

**Meeting of the  
WestCOG Technical Advisory Group (TAG)**

**April 4, 2017 at 11:00 am**

**Comstock Community Center, 180 School Road., Wilton, CT, 06897**

**Agenda**

- 1. MEETING CALL TO ORDER**
- 2. PUBLIC PARTICIPATION**
- 3. FEATURED GUEST**
  - a. Ladders of Opportunity – Mr. Michael Sullivan, *GIS Analyst, WestCOG* Handout
- 4. INFORMATIONAL ITEMS**
  - a. FY 18 &19 Unified Planning Work Program
  - b. MS4 Update/Briefing: Next Steps
  - c. Regional Snow Plow Optimization Working Group Attachment 4c, pg. 1
  - d. Regional Safety Analyses & Crash Rates
  - e. LOTCIP Updates
- 5. ACTION ITEMS**
  - a. Approval of March 7, 2017 minutes Attachment 5a, pp. 2-4
  - b. Transportation Improvement Program Attachment 5b, pg. 5
    - i. HV: Project #34-309, Danbury
    - ii. SWR: no TIP amendments received as of 3/30/17
- 6. OTHER BUSINESS**
  - a. Discussion Items as Raised by the TAG
  - b. Future Presentations & Items of Interest
- 7. UPCOMING MEETINGS**

4/20/17 – MPO and COG Meetings  
5/2/17 – TAG Meeting, CTDOT ADA Presentation  
5/18/17 – MPO and COG Meetings  
6/6/17 – TAG Meeting (if needed)
- 8. ADJOURNMENT**

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TO: TAG Members  
FROM: Carl Zimmerman, Kristin Floberg  
DATE: March 28, 2017

**RE: Regional Snow Plow Routing and Optimization Study – Working Group**

**Overview:** The region secured state funding to conduct routing and optimization study for snow removal. Objectives of the study are:

- Assess and inventory current municipal assets and practices relative to snow removal operations;
- Consult with operations professionals from all involved municipalities to understand and appreciate the complexities of local operations and routing;
- To create three optimization scenarios, as follows:
  - Local - within each municipality
  - Each municipality and adjacent towns
  - Regional
- Evaluate initial outputs for viability and functionality relative to the operations of each municipality;
- Work alongside stakeholders to evaluate alternative methods and best management practices;

**Requested Activities for Consideration:** Select a representative cross-section of municipal public works/snow removal officials from municipalities to serve on a working group, assisting with: scope, consultant selection, logistics and the objectives described above. Work efforts may include:

- Review and comment on draft RFP
- Participate in consultant selections
- Attend periodic meetings to evaluate study progress, direction, and to facilitate feedback to consultants;
- Assist and guide development and format of work products.

At the April 4<sup>th</sup> TAG meeting, the region would like to discuss and tentatively identify candidates for inclusion in this Working Group. If need be, additional conversations can be had.

For further questions and/or inquiries, please contact:

Carl Zimmerman, [czimmerman@westcog.org](mailto:czimmerman@westcog.org)  
Kristin Floberg, [kfloberg@westcog.org](mailto:kfloberg@westcog.org)

**DRAFT MINUTES OF 3/7/2017**  
**Technical Advisory Group (TAG)**

Attachment 5-a

Held at the Comstock Community Center  
180 School Road, Wilton, CT 06897

**Representing Voting Members of the South**

**Western Region Metropolitan Planning Organization:**

- Darien Planning and Zoning Director Jeremy Ginsberg
- Greenwich Deputy Commissioner of Public Works James Michel
- New Canaan Absent
- Norwalk Assistant Principal Engineer Michael Yeosock
- Norwalk TD Absent
- Stamford Transportation Bureau Chief James Travers
- Weston Land Use Director Tracy Kulikowski
- Westport Town Engineer Peter Ratkiewich
- Wilton Director of Planning Robert Nerney

**Representing Voting Members of the Housatonic**

**Valley Metropolitan Planning Organization:**

- Bethel Director of Public Works Douglas Arndt
- Bridgewater Absent
- Brookfield Director of Public Works Ralph Tedesco
- Danbury Public Works Director Antonio Iadarola
- HARTransit Development Director Richard Schreiner
- New Fairfield Absent
- New Milford Public Works Director Michael Zarba
- Newtown Public Works Director Frederick Hurley
- Redding Absent
- Ridgefield Town Engineer Charles Fisher
- Sherman Absent

**Also In Attendance:**

From the CTDOT Bureau of Engineering and Construction Hugh Hayward, William Grant, Jeffrey Pfaffinger, from the CTDOT Bureau of Planning Roxane Fromson, Brookfield Project Manager Greg Dembowski, Harrison Wenchell of HARTransit, New Milford Town Engineer Daniel Stanton, Newtown Town Engineer Ronald Bolmer and Danbury Engineering Department Traffic Engineer Abdul Mohamed, Senior Design Engineer Tom Altermatt and Office Manager Dot Stasny.

In addition, Stamford Traffic Engineer Mani Poola, Frank Petise of the Greenwich Department of Public Works, Westport RTM member John Suggs, Westport resident Morley Boyd, and WestCOG staff members Robert Brinton, Michael Towle, Kristin Floberg, Robert Sachnin, Carl Zimmerman, Elizabeth Esposito, Jamie Bastian, Kristin Hadjstylianos and Jonathan Chew.

## CALL TO ORDER / PUBLIC PARTICIPATION

The meeting was called to order at 11:05 am by Robert Sachnin. There was no public participation. Mr. Sachnin introduced welcomed new Stamford Transportation Bureau Chief Jim Travers to the TAG. He also acknowledged new staff members Jamie Bastian and Kristin Floberg.

## LOTICIP PRESENTATION

Representatives of CTDOT managing Local Transportation Capital Improvement Program (LOTICIP) funding were introduced. These were Hugh Hayward, Principal Engineer, assisted by William Grant, Project Manager, and Jeffrey Pfaffinger, Project Engineer.

Hugh Hayward gave a PowerPoint presentation on the origins of state funded LOTICIP resources, their current status and expected direction. This is a major source of funding for the higher functional classifications of roads in each municipality, he said.

The LOTICIP resource statewide is \$45 million allocated each year for FY14 and FY15, \$74 million allocated for FY16 and FY17, then \$62 million and \$64 million requested in the current budget for FY18 and FY19. There was considerable discussion, after which the presenters were thanked for their attendance.

## INFORMATIONAL ITEMS

**FTA Section 5310 Grant Solicitation:** Richard Schreiner reviewed the current Federal Transit Administration 5310 Grant Program solicitation for both MPO areas, referring to an agenda attachment dated 2/28/2017 and entitled "Section 5310 Grant Program."

He explained that this resource provides funding for capital and operating expenses to improve mobility for seniors and individuals with disabilities. Senior Center directors have been notified. Nine applicants have expressed interest thus far, he said. A brief question and answer period followed.

**MS4 Update and Resources Available:** A presentation on this topic was made by WestCOG Associate Planner Michael Towle. He reviewed the services WestCOG is providing to municipalities to meet the federal MS4 stormwater management plan preparation requirements.

Mr. Towle reviewed an agenda attachment entitled "MS4 Update" outlining the procedure for submission of plans to CTDEEP by the 4/1/2017 due date, registration procedure and activities template. Questions followed.

**GIS Update / Snow Plow Route Optimization Study:** Carl Zimmerman addressed these topics, first providing an update on GIS developments. He then proceed to discuss the upcoming regional snow plow routing study, distributing a document entitled "Draft Snowplow Study Overview."

Mr. Zimmerman noted that cooperating communities elsewhere have obtained savings by adjusting public works snow removal practices along town lines to make them more efficient. There is also an opportunity to apply systems data to identify routing efficiencies within a municipality, he said.

The effort will engage a consultant to recommend route optimization. The presentation was followed by considerable discussion.

## **ACTION ITEMS**

**Approval of 1/11/2017 Minutes:** on a motion made by Mike Yeosock and seconded by Ralph Tedesco, the minutes of the TAG meeting of 1/11/2017 were unanimously approved, with an abstention by James Travers.

**LOTICIP Program Adjustments:** Robert Sachnin reviewed a spreadsheet attached to the agenda entitled “WestCOG Housatonic Valley Region LOTICIP Program 3/17/2017.” He noted the inevitability of program changes due to timing of project segments and minor scope changes.

Mr. Sachnin reviewed the two revisions thereon: a) Newtown Toddy Hill Road Bridge Replacement increased from \$2,596,000 to \$3,200,000, and 2) the Bethel Downtown TOD and Streetscape at \$1,500,000 moved from FY2016 to FY2017.

There was a discussion of the projects shown and adjustments needed. Then on a motion made by Mike Zarba and seconded by Ralph Tedesco, the requested LOTICIP program adjustments were unanimously approved.

## **OTHER BUSINESS**

**Discussion Items, Future Presentations and Upcoming Meetings:** There was discussion of undertaking a comprehensive survey of pavement conditions and the variability of pavement management practices by municipality. Options for funding were also discussed. Roxane Fromson agreed to research the availability of CTDOT grants for this activity.

There was also a discussion of preparations for any possible surge in federal road and traffic improvement funds if the current national administration favors this topical area.

The WestCOG “Ladders of Opportunity” summary report will be presented at the next TAG meeting. The list of upcoming WestCOG related meetings was reviewed, next TAG meeting scheduled for 4/4/2017, if needed.

## **ADJOURNMENT**

The meeting was adjourned at 12:20 pm.

## FFY 2015-2018 Transportation Improvement Program (TIP)

**TAG Action Requested:** Review and support TIP amendment endorsement by HVMPO.

**Background:** The FFY2015-2018 Housatonic Valley 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 (HVTIP #Am2017-004):

0034-0309: Newtown Road (State Route 806) widening at Old Shelter Rock Road:

The project involves the addition of left turn lanes and the addition of a traffic signal on Newtown Road (SR 806) at Old Shelter Rock Road in Danbury.

Motorists attempting to turn onto Route 806 from Old Shelter Rock Road often experience long delays, especially when turning left. This project adds traffic signals to the intersection and dedicated left turn lanes onto both Route 806 and Old Shelter Rock Road. In addition to signalization and road widening efforts, the Old Shelter Rock Road approach to Route 806 would be realigned. These improvements would increase sightlines and cut down on rear-end collisions, which are a problem at this intersection.

The HVMPO studied this location in 2011 as part of the “Transportation Management Plan for Newtown Road in Danbury” and it was also endorsed as part of the “2015 Regional Transportation Plan.”

The CTDOT requested TIP amendment involves moving project construction funding from federal to state funding. Written correspondence with CTDOT indicates sufficient state funding is available, as these monies utilize state bond funds, which have already been allocated by the bond commission.

Region	FACode	Proj#	AQCd	Rte/Sys	Town	Description	Phase	Year	Tot\$(000)	Fed\$(000)	Sta\$(000)	Loc\$(000)	Comments
02	STPA	0034-0309	X7	SR 806	DANBURY	NEWTOWN ROAD WIDENING AT OLD SHELTER ROAD	CON	2017	-1,085	-868	-217	0	DELETE PHASE. NOW 100% STATE FUNDED

X7 - exempt