

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

January 30, 2018 at 11:00 am

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

Agenda

- 1. MEETING CALL TO ORDER**
- 2. PUBLIC PARTICIPATION**
- 3. FEATURED PRESENTATION**
 - a. DEEP MS4 Permit Requirements; Amanda Ryan, UConn Municipal Stormwater Educator
- 4. INFORMATIONAL ITEMS**
 - a. Snow Plow Update
 - b. FTA 5310 Funding Solicitation Attachment 4b, pp. 1-2
 - c. CTDOT 2018-2050 LRTP Attachment 4c, pg. 3
 - d. State Funding Discussion
 - e. FTA TAM Update
- 5. ACTION ITEMS**
 - a. Approval of December 5, 2017 Minutes Attachment 5a, pp. 4-5
 - b. FHWA Safety Performance Measures Attachment 5b, pp. 6-8
 - c. LOTCIP Adjustments Attachment 5c, pp. 9-10
 - d. Transportation Improvement Program
- 6. OTHER BUSINESS**
 - a. Discussion Items as Raised by the TAG
 - b. Future Presentations & Items of Interest
- 7. UPCOMING MEETINGS**

2/15/2018 – MPO and COG Meetings
3/6/2018 -TAG Meeting
- 8. 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: HVMPPO, SWRMPO, and TAG Members
 FROM: Rob Sachnin, Rick Schreiner, William Kenny, Harrison Wenchell
 DATE: January 23, 2018
 RE: **Section 5310 Grant Program Solicitation**

Overview: WestCOG is soliciting applications for funding under the Federal Transit Administration's Section 5310 grant program.

The Section 5310 program is intended to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options. It supports transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all areas of Connecticut – large urbanized (over 200,000), small urbanized (50,000–200,000), and rural (under 50,000).

Eligible Recipients: recipients include private nonprofit organizations, states or local government authorities, or operators of public transportation. Taxi companies may participate in the Section 5310 program as contractors, and may apply via a coordinating entity.

Grant Types and Funding: There are three different application forms that can be completed depending on the type of project. These include Traditional Section 5310 Capital Grants (vans), Non-traditional Section 5310 Capital Grants and Section 5310 Operating. The grants provide up to 50% of operating costs and 80% of capital costs for a broad spectrum of projects, depending on the type of grant. Purchase of service agreement with Transit Districts may receive up to 80% in operating funds.

Additional Details: including applications and program criteria may be found at CTDOT's Section 5310 program website, www.ct.gov/dot/5310

Important Deadlines:

- **Friday, February 16, 2018:** traditional applicants: must publish a Public Notice one (1) time in a major newspaper with the greatest readership in the proposed area by Please note that letters to operators in the Region are required 1-week before this deadline.
- **Friday, February 23, 2018:** *optional*, but highly recommended deadline for COG review of draft applications for completeness.
- **Friday, March 2, 2018:** finalized applications should be sent electronically to DOT.Section5310@ct.gov for CTDOT, and to William Kenny of WestCOG at wkenny@westcog.org.

WestCOG Assistance: staff will provide technical assistance to those interested in applying, and will review and prioritize regional applications. Please contact Will Kenny at wkenny@westcog.org or 475-323-2065.

**Connecticut Department of Transportation
Section 5310 FFY 2017 Application Announcement
Enhanced Mobility of Seniors & Individuals with Disabilities**

The Section 5310 applications for the FFY 2017 funding cycle are now available on the Connecticut Department of Transportation (CTDOT) website. To access the applications, go to www.ct.gov/dot/5310.

Applications and supporting documentation must be submitted via email to DOT.Section5310@ct.gov with a cc to the appropriate Regional Planning Organization (RPO) no later than **4:00PM on Friday, March 2, 2018**. CTDOT and the RPOs will not review late applications.

Traditional Section 5310 Capital Application – Updates:

- Traditional applicants must publish a Public Notice one (1) time in a major newspaper with the greatest readership in the proposed service area by **Friday, February 16, 2018**.
- Traditional applicants must send letters to transportation operators in the region notifying of the Public Notice posting at least one week prior to the publish date.
- There are now two (2) separate budget pages in the Traditional Section 5310 Capital application for applicants interested in applying for two (2) vehicles.

Program & Application Overview:

- The Section 5310 program provides federal funding for capital and operating expenses to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options.
- Eligible recipients of this competitive program include:
 - Private nonprofit organizations
 - State or local government authorities
 - Operators of public transportation
 - i. Taxi companies may participate in the Section 5310 program as contractors, and must apply via a coordinating entity, such as a nonprofit organization or transit district.
- There are three (3) separate applications; applicants should submit the one that corresponds to the type of project funding being requested.
 1. Traditional Section 5310 Capital
 2. Nontraditional Section 5310 Capital
 3. Section 5310 Operating
- The Application Instructions packet should be read thoroughly and should not be submitted with the application.
- The federal share of eligible capital costs may not exceed 80 percent, and 50 percent for operating assistance.
- The useful life requirement for replacement vehicles is 4 years or 100,000 miles for a mini-van and 5 years or 150,000 miles for a mini-bus or bus.
- All applications must be sent via email only, in one (1) attachment. Organizations for which this requirement causes undue hardship should contact CTDOT to discuss alternatives for submitting the application.



Western Connecticut

COUNCIL OF GOVERNMENTS



TO: TAG Members
FROM: Francis Pickering, Rob Sachnin, Kristin Hadjstylianos
DATE: January 23, 2018
RE: CTDOT Draft 2018-2050 Long-Range Transportation Plan

Overview: In late December, CTDOT announced the release of their [Draft 2018-2050 Statewide Long-Range Transportation Plan \(LRTP\)](#). Per federal law, States are required to prepare a LRTP, which provides the framework and vision for multimodal transportation capital improvements over a 20+ year horizon.

Public Comment Period: a 45-day public comment is underway. Comments may be submitted by the Region or individually.

Potential Regional Comments: may be discussed during the January 18, 2018 MPO and COG meetings. Given to short turnaround time, staff are actively reviewing the draft document and will be prepared to summarize plan elements and help facilitate a discussion regarding direction at the meeting.

Individual Comments: methods are illustrated provided below:

- Public Information Meetings: will be held on Tuesday, January 16, 2018 from 12:30-3:00pm and 6:30-9:30 pm, at CTDOT's headquarters in Newington.
- Written Comments: are due February 1, 2018 and may be submitted in writing by mail or electronically to the contact information below:
 - Mail: David Elder, Bureau of Policy and Planning, CTDOT, P.O. Box 317546, Newington, CT, 06131-7546
 - E-mail: DOT.LRP@ct.gov

Additional Information: may be found at [CTDOT's 2018 Statewide LRTP website](#).

Staff Point-of-Contact: any regionally-specific questions or concerns may be directed to Kristin Hadjstylianos, 475-323-2073, khadjstylianos@westcog.org

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 12/5/2017

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	City Traffic Engineer Abdul Barry Mohamed
• Darien	Absent
• Greenwich	Deputy Commissioner of Public Works James Michel
• HARtransit	Development Director Richard Schreiner
• New Canaan	Director of Public Works Tiger Mann
• 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	Absent
• Redding	Absent
• Ridgefield	Absent
• Sherman	Absent
• Stamford	Absent
• Weston	Land Use Director Tracy Kulikowski
• Westport	Town Engineer Peter Ratkiewich
• Wilton	Absent

Also in Attendance:

WestCOG staff members, Robert Sachnin, Kristin Floberg, Bob Brinton, Jamie Bastian, Kristin Hadjstylianos, and Nicole Sullivan. Josh Rickman of CTtransit, Harrison Wenchell of HARtransit, Ali Mohseni of MHSTCC, Kerry Ross of CTDOT, and City of Danbury Engineer Tom Altermatt were also in attendance.

CALL TO ORDER / PUBLIC COMMENT

The meeting was called to order at 11:07am by Principal Planner Robert Sachnin, who welcomed Josh Rickman of CTtransit and Tiger Mann of New Canaan Public Works. The TAG was updated on Senior Project Manager and former HVCEO Executive Director Jonathan Chew's retirement. Principal Planner Sachnin acknowledged and sincerely thanked Mr. Chew for over 40 years of dedicated service to the region. There was no public comment.

INFORMATIONAL ITEMS

Snow Plow Update: Associate Planner Kristin Floberg updated the TAG Members on the Snow Plow study, explaining that the draft baseline report is completed and that comments are welcomed before the report is officially brought to the TAG for final review. Associate Planner Floberg stated that the town routes have been completed and look to each town to set up a meeting to review. Additionally, methodology for the inter town scenario was presented, no comments or changes were suggested by the group.

LOTICIP Update: Principal Planner Sachnin stated that the Fiscal Years 2018-2021 LOTICIP project solicitation is open. Project Manager Bob Brinton provided an update for existing projects, noting the importance of timely submission of project documents to ensure projects remain on schedule. Potential cost adjustments to certain project funding was discussed.

FHWA Safety Performance Measures: The final rule for safety performance measures were described by Principal Planner Sachnin. Principal Planner Sachnin and Kerry Ross of CTDOT acknowledged each other's thorough efforts. Options regarding targets was discussed.

ACTION ITEMS

Approval of 11/7/2017 Minutes: On a motion made by Director of Public Works Fred Hurley and seconded by Director of Public Works Mike Zarba the minutes of the TAG Meeting of 11/7/2017 were unanimously approved.

2018 TAG Meeting Schedule: On a motion made by Land Use Director Tracy Kulikowski and seconded by Director of Public Works Mike Zarba the 2018 TAG Meeting Schedule was unanimously approved.

HVMPO TIP Endorsement Request: A CTDOT amendment request for the 2018-2021 Transportation Improvement Program was reviewed by Associate Planner Jamie Bastian for project #96-202: Newtown Pedestrian Improvements, with funding provided by the TAP program. A motion to recommend HVMPO TIP amendment endorsement was made by Director of Public Works Mike Zarba and seconded by Town Engineer Peter Ratkiewich, followed by unanimous recommendation.

LOTICIP Adjustments (if needed): Following the informational LOTICIP update, it was decided that a cost adjustment based on CTDOT comments for the New Milford Still River Drive Roundabout should be recommended. A motion to recommend adjustment of the allocation for this project to \$1,219,175 to the COG was made by Director of Public Works Fred Hurley and seconded by Director of Public Works Ralph Tedesco, with unanimous approval.

OTHER BUSINESS

Discussion Items as Raised by the TAG: There was none stated.

Future Presentations & Items of Interest: There was none stated.

UPCOMING MEETINGS/ADJOURNMENT

The next MPO and COG meetings will be held on December 14th. The next TAG meeting will be held on January 9th. The meeting was then unanimously adjourned at 11:49am.

Western Connecticut

COUNCIL OF GOVERNMENTS



TO: TAG Members
FROM: Robert Sachnin
DATE: January 23, 2018

RE: FHWA Safety Performance Measures

Action Requested: review and recommend MPO endorsement of Federal Highway Administration (FHWA) Safety Targets using one of the two options described in this memo. By law, all MPO's must endorse these targets by February 27, 2018.

Background: On March 15, 2016, FHWA published a final rule to establish performance measures for State departments of transportation to carry out the Highway Safety Improvement Program (HSIP). The HSIP is a federal-aid program which seeks to reduce traffic fatalities and serious injuries on all public roads.

Performance measures are a relatively new federal law requiring data-driven decision-making for transportation planning and programming. In this case, performance measures are safety-related and included the following categories:

- Number of Fatalities
- Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT)
- Number of Serious Injuries
- Rate of Serious Injuries per 100 million VMT
- Number of Non-Motorized Fatalities and Serious Injuries

Role of MPO in Performance Measures: both CTDOT and the Connecticut MPOs are required to establish and report safety targets, but at different times. CTDOT set their targets for the five categories referenced above on August 2017, and notified the MPOs of these targets last month. Following the establishment and approval of State targets, MPO's have 180 days to either support CTDOT targets or establish other targets. Targets may be adjusted annually.

CTDOT Safety Targets: the targets set on August 27, 2017 are:

- Number of Fatalities: 5-year rolling average = 257
- Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT): 0.823
- Number of Serious Injuries: 5-year rolling average = 1,571
- Rate of Serious Injuries per 100 million VMT: 5.033
- Number of Non-Motorized Fatalities and Serious Injuries: 280

CTDOT supporting justification provided by CTDOT is included at the end of this memo.

Next Steps: the 180-day window for setting MPO targets closes on February 27, 2018 and requires action. The MPO's have two options:

- Support CTDOT Safety Targets: consistent with the direction CT MPOs and those nationwide appear to be heading. Following action, concurrence with CTDOT targets would be sent to CTDOT. Under this scenario, most of the work is conducted by CTDOT.
- Commit to a different quantifiable target for the MPO area: requires the MPO to perform most of the work, as identified in the table below:

Option	MPO Supports CTDOT Targets	MPO Sets a Different Target
MPO Responsibility	<ul style="list-style-type: none"> • Endorse CTDOT targets and submit to CTDOT • Use CTDOT data for inclusion in future Long Range Plan and TIP 	<ul style="list-style-type: none"> • Endorse different MPO targets and report them to CTDOT • Analyze safety data • Report on: baseline performance, VMT estimates and methodology, as well as progress towards achieving targets • Incorporate MPO derived data into future Long Range Plan and TIP
CTDOT Responsibility	<ul style="list-style-type: none"> • Report State and MPO targets to FHWA • Analyze safety data • Report on: baseline performance, VMT estimates and methodology, as well as progress towards achieving targets • Incorporate results into future Long Range Plan and TIP 	<ul style="list-style-type: none"> • Report State and MPO targets to FHWA • Receive MPO report and make available to FHWA

CTDOT Safety Targets and Justification, from August 2017:

- 5-year rolling average = 257
- Justification: While fatality figures have fluctuated during the five year reporting period, the five-year moving average and trend has continued to decrease for the 2011-2015 baseline period. Although the five year moving average decreased during the 2011-2015 baseline period, preliminary 2016 data show the fatality total of 311 and the five year moving average of 275 to represent an increase in the five year moving average. The 2017 data shows current fatality trends to keep pace with 2016 for the year to date. For this reason, the fatality trend is expected to increase during the following calendar year. After reviewing the 2017-2021 Strategic Highway Safety Plan (SHSP) goals, CTDOT chose to maintain the current five year moving average.

Rate of Fatalities

- Per 100 million VMT = 0.823

- Justification: The five year moving average decreased from .859 (2007-2011) to .823 during the 2011-2015 baseline period. Although the five year moving average decreased during the 2011-2015 baseline period, preliminary 2016 data show the fatality total of 311 and the five year moving average of 269 to represent an increase in the five year moving average. 2017 data show current fatality trends to keep pace with 2016 for the year to date. Based on the anticipated increase in fatalities in 2016 and 2017 the Fatality rate per 100M VMT trend is expected to increase during the following calendar year. After reviewing the 2017- 2021 SHSP goals and emphasis area strategies, CTDOT chose to maintain the current five year moving average.

Number of Serious Injuries

- 5-year rolling average = 1,571
- Justification: While Serious (A) Injuries have fluctuated during the five year reporting period, the five year moving average and trend has continued to decrease for the 2011-2015 baseline period. Although the five year moving average decreased during the 2011- 2015 baseline period, preliminary 2016 data show the Serious (A) Injury total of 1,692 and the five year moving average of 1,575 to represent an increase in the five year moving average. Serious Injury totals have increased for consecutive years, for this reason, the Serious (A) Injury trend is expected to increase during the following calendar year. After reviewing the 2017-2021 SHSP goals and emphasis area strategies, CTDOT chose to maintain the current five year moving average.

Rate of Serious Injuries

- Per 100 million VMT = 5.033
- Justification: While Serious (A) Injuries have fluctuated during the five year reporting period, the five year moving average and trend has continued to decrease for the 2011-2015 baseline period. Although the five year moving average decreased during the 2011- 2015 baseline period, preliminary 2016 data show the Serious (A) Injury per 100M VMT total of 4.830 and the five year moving average of 5.033 to represent an increase in the five year moving average. Serious Injury totals have increased for consecutive years, for this reason, the Serious (A) Injury per 100M VMT trend is expected to increase during the planning period. After reviewing the 2017-2021 SHSP goals and emphasis area strategies, CTDOT chose to maintain the current five year moving average.

Number of Non-Motorized Fatalities and Serious Injuries

- 5-year rolling average = 280
- Justification: Although Pedestrian and Bicyclist Fatalities and Serious Injuries have maintained a fairly steady level over the reporting period, there has been an increase in this measure during the last two years. Preliminary 2016 and 2017 data show this increase to be maintained during the current year. Though 2016 VMT data was not available at the time of goal setting for the 2018 planning period, this trend is expected to continue and possibly increase. For this reason, the fatality and serious injury trends are expected to increase during the planning period and maintaining the current number of pedestrian bicyclists killed and seriously injured was chosen. After reviewing the 2017-2021 SHSP goals and emphasis area strategies, CTDOT chose to maintain the current number of pedestrian and bicyclists killed and seriously injured.

WestCOG Housatonic Valley Region LOTCIP Program - 01/22/2018 - Proposed Adjustments

State Fiscal Year	Municipality	Project	Amount	Balance
Available funding (FY14-16), net of admin. costs*				\$9,642,880
FY14	Brookfield	"Four Corners" Intersection & Bike/Ped Improvements	(\$798,351)	①
FY14	New Fairfield	Candlewood Corners Drainage Project	(\$553,981)	②
FY14	New Milford	Still River Drive Roundabout	(\$1,219,175)	
FY15	Newtown	Toddy Hill Road Bridge Replacement	(\$2,247,047)	③
FY16	New Milford	Wellsville Avenue Bridge Reconstruction	(\$1,148,534)	④
FY16	Ridgefield	Farmingville Road Multi-Use Trail	(\$1,530,000)	
			Remaining Balance	\$2,145,792
Funding (FY17-19) authorized by Legislature but not yet allocated by CT State Bond Commission, net of admin. costs				\$11,803,500
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	\$9,049,292

*Based on 08/31/2017 CT DOT LOTCIP Program Summary & 01/18/2018 CT DOT Interim LOTCIP Program Status Guidance to COGs

TAG: COG Approval Recommended __/__/__

COG: Approved __/__/__

- ① Proposed adjustment = reduce from \$837,000 to \$798,351, based on actual CT DOT grant amount
- ② Proposed adjustment = reduce from \$693,000 to \$553,981, based on actual CT DOT grant amount
- ③ Proposed adjustment = reduce from \$3,200,000 to \$2,247,047, based on actual CT DOT grant amount
- ④ Proposed adjustment = reduce from \$1,381,000 to \$1,148,534, based on actual CT DOT grant amount

WestCOG South Western Region LOTCIP Program - 01/22/2018 - Proposed Adjustments

State Fiscal Year	Municipality	Project	Amount	Balance
Available funding (FY14-16), net of admin. costs*				\$17,863,040
FY14	Stamford	Fiber Optic Trunk Cable	(\$5,411,892) ①	
FY14	Norwalk	Hamilton Ave Staircase	(\$600,000)	
FY15	Norwalk	SoNo Streetscape	(\$2,069,045)	
FY15	Greenwich	Frontage Rd & Delavan Ave Streetscape	(\$1,080,000)	
FY15	Stamford	West Ave & West Main St Intersection	(\$2,000,000)	
FY16	Darien	Noroton Ave & West Ave Intersection	(\$1,200,000)	
FY16	Westport	Main St & Compo Rd North Sidewalks	(\$850,000)	
FY16	Norwalk	Traffic Signal System Upgrade - Phase 3 (Pedestrian Items Only)	(\$500,000)	
FY16	Stamford	Greenwich Ave & Pulaski St Roundabout	(\$2,350,000) ②	
			Remaining Balance	\$1,802,103
Funding (FY17-19) authorized by Legislature but not yet allocated by CT State Bond Commission, net of admin. costs				\$21,865,500
FY17	Greenwich	Sound Beach Ave Bridge & Roundabout	(\$4,900,900)	
FY17	Westport	Riverside Ave Sidewalks	(\$607,115)	
FY17	Greenwich	Davis Ave Bridge	(\$2,500,000)	
FY17	Stamford	Strawberry Hill Rd & Rock Spring Rd Intersection	(\$1,750,000)	
FY18	Greenwich	Glenville Rd & Brookside Dr Intersection	(\$1,750,000)	
FY18	Westport	Compo Rd South Sidewalks	(\$300,000)	
FY18	New Canaan	Locust Ave Parking	(\$2,000,000)	
			Remaining Balance	\$9,859,588

*Based on 08/31/2017 CT DOT LOTCIP Program Summary & 01/18/2018 CT DOT Interim LOTCIP Program Status Guidance to COGs

TAG: COG Approval Recommended __/__/__

COG: Approved __/__/__

① Proposed adjustment = reduce from \$5,459,061 to \$5,411,892, based on actual CT DOT grant amount

② Proposed adjustment = increase from \$2,100,000 to \$2,350,000 based on increased scope of work for roundabout approaches