

**Meeting of the Housatonic Valley & South Western Region
Metropolitan Planning Organizations
April 20, 2017 at 11:30 am**

Ridgefield Visiting Nurse Assoc., 27 Governor Street, Ridgefield, CT, 06877

Agenda

1. MEETING CALL TO ORDER AND ROLL CALL
2. PUBLIC PARTICIPATION
3. INFORMATION ITEMS
 - a. FTA Section 5310 Grant Program
 - b. CTDOT Municipal Grant Program Attachment 3b, pp. 1-4
 - c. Safety Update
 - d. FY 18 & 19 Unified Planning Work Program
 - e. TAP Update
4. ACTION ITEMS*
 - a. Approval of March 16, 2017 Meeting Minutes (HV & SWR) Attachment 4a, pp. 5-9
 - b. Transportation Improvement Program Attachment 4b, pp. 10-11
 - i. HV - Projects #34-309, 34-345; Danbury, CT
 - ii. SWR - No projects received as of 4/13/17
5. OTHER BUSINESS
6. NEXT MEETING: May 18, 2017 beginning at 11:30 am
7. ADJOURNMENT

**Separate votes are taken by HV and SWR MPOs*

For language assistance or other accommodations, contact Western Connecticut Council of Governments at least five business days prior to the meeting at help@westcog.org. Para asistencia con el idioma y otras adaptaciones, por favor póngase en contacto con WestCOG por lo menos cinco días hábiles antes de la reunión al help@westcog.org. Para obter assistência língua ou outras acomodações, entre em contato com WestCOG pelo menos cinco dias úteis antes da reunião em help@westcog.org. Si des informations supplémentaires sont nécessaires dans une autre langue, contactez help@westcog.org.

TO: HVMPO and SWRMPO Members
FROM: Rob Sachnin, WestCOG; Rick Schreiner, HARTransit
DATE: April 12, 2017

RE: State Matching Grant Program (MGP) for Elderly and Demand Response Transportation

Overview: CTDOT has announced a new application process for the MGP, which provides matching funds for transportation of seniors and persons with disabilities to each municipality. Funding is calculated based on the land area and population of those over age 60. The program has been in place since 2006.

The funds cannot replace municipal funding for transportation services. If a town or city reduces its funding for senior/disabled transportation, the grant will be proportionally reduced.

Required Materials: applications are no longer required to access funds for this program. Municipalities need only submit the required certifications and budget information as follows:

- **Maintenance of Effort Certification:** should be completed and signed by the CFO. Please also include a copy of the budget page for FY 18 that shows the line item for this transportation program.
- **Assignability Certification:** Those municipalities participating in a coordinated program through a transit district (NTD or HARTransit) should complete this form and have it signed by the municipal CEO assigning the grant to the transit district.
- **Program Budget:** The state will be requesting a program budget submission for FY18 as well, but has not released the required format yet.

CTDOT will be asking for complete submissions of certifications and budgets within a month of when they release the budget detail requirements deadline TBD.

Although the budget page is not yet available, it is recommended that the grant program and sign off for the MGP certifications be placed on the agenda for the next meeting of your municipal boards so that applications are not delayed.

Contacts - please direct all inquiries to:
Rick Schreiner, HARTransit: 203-744-4070 x129; transit@westcog.org, ricks@hartransit.com

Attachments:

- Maintenance of Effort Certification
- Assignability Certification

Attachment 1 – Maintenance of Effort Certification **All Applicants**

The Chief Fiscal Officer (CFO) for the municipality must sign the maintenance of effort certification. If municipal budgets for transportation programs for seniors and persons with disabilities will remain unchanged (or increase) for SFY 2017, the CFO must fill out and sign version A. If municipal budgets for transportation programs for seniors and persons with disabilities will be reduced, the CFO must fill out and sign version B.

Attachment 1-Maintenance of Effort Certifications

Maintenance of Effort Certification (Version A)

The municipality of ****Municipality**** hereby certifies that State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program funds are in addition to current municipal levels of spending on transportation programs for Seniors and Persons with Disabilities.

Typed Name

Title (Chief Fiscal Officer)

Signature

Date

Maintenance of Effort Certification (Version B)

The municipality of ****Municipality**** will be reducing municipal levels of spending on transportation programs for Seniors and Persons with Disabilities by ****Percentage**** and acknowledges that State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program funds will be reduced accordingly.

Typed Name

Title (Chief Fiscal Officer)

Signature

Date

Attachment 2 – Grant Assignment Certification

Grant Assignment Certification

The municipality of ***Municipality*** is participating in a consolidated application for State of Connecticut 13b-38bb Elderly and Disabled Demand Responsive Municipal Grant Program through the ***Municipality, Transit District or Regional Planning Organization***. The municipality of ***Municipality*** hereby assigns its grant apportionment from the State program to ***Municipality, Transit District or Regional Planning Organization***, who will coordinate the operation of service.

Typed Name

Title (CEO)

Signature

Date

Housatonic Valley
Metropolitan Planning Organization
DRAFT HVMPO MINUTES
For the 3/16/2017 Meeting
Held at the Ridgefield Visiting Nurse Association
27 Governor Street, Ridgefield, CT 06877

*Chairman Rudy Marconi - Vice Chairman Susan Chapman
- Secretary Julia Pemberton*

MEMBERS IN ATTENDANCE

Bethel	First Selectman Matthew Knickerbocker
Bridgewater	First Selectman Curtis Read
Brookfield	First Selectman Stephen Dunn
Danbury	Absent
New Fairfield	Absent
New Milford	Mayor David Gronbach
Newtown	Public Works Director Frederick Hurley
Redding	First Selectman Julia Pemberton
Ridgefield	First Selectman Rudy Marconi, Chairman
Sherman	First Selectman Clay Cope
HARTransit	Development Director Richard Schreiner
CTDOT	Supervising Planner Roxane Fromson (non-voting)
MPO Staff	Executive Director Francis Pickering (non-voting)

OTHERS IN ATTENDANCE

Darien First Selectman Jayme Stevenson, Greenwich Deputy Public Works Director James Michel (by phone), New Canaan First Selectman Robert Mallozzi (by phone), Norwalk Chief of Staff Laoise King, Stamford Transportation Bureau Chief James Travers, Weston First Selectman Nina Daniel, Westport First Selectman James Marpe, Norwalk Transit District CEO Kimberlee Morton, former Connecticut Congressman Robert Steele and former Weston First Selectman Woody Bliss representing the Coalition Against Casino Expansion in Connecticut.

In addition, Patricia Cimarosa and Martin Fox of the Westport Transit District, Westport Town Meeting Transit Committee Member John Suggs, Kayleigh Lombardi and Sean Gbio of the CT Partnership for Strong Communities, HARTransit Planner Harrison Wenchell, Weston Town Attorney Patricia Sullivan, Eversource representative Garrett Sheehan, Newtown Town Engineer Ronald Bolmer, WestCOG staff members Kristin Hadjstylianos, Michael Sullivan, William Kenny, Nicole Sullivan, Kristin Floberg, Robert Sachnin and Jonathan Chew.

CALL TO ORDER

HVMPO Chairman Rudy Marconi called the meeting to order at 11:30 am.

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PUBLIC PARTICIPATION

The Chairman introduced new staff member Kristin Floberg, who was welcomed by the Council.

CONGESTION MANAGEMENT PROCESS

Kristin Hadjstylianos and Michael Sullivan then made a PowerPoint presentation on their progress in preparing a federally required Congestion Management Process for the region (CMP). The CMP uses analytical tools to define and identify congestion within the two MPO areas. The point is to have a modern data set meeting federal standards, upon which the transportation planning process can prioritize strategies to address congestion, they said.

The process starts with an analysis of the higher level limited access roadways, with data presented for I-84 and Route 7. An Executive Briefing for each corridor was distributed, then summarized in a PowerPoint presentation.

Funding commitments and opportunities to reduce congestion were summarized. Plans were outlined for future use of CMP analytic tools to promote additional investments. A short question and answer period followed.

INFORMATIONAL ITEMS

FTA Section 5310 Grant Solicitation: Richard Schreiner reviewed the current Federal Transit Administration 5310 Grant Program solicitation, referring to an agenda attachment dated 2/28/2017 and entitled "Section 5310 Grant Program." Nine applicants have expressed interest thus far, he said.

ACTION ITEMS

Approval of 2/23/2017 Meeting Minutes: After review and on a motion made by Matt Knickerbocker and seconded by Clay Cope, the minutes of the meeting of 2/23/2017 were unanimously approved.

HVMPO ADJOURNMENT

Chairman Rudy Marconi stated that the next MPO meeting will be held at 11:30 am before the WestCOG meeting scheduled for 4/20/2017 at the Ridgefield Visiting Nurse Association in Ridgefield. Then on a motion duly made and seconded it was voted unanimously to adjourn the meeting at 11:55 am.

South Western Region

Metropolitan Planning Organization

DRAFT SWRMPO MINUTES

For the 3/16/2017 Meeting

Held at the Ridgefield Visiting Nurse Association

27 Governor Street, Ridgefield, CT 06877

Chairman Jayme Stevenson - Vice Chairman Robert Mallozzi

MEMBERS IN ATTENDANCE

Darien	First Selectman Jayme Stevenson, Chairman
Greenwich	Deputy Public Works Director James Michel (by phone)
New Canaan	First Selectman Robert Mallozzi (by phone)
Norwalk	Chief of Staff Laoise King
Stamford	Transportation Bureau Chief James Travers
Weston	First Selectman Nina Daniel
Westport	First Selectman James Marpe
Wilton	Absent
Transit	Norwalk Transit District CEO Kimberlee Morton
CTDOT	Supervising Planner Roxane Fromson (non-voting)
MPO Staff	Executive Director Francis Pickering (non-voting)

OTHERS IN ATTENDANCE

Bethel First Selectman Matthew Knickerbocker, Bridgewater First Selectman Curtis Read, Brookfield First Selectman Stephen Dunn, New Milford Mayor David Gronbach, Newtown Public Works Director Frederick Hurley, Redding First Selectman Julia Pemberton, Ridgefield First Selectman Rudy Marconi, Sherman First Selectman Clay Cope, HARTransit Development Director Richard Schreiner, former Connecticut Congressman Robert Steele and former Weston First Selectman Woody Bliss representing the Coalition Against Casino Expansion in Connecticut.

In addition, Patricia Cimarosa and Martin Fox of the Westport Transit District, Westport Town Meeting Transit Committee Member John Suggs, Kayleigh Lombardi and Sean Gbio of the CT Partnership for Strong Communities, HARTransit Planner Harrison Wenchell, Weston Town Attorney Patricia Sullivan, Eversource representative Garrett Sheehan, Newtown Town Engineer Ronald Bolmer, WestCOG staff members Kristin Hadjstylianos, Michael Sullivan, William Kenny, Nicole Sullivan, Kristin Floberg, Robert Sachnin and Jonathan Chew.

CALL TO ORDER

SWRMPO Chairman Jayme Stevenson called the meeting to order at 11:30 am.

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PUBLIC PARTICIPATION

Jim Marpe introduced Patricia Cimarosa and Martin Fox of the Westport Transit District and Westport Town Meeting Transit Committee Member John Suggs, noting their role as advocates for improving public transit services in Westport. The Chairman introduced new staff member Kristin Floberg, who was welcomed by the Council.

CONGESTION MANAGEMENT PROCESS

Kristin Hadjstyanos and Michael Sullivan then made a PowerPoint presentation on their progress in preparing a federally required Congestion Management Process for the region (CMP). The CMP uses analytical tools to define and identify congestion within the two MPO areas. The point is to have a modern data set meeting federal standards, upon which the transportation planning process can prioritize strategies to address congestion, they said.

The process starts with an analysis of the higher level limited access roadways, with data presented for I-95, Route 7 and the Merritt Parkway. An Executive Briefing for each corridor was distributed, then summarized in a PowerPoint presentation.

Funding commitments and opportunities to reduce congestion were summarized. Plans were outlined for future use of CMP analytic tools to promote additional investments. A short question and answer period followed.

INFORMATIONAL ITEMS

FTA Section 5310 Grant Solicitation: Richard Schreiner reviewed the current Federal Transit Administration 5310 Grant Program solicitation, referring to an agenda attachment dated 2/28/2017 and entitled "Section 5310 Grant Program." Nine applicants have expressed interest thus far, he said.

ACTION ITEMS

Approval of 2/23/2017 Meeting Minutes: After review and on a motion made by Jim Marpe and seconded by Nina Daniel, the minutes of the meeting of 2/23/2017 were unanimously approved, with Laoise King abstaining.

TIP Amendments Notated as SWRTIP #Am2017-003: As requested by Jayme Stevenson, Rob Sachnin reviewed two CTDOT requested Transportation Improvement Program amendments. These were attached to the agenda as a memo entitled "SWRMPO FFY2015-2018 TIP" and summarized by him as follows:

1. **CTDOT Project #173-472** to improve signs along the Merritt Parkway. Originally endorsed by SWRMPO in January of 2016, now returned to the MPO as the federal funding share has increased, the proposed update would include the installation, replacement and relocation of variable message signs (VMS) in Greenwich, Norwalk and Westport.

Mr. Sachnin noted that the current VMS on the Merritt Parkway was installed in 1993 and has exceeded its useful life. He also stated that the upgrade is supported by the Merritt Parkway Advisory Committee.

Specific location in Greenwich: replacement northbound near the Riversville Road Bridge. Norwalk locations: relocation northbound near Exit 38, new location northbound near Exit 41, and new location on Route 7 southbound near the Merritt Parkway interchange. Westport: southbound replacement near Exit 41. CT DOT proposes to utilize funds from the federal NHPP Category at \$5,500,000, 100% federal for construction to be programmed in federal fiscal year 2017, he said.

2. CTDOT Project #158-215 will undertake safety and operational improvements at three intersections on Route 1 in Westport. There are elevated accident rates at the three Route 1 intersections to be upgraded, which are Fresh Market Driveway near Rayfield Road, the intersection of Roseville Road and Hillspoint Road, and Bulkley Avenue North and South intersections.

Proposed improvements include the addition of left turn lanes, upgrades to traffic signal equipment, and the addition of new curbs and sidewalks. CT DOT proposes to utilize funds from the federal STPB Category at \$250,000, split as 80% federal and 20% state for a preliminary design phase, the funds to be programmed in federal fiscal year 2017, he said.

Jim Marpe stated that the high accident rates at these locations are well known, include a pedestrian fatality, and that the Town of Westport is supportive of the proposed improvements. Discussion continued after which on a motion made by Jim Marpe and seconded by Laoise King, SWRMPO voted unanimously to endorse the two TIP amendments presented using attached Resolution #2017-003.

ADJOURNMENT

Chairman Jayme Stevenson stated that the next MPO meeting will be held at 11:30 am before the WestCOG meeting scheduled for 4/20/2017 at the Ridgefield Visiting Nurse Association in Ridgefield. Then on a motion duly made and seconded it was voted unanimously to adjourn the meeting at 11:55 am.

HVMPO FFY 2015-2018 Transportation Improvement Program (TIP)

MPO Action Requested: Review and consider TIP amendment endorsement.

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 #Am2017-003):

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 a traffic signal 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 common 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

0034-0345: Route 37 northbound lane widening at Barnum Road:

This project was originally endorsed by the HVMPO in October 2014 and involves widening both the Route 37 northbound and Barnum Road southbound shoulders, to allow traffic the opportunity to pass vehicles waiting to make a left turn.

The widening of these two shoulders will reduce the delays motorists often experience while waiting for vehicles to turn left. Additionally, the sidewalk fronting the Stetson Place property will be extended north to the Intersection at Barnum Road. This improvement aligns with the city of Danbury's long term plan to provide a pedestrian connection along this corridor.

The CTDOT requested TIP amendment involves increasing the federal share of funds for the construction phase of the project, consistent with previous discussions between CTDOT and region.

Region	FACode	Proj#	AQCd	Rte/Sys	Town	Description	Phase	Year	Tot\$(000)	Fed\$(000)	Sta\$(000)	Loc\$(000)	Comments
02	SIPH	0034-0345	X7	CT 37	DANBURY	WIDENING, NB LT BYPASS @ BARNUM ROAD	CON	2017	940	846	94	0	MOVE FROM SAFETY REPORT (BALANCE WITH REP)
02	REP	0034-0345	X7	CT 37	DANBURY	WIDENING, NB LT BYPASS @ BARNUM ROAD	CON	2017	560	448	112	0	ADD FY '17 REP FUNDING (BALANCE WITH SIPH)

X7 - exempt