligible Applicants: Municipalities (all state and local roads)

Deadline: March 1, 2016

Local Match: None

Key Project Components - may include, but are not limited to:

- Bike/ped access & accommodations, including connections to:
 - Commercial/retail
 - Employment
 - Educational facilities
 - Transit (bus, rail, park & ride lots, etc)
 - Other existing bike/ped trails
- Safety improvements & accident reductions
- Building off of other transportation or economic development project efforts (past, current, or future projects), such as:
 - Transit oriented development (TOD)
 - Economic development
 - Housing
 - Other

Attachments:

- Location map (*required*)
- Optional: Collision data, Traffic data (ADT or VMT), Bike/ped data

Additional Information (application and brochure): <https://westcog.org/business-grant-opportunities>

Contact: Mr. Patrick Zapatka, Program Manager, CTDOT, Patrick.Zapatka@ct.gov, 860-594-2047

January 12, 2016

TO: WestCOG, HVMPO & SWRMPO Members
FROM: Dave Hannon & Rob Sachnin
RE: Responsible Growth & Transit-Oriented Development Grant Program

The CT Office of Policy & Management (OPM) has announced a Request for Applications (RFA) for the Responsible Growth and Transit-Oriented Development (TOD) Grant Program.

Eligible Applicants: Municipalities and Councils of Governments (COGs)

Funding: \$25,000 (min) to \$2,000,000 (max); **no local match required**

Eligible Projects:

- Transit-oriented development
- Infill development
- Reuse and rehabilitation
- Municipal infrastructure
- Workforce housing
- Facilities for pedestrians and cyclists
- Agriculture
- Community resiliency (to extreme weather events)
- Regional collaboration
- Projects identified in a CEDS
- Any other project that supports the state Plan of C&D

Deadlines:

- Written Questions: Thursday, **December 24, 2015** at 4:00 pm
- Application: Thursday, **February 4, 2016** at 4:00 pm
- Resolutions & Letters of Support: Thursday, ~~January 28, 2016~~ at 4:00 pm
o **REVISED: February 25th, 2016 at 4:00 pm**

Link to RFA: <http://www.ct.gov/opm/lib/opm/secretary/rfp/opm-igp-20151209-rg-tod.pdf>

- Section B: additional eligible project details
- Application Instructions: Sections F and H
- Screening & Rating Criteria: Attachment A

Questions about the RFA may be submitted in writing to the Official State Contact, Matthew Pafford, at either Matthew.Pafford@ct.gov or Office of Policy and Management, 450 Capitol Avenue MS# 54ORG, Hartford, CT 06106-1379.

Attachment 4-d

SWRMPO LOTCIP PROGRAM Project Implementation Schedule

(As of 1/13/16 - Projects Listed by Municipality)

Municipality	Project Description	Proposed Calendar Year of Construction				Project Costs
		2014	2015	2016	2017	
Stamford	Fiber Trunk Cable	\$4,968,103	-	-	-	\$4,968,103
Norwalk	SoNo Pedestrian & Streetscape	-	\$2,069,045	-	-	\$2,069,045
Greenwich	Sound Beach (delayed)	-	\$3,900,900	-	-	\$3,900,900
Greenwich	Greenwich Frontage Road (delayed)	-	-	1,080,000	-	\$1,080,000
		-	-	-	-	\$0
		-	-	-	-	\$0
		-	-	-	-	\$0
WestCOG	Administrative Support	149,190	\$149,190	152,550	152,550	\$603,480
	Estimated Project Costs	\$5,117,293	\$6,119,135	\$1,232,550	\$152,550	\$12,621,528
	SWRMPO's Annual LOTCIP Allocation	\$4,972,000	\$4,972,000	\$5,085,000	\$5,085,000	\$20,114,000
	LOTICIP Carryover from Previous Year	\$0	-\$145,293	-\$1,147,135	\$3,852,450	
	SWRMPO LOTCIP Program - Annual Net Position	-\$145,293	-\$1,147,135	\$3,852,450	\$4,932,450	
	Balance Available for Future Solicitations					\$7,492,472

*Note: All projects to date were prioritized using the LOTCIP-STP Working Group, which will be merged into the Transportation TAG
New solicitations will utilize the TAG, and are subject to new solicitations and protocols, as agreed upon by the region and its municipal representatives