

Disclaimer: These interim minutes of the Technical Advisory Group (“TAG”) of the Western Connecticut Council of Governments (“WestCOG” or “COG”) are released and “available for public inspection” and “posted” on WestCOG’s website, in accordance with c.g.s. §1-225(a). Said interim minutes are subject to review and approval by the TAG members, after which time the final approved minutes will be available and posted in accordance with laws. Accordingly, the interim minutes may contain inaccuracies and do not reflect the final action of the TAG.

INTERIM MINUTES OF 5/2/2017 Technical Advisory Group (TAG)

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

- Bethel Absent
- Bridgewater Absent
- Brookfield Absent
- Danbury Director of Public Works Antonio Iadarola
- Darien Public Works Director Edward Gentile, Jr.
- Greenwich Commissioner of Public Works Amy Siebert
- HARTransit Development Director Richard Schreiner
- New Canaan Absent
- New Fairfield Absent
- New Milford Public Works Director Michael Zarba
- Newtown Public Works Director Frederick Hurley
- Norwalk Assistant Principal Engineer Michael Yeosock
- Norwalk TD CEO Kimberly Morton
- Redding Public Works Director Jeffrey Hanson
- Ridgefield Absent
- Sherman Absent
- Stamford Transportation Planner Emily Provonsha
- Weston Land Use Director Tracy Kulikowski
- Westport Town Engineer Peter Ratkiewich
- Wilton Director of Planning Robert Nerney

Also in Attendance:

Leo Fontaine and Roxane Fromson of CTDOT, Greenwich Public Works Civil Engineer Jason Kaufman, HARTransit Planner Harrison Wenchell, Dunh Hung of the Danbury Engineering Department, Danbury Traffic Engineer Abdul Mohamed, Newtown Public Works Administrator Arlene Miles, Greenwich Deputy Commissioner of Public Works James Michel, New Milford Town Planner Kathy Castagnetta, and WestCOG staff members Robert Brinton, Michael Towle, Kristin Floberg, Robert Sachnin, Carl Zimmerman, Jamie Bastian, Kristin Hadjstylianos and Jonathan Chew.

CALL TO ORDER / PUBLIC COMMENT

The meeting was called to order at 11:05 am by Robert Sachnin. There was no public comment.

PRESENTATION

Overview of CTDOT Americans with Disabilities Act (ADA) Transition Plan: Rob Sachnin welcomed Leo Fontaine of CTDOT who made a presentation on this topic. Mr. Fontaine described the federal ADA requirements and CTDOT's transition plan.

The presentation was followed by questions and answers. Mr. Fontaine was thanked for his attendance.

INFORMATIONAL ITEMS

FY2018-19 Unified Planning Work Program (UPWP): Rob Sachnin commented on the upcoming two-year application for regional transportation planning funds. The two applications are highly detailed as they must be inclusive of many mandatory federal and state transportation planning procedures, he said.

The drafts were submitted to FHWA, FTA, and CTDOT for initial review, and comments received. The next step is review by TAG and MPO members. Endorsement actions will be considered at the May 18th SWRMPO, HVMPO and WestCOG meetings, he said.

MS4 Educational Website: This topic was addressed by Michael Towle. He reviewed the development of MS4 services on the westcog.org site.

Update on Local Road Accident Reduction Program (LRARP): Rob Sachnin reviewed a memo attached to the agenda regarding the 2017 LRARP solicitation for projects. The program seeks to fund highly effective safety improvements and applies to local roads, he said. Applications are assessed by CTDOT using their benefit-cost analysis.

The target program cap is \$500,000 at 90% for the construction phase, with the remainder as the municipal responsibility. Applications are due to the COG on May 22nd.

Submissions for this highly competitive program are capped by CTDOT at two per council of governments regions, Mr. Sachnin said.

State Matching Grant Program via State Statute 13b-38bb: Rick Schreiner reviewed a memo on this program attached to the agenda entitled "State Matching Grant Program for Elderly and Demand Response Transportation." This state funded program has been in place since 2006, and provides matching funds for the transportation of seniors and persons with disabilities in each municipality. Application requirements were discussed.

OPM Responsible Growth and Transit Oriented Development (TOD) Planning Grants: Rob Sachnin reviewed this grant category, which offers funding of up to \$2 million for advancing state and local goals for responsible growth and TOD. He noted that as a result of the most recent grant cycle Danbury, New Canaan and Westport received TOD planning grants.

Transportation Alternatives Program Update: Rob Sachnin noted that the MPOs advanced priorities to CTDOT last December. For the Danbury Urbanized Area, CTDOT has selected the Brookfield Four Corners project. Then for the Bridgeport – Stamford Urbanized Area, where the MPO plays a larger role in selection, staff is working with Norwalk, Ridgefield, and Wilton to address CTDOT comments and next steps.

Snow Removal Operations, Management and Routing Study: Carl Zimmerman spoke to this topic, explaining how staff proposes to address the many comments received from TAG members on the structure of this key study.

As the next step, the significantly revised RFP will be circulated to TAG members for a second review. It was agreed that TAG members are to participate on the consultant selection panel.

ACTION ITEMS

Approval of 4/6/2017 Minutes: On a motion made by Pete Ratkiewich and seconded by Mike Yeosock, the attached minutes of the TAG Meeting of 4/4/2017 were unanimously approved.

HVMPO TIP Endorsement Request: A CT DOT request for a TIP amendment by HVMPO, labeled as HVTIP #Am2017-004, was reviewed by Rob Sachnin, referring to the summary attached to the agenda and included below:

A motion to recommend HVMPO TIP amendment endorsement was made by Fred Hurley and seconded by Mike Zarba. The motion was unanimously approved.

SWRMPO TIP Endorsement Request: A CT DOT request for a TIP amendment by SWRMPO, labeled as SWRTIP #Am2017-004, was reviewed by Rob Sachnin, referring to the summary attached to the agenda and included below:

A motion to recommend SWRMPO TIP amendment endorsement was made by Mike Yeosock and seconded by Jim Michel. The motion was unanimously approved.

FTA 5310 Grant Applications: Richard Schreiner addressed this topic, reviewing an agenda attachment entitled "Prioritization of FTA 5310 Grant Applications." Eleven applications were received and reviewed using application scoring criteria provided by CTDOT, he said.

There was discussion. Then regarding SWRMPO 5310 priorities, on a motion made by Pete Ratkiewich and seconded by Jim Michel, recommendations for SWRMPO consideration were unanimously endorsed. Then regarding HVMPO 5310 priorities, on a motion made by Fred Hurley and seconded by Mike Zarba, recommendations for HVMPO consideration were also unanimously endorsed.

OTHER BUSINESS

Discussion Items, Future Presentations, Upcoming Meetings: The list of upcoming WestCOG related meetings was reviewed. The next TAG meeting is scheduled for 6/6/2017.

ADJOURNMENT

The meeting was then adjourned at 12:25 pm.