

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

December 5, 2017 at 11:00 am

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

Agenda

1. MEETING CALL TO ORDER

2. PUBLIC PARTICIPATION

3. INFORMATIONAL ITEMS

- a. Snow Plow Update
- b. LOTCIP Update
- c. FHWA Safety Performance Measures

Attachment 3b, pp. 1-3

4. ACTION ITEMS

- a. Approval of November 7, 2017 minutes
- b. 2018 TAG Meeting Schedule
- c. Transportation Improvement Program
 - i. HV: Project #96-202, Newtown
- d. LOTCIP Adjustments (*if needed*)

Attachment 4a, pp. 4-6
Attachment 4b, pg. 7

5. OTHER BUSINESS

- a. Discussion Items as Raised by the TAG
- b. Future Presentations & Items of Interest

6. UPCOMING MEETINGS

12/14/2017 – MPO and COG Meetings
1/9/2018 -TAG Meeting

7. ADJOURNMENT

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.

Western Connecticut

COUNCIL OF GOVERNMENTS



TO: TAG Members
FROM: Rob Sachnin, Bob Brinton
DATE: November 28, 2017
RE: LOTCIP Program Update

SFY 18-21 Solicitation: The Region is currently soliciting for new municipal transportation projects. Projects must conform to the [2016 CTDOT LOTCIP guidelines](#) or its successor. Available funding is broken down as follows:

- HV sub region: up to \$11.6 million
- SWR sub region: up to \$17.4 million

Please note that funding for SFY's 20 & 21 is subject to future budget appropriations. Additional details on the regional solicitation may be found [here](#).

Existing Program:

Advancing Projects: Timely advancement of projects is critical to sustaining overall program health and help ensure future appropriations. Although details are contingent on a variety of factors for each project, those expecting to go to construction in 2018 should be finalizing design at this point.

Cost Adjustments: At the December TAG meeting, representatives will be asked for direction in addressing program funding, including:

- Processing pending requests for increases in project costs in the short-term, which could be done as follows:
 - a) Approve cost increases for projects anticipated to reach construction in 2018 in December, January, and/or February, with the understanding that this may reduce the available funding for new projects from the 2018-2021 solicitation, or
 - b) Wait and consider cost increases (all or significant) together with new project applications submitted in response to the upcoming solicitation (this may delay some projects, but would allow all allocations of available program funds to be considered at the same time).
- Rolling surplus funds back into the program, for example, when the grant amount approved by the state (awarded bid plus 20% for contingencies and incidentals) is less than the amount budgeted by the region, and when unexpended funds exist at project completion and/or audit. This would increase the available funding for cost increases and new projects.

Quarterly Progress Reports to CT DOT: WestCOG will need updated project status information from towns that currently have projects in the LOTCIP program for the quarter ending 12/31/17. Required information includes current cost estimates and anticipated final design completion and construction start dates for projects in design; and anticipated completion dates and the amount of expenditures of LOTCIP grant funds during the quarter (10/01/17 to 12/31/17) on construction, inspection, and materials testing, for projects in construction. Please provide the required information to Bob Brinton at rbrinton@westcog.org as soon as possible after 12/31/17.

WestCOG Housatonic Valley Region LOTCIP Program - 10/05/17

	Municipality	Project	Amount	Balance
Available Funding (FY14-FY16), less admin. costs*				\$9,644,710
FY14	Brookfield	"Four Corners" Intersection & Bike/Ped Improvements	(\$837,000)	
FY14	New Fairfield	Candlewood Corners Drainage Project	(\$693,000)	
FY14	New Milford	Still River Drive Roundabout	(\$1,119,175)	
FY15	Newtown	Toddy Hill Road Bridge Replacement	(\$3,200,000)	
FY16	New Milford	Wellsville Avenue Bridge Reconstruction	(\$1,381,000)	
FY16	Ridgefield	Farmingville Road Multi-Use Trail	(\$1,530,000)	
			Remaining Balance	\$884,535
Authorized Funding (FY17), CTDOT to Request Bonding, less admin. costs*				\$4,378,580
FY17	Danbury	White Street Intersection Improvements	(\$2,650,000)	
FY17	Bethel	Downtown TOD Pedestrian and Streetscape Improvements	(\$1,500,000)	
FY17	Sherman	Wakeman Hill Road Pavement Rehabilitation	(\$750,000)	
			Remaining Balance	\$363,115
CTDOT Requested Appropriation (FY18-19), less admin. costs**				\$7,455,420
			Remaining Balance	\$7,818,535

*Based on 6/28/16 CTDOT LOTCIP Program Summary. Also accounts for 3% admin. costs.

**assumes admin. costs at 3%

TAG: COG Approval Recommended 09/06/2017

COG: COG Approved 10/05/2017

WestCOG South West Region LOTCIP Program - 10/05/17

State Fiscal Year	Municipality	Project	Amount	Balance
Available Funding (FY14-16), less admin. costs*				\$18,117,290
FY14	Stamford	Fiber Optic Trunk Cable	(\$5,459,061)	
FY14	Norwalk	(1) Hamilton Ave Staircase	(\$600,000)	
FY15	Norwalk	SoNo Streetscape	(\$2,069,045)	
FY15	Greenwich	Frontage Rd	(\$1,080,000)	
FY15	Stamford	(1) West Ave & West Main St	(\$2,000,000)	
FY16	Darien	(1) Noroton Ave & West Ave	(\$1,200,000)	
FY16	Westport	(1) Main St	(\$850,000)	
FY16	Norwalk	Traffic Signal System Upgrade - Phase 3 (Pedestrian Items Only)	(\$500,000)	
FY16	Stamford	(2) Greenwich Ave & Pulaski St Roundabout	(\$2,100,000)	
			Remaining Balance	\$2,259,184
Authorized Funding (FY17), CTDOT to Request Bonding, less admin. costs*				\$8,111,140
FY17	Greenwich	Sound Beach Ave Bridge & Roundabout	(\$4,900,900)	
FY17	Westport	(2) Riverside Ave	(\$607,115)	
FY17	Greenwich	(1) Davis Ave	(\$2,500,000)	
FY17	Stamford	(3) Strawberry Hill Rd & Rock Spring Rd	(\$1,750,000)	
			Remaining Balance	\$612,309
CTDOT Requested Appropriation (FY18-19), less admin. costs**				\$13,810,860
FY18	Greenwich	(2) Glenville Rd & Brookside Dr	(\$1,750,000)	
FY18	Westport	(3) Compo Rd South	(\$300,000)	
FY18	New Canaan	(1) Locust Ave Parking	(\$2,000,000)	
			Remaining Balance	\$10,373,169
(Overprogramming from April 2016 Solicitation)				
	Greenwich	(3) Lake Ave & Rock Ridge Ave	(\$1,000,000)	
	Stamford	(4) Atlantic St & Main St	(2,000,000)	
	Stamford	(5) Atlantic St & Broad St	(\$500,000)	
	Stamford	(6) Broad St & Summer St	(\$500,000)	

*Based on 6/28/16 CTDOT LOTCIP Program Summary. Also accounts for 3% admin. costs.

**assumes admin. costs at 3%

(#) to left of project name indicates the municipal priority

TAG: COG Approval Recommended 09/06/2017

COG: Approved 10/05/2017

Western Connecticut

COUNCIL OF GOVERNMENTS



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 11/7/2017

Technical Advisory Group (TAG)

Held at 11am at the Comstock Community Center
180 School Road, Wilton, CT 06897

- Bethel: Director of Public Works Douglas Arndt
- Bridgewater: Absent
- Brookfield: Director of Public Works Ralph Tedesco
- Danbury: Director of Public Works Antonio Iadarola
- Darien: Director of Public Works Edward Gentile
- Greenwich: Deputy Commissioner of Public Works James Michel

- HARTtransit: Absent
- New Canaan: Absent
- New Fairfield: Absent
- New Milford: Director of Public Works Mike Zarba
- Newtown: Director of Public Works Fred Hurley
- Norwalk: Assistant Principal Engineer Michael Yeosock
- Norwalk TD: CEO Kimberlee Morton

- Redding: Absent
- Ridgefield: Town Engineer Charles Fisher
- Sherman: Absent
- Stamford: Traffic Engineer Garrett Bolella
- Weston: Land Use Director Tracy Kulikowski
- Westport: Town Engineer Peter Ratkiewich
- Wilton: Director of Planning Robert Nerney

Also in Attendance: from the CT Commission on Human Rights and Opportunities Deputy Director Cheryl Sharp, Contract Compliance Supervisor Alvin Bingham, and Executive Secretary Kristen Daniels; Kerry Ross of CTDOT, Stamford Grants Coordinator Erik Larson, Abdul Mohamed and Tom Altermatt

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of Danbury, Ali Moseni of NYMTC, New Milford Town Engineer Daniel Stanton, New Milford Town Planner Kathy Castagnetta, and WestCOG staff members Kristin Floberg, Robert Sachnin, Bob Brinton, Kristin Hadjstilianos and Jonathan Chew.

CALL TO ORDER / PUBLIC COMMENT

The meeting was called to order at 11:02 am by Principal Planner Robert Sachnin. There was no public comment.

FEATURED PRESENTATION

Update from the CT Commission on Human Rights and Opportunities (CHRO): A presentation was made by CHRO's Deputy Director Cheryl Sharp, assisted by Executive Secretary Kristen Daniels and Contract Compliance Supervisor Alvin Bingham. They explained that the CHRO monitors state funded projects awarded by municipalities and other agencies for compliance with state anti-discrimination laws.

The bulk of their presentation focused upon review of a series of handouts detailing CHRO checklists and procedures. It was clarified that the enforcement process upon contractors is by CHRO, not by the municipalities engaging them or by other state agencies. There was considerable discussion, after which the CHRO staff members were thanked for their informative visit.

INFORMATIONAL ITEMS

Draft 2018 TAG Meeting Schedule. The schedule for upcoming 2018 was reviewed.

Regional Snow Plow Planning Update: Associate Planner Kristin Floberg updated TAG Members on the Snow Plow Planning Project. The consultant has completed the draft route organizations for all towns. These can now be reviewed, with the consultant to address comments, she said.

LOTICIP Projects Update. Rob Sachnin reviewed the Housatonic Valley and South West Region LOTICIP Projects Status Reports dated 10/05/2017. It was noted that continuation of this funding source has been included in the latest state budget. There was brief discussion.

ACTION ITEMS

Approval of 9/6/2017 Minutes: On a motion made by Jim Michel and then seconded by Bob Nerney, the minutes of the TAG Meeting of 9/6/2017 were unanimously approved.

Transportation Improvement Program: Jamie Bastian provided background on a proposed TIP amendment entitled "Housatonic Valley Project #0018-0136 Brookfield Town Center Pedestrian Improvements Phase 2." Selected for funding under the Transportation Alternatives Program, he noted that this project improves connectivity along Brookfield's Route 202 and leverages other improvements in this location.

Ralph Tedesco explained the merits of the project. Then on a motion made by Fred Hurley and seconded by Charlie Fisher, it was voted unanimously to recommend endorsement by HVMPO.

Draft LOTCIP Project Solicitation Methodology: Rob Sachnin reviewed the draft LOTCIP Project Solicitation Methodology attached to the agenda. He is seeking TAG input to be followed by a recommendation to WestCOG for its approval, after which the next project solicitation can be initiated.

There was then considerable discussion. It was agreed that clarity as to status of projects and their competitive environment would be enhanced if the selection criteria entitled “Existing LOTCIP overprogrammed projects” was deleted in Section 5.

Then on a motion made by Tony Iadarola and seconded by Pete Ratkiewich, it was voted unanimously to recommend to WestCOG that it approved the Solicitation Methodology as amended.

Corridor Study Priorities: The agenda attachment entitled “CT Corridor Study Solicitation: Project Prioritization and Recommendations” was reviewed. WestCOG may submit a maximum of two applications to CTDOT.

Kristin Hadjstylianos then gave a PowerPoint presentation on this subject. There was discussion, with the following priorities recommended for advancement:

- Stamford: Washington Boulevard State Routes 493 and 137 Corridor Study at \$300,000
- Danbury and New Fairfield: Routes 37 and 841 Corridor Study at \$200,000

On a motion made by Fred Hurley and seconded by Mike Zarba, the submission priorities above were approved unanimously as the TAG’s recommendation to WestCOG, with Kim Morton abstaining.

OTHER BUSINESS

Discussion Items as Raised by the TAG: There was no discussion.

UPCOMING MEETINGS / ADJOURNMENT

It was stated that the next MPO and COG meeting will be on 11/16/2017, with the next TAG meeting scheduled for 12/5/2017. The meeting was then adjourned at 12:45 pm.

WestCOG Technical Advisory Group (TAG) 2018 Annual Meeting Schedule

Meeting Location - Comstock Community Center, 180 School Road, Wilton, CT, 06897

***Held on the Tuesday two weeks before the monthly MPO meeting, unless otherwise noted.

<u>Date 2018</u>	<u>TAG Meeting</u>
***Tuesday, Jan. 9	11:00 am – 12:00 pm
Tuesday, Jan. 30	11:00 am – 12:00 pm
***Tuesday, March 6	11:00 am – 12:00 pm
Tuesday, April 3	11:00 am – 12:00 pm
Tuesday, May 1	11:00 am – 12:00 pm
Tuesday, June 5	11:00 am – 12:00 pm
***Monday, July 2	11:00 am – 12:00 pm
Tuesday, July 31*	11:00 am – 12:00 pm
***Wednesday, Sept. 12	11:00 am – 12:00 pm
Tuesday, Oct. 2	11:00 am – 12:00 pm
Tuesday, Oct. 30	11:00 am – 12:00 pm
Tuesday, Nov. 27	11:00 am – 12:00 pm

*Meeting Location: WestCOG Office, Sandy Hook & via teleconference