

**Meeting of the Housatonic Valley & South Western Region
Metropolitan Planning Organizations
April 19, 2018 at 11:30 am**

**WestCOG office- 1 Riverside Rd, Sandy Hook, CT 06482
or via teleconference: 515-739-1034, access code: 500386#**

Agenda

- 1. MEETING CALL TO ORDER**
- 2. PUBLIC PARTICIPATION**
- 3. INFORMATION ITEMS**
 - a. CTDOT Route 1 RSAs
 - b. State Matching Grant Program/13b-38bb Attachment 3b, pp 1-6
 - c. FHWA/FTA Quadrennial Certification Review (SWR)
- 4. ACTION ITEMS***
 - a. Approval of March 15, 2018 Meeting Minutes (HV & SWR) Attachment 4a, pp. 7-10
 - b. TIP Amendment Attachment 4b, pp. 11-12
 - i. HV – Project #96-201, Newtown
 - c. FTA 5310 Priorities Attachment 4c, pg. 13
- 5. OTHER BUSINESS**
- 6. NEXT MEETING:** May 17, 2018 beginning at 11:30am
- 7. ADJOURNMENT**

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

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Western Connecticut

COUNCIL OF GOVERNMENTS



TO: MPO and COG Members
 FROM: Rob Sachnin, Rick Schreiner, Will Kenny, Harrison Wenchell
 DATE: April 12, 2018

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

Overview: CTDOT has announced an updated 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 support 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 not required this round 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 19 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 is requesting a program budget (“worksheet”) submission for FY19, which is attached.

It is recommended that the grant program and sign off for the MGP certifications be placed on the agenda for your municipal boards soon and to avoid any delays.

Submission: of required materials are due to WestCOG and CTDOT by **May 18, 2018**. Materials should be transmitted to the following contacts:

- **CTDOT:** Aimee Marques, Aimee.Marques@ct.gov
- **WestCOG:** Will Kenny, wkenny@westcog.org

Assistance - please direct all inquiries to: Rick Schreiner, HARtransit: 203-744-4070 x129; ricks@hartransit.com

Attachments:

- CTDOT Maintenance of Effort Certification and Assignability Certification
- CTDOT dial-a-ride worksheet
- CTDOT FY2019 Allocations

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 2019.

Attachment 2 – Grant Assignment Those who coordinate

Attachment 1-Maintenance of Effort Certifications

Maintenance of Effort Certification

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

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

Signature

Date

	expected 2019				
Drivers salaries					
Part-time drivers					
Coordinator					
Supervisor/clerk					
10% or director's salaries					
Fringe Benefits					
SS/ Medicare					
Cell phones					
Gas/diesel					
Van/car insurance					
Salaries of maintenance workers					
Maintenance and repairs					
Tires/tubes					
Lubricants					
In-kind/volunteer service					
Purchased transportation					
Materials and Supplies					
Donations					
*Other					
*Other					
*Other					
Total	\$ -	\$ -	\$ -	\$ -	\$ -

FB= health insurance, sick, vacation days
Materials and supplies= copy machine
paper, paper clips, pencils, pens,
use of computer for program .
*Please provide detail for "other"



City/Town	Total Fiscal Year 2019 Apportionment**
Bethel	\$20,673
Bridgewater	\$10,205
Brookfield	\$21,590
Danbury	\$67,230
Darien	\$18,971
Greenwich	\$72,902
New Canaan	\$25,399
New Fairfield	\$21,307
New Milford	\$50,048
Newtown	\$47,730
Norwalk	\$68,422
Redding	\$23,765
Ridgefield	\$34,349
Sherman	\$14,750
Stamford	\$98,302
Weston	\$16,443
Westport	\$31,603
Wilton	\$25,665

****Apportionments are based on information provided by CTDOT on 2/23/18
Please note, that fiscal year 2019 falls under calendar year 2018.**

Disclaimer: These interim minutes of the Housatonic Valley Metropolitan Planning Organization (“HVMPO” or “MPO”) 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 HVMPO 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 HVMPO.

Housatonic Valley
Metropolitan Planning Organization
INTERIM HVMPO MINUTES
For the 03/15/2018 Meeting
Held at the Ridgefield Visiting Nurse Association
27 Governor Street, Ridgefield, CT 06877

Chairman Rudolph Marconi - Vice Chairman Julia Pemberton

MEMBERS IN ATTENDANCE

Bethel	First Selectman Matt Knickerbocker
Bridgewater	First Selectman Curtis Read
Brookfield	First Selectman Steve Dunn
Danbury	Absent
New Fairfield	Absent
New Milford	Mayor Pete Bass
Newtown	First Selectman Dan Rosenthal
Redding	First Selectman Julia Pemberton
Ridgefield	Town Engineer Charles Fisher
Sherman	First Selectman Don Lowe
HARtransit	Development Director Rick Schreiner
CTDOT	Transportation Planner Kerry Ross (non-voting)
MPO Staff	Executive Director Francis Pickering (non-voting)

OTHERS IN ATTENDANCE

WestCOG staff members in attendance were Robert Sachnin, Patricia Payne, Jamie Bastian, Nicole Sullivan, and Kristin Hadjstylianos. Also in attendance were; Harrison Wenchell of HARtransit, Max Friedman of CCM, Martin Fox of Westport Transit District, Adam Schnell Town of Ridgefield, Sara Harris Town of Westport, Mark Massaro of Eversource, Lissette Andino of Eversource, Samantha Sojka of Eversource, and Tracey Alston of Eversource. As well as James Root and Mose Saccasy. Susan Marks of the Darien Board of Selectman, New Canaan First Selectman Kevin Moynihan, Norwalk Mayor Harry Rilling (teleconference), Stamford Transportation Bureau Chief Jim Travers, Weston First Selectman Chris Spaulding, Westport First Selectman James Marpe, Wilton First Selectman Lynne Vanderslice, and Norwalk Transit CEO Kimberlee Morton were in attendance.

CALL TO ORDER

HVMPO Vice Chairman Julia Pemberton called the meeting to order at 11:33am.

PUBLIC PARTICIPATION

There was no public participation.

FEATURED PRESENTATION

Development Director Rick Schreiner and Transportation Planner Harrison Wenchell of HARTransit presented on the Commuter and Rail Parking Study.

INFORMATIONAL ITEMS

FTA 5310 Prioritization Schedule: Principal Planner Sachnin described the analyzation process and coordination with CTDOT. Endorsement of priorities will begin in April.

State Matching Grant Program/13b-38bb: Principal Planner Sachnin noted the matching program provided by the State of Connecticut for municipalities that provide “dial-a-ride” services. The deadline for submissions to the Region and CTDOT is May 18th, 2018.

USDOT 2018 Quadrennial Certification Review (SWR): Principal Planner Sachnin noted the process for certification, which pertains to the South Western Region MPO only. The review has been scheduled for April 26th.

ACTION ITEMS

HVMPO Approval of 02/15/2018 Meeting Minutes: After review and on a motion made by First Selectman Steve Dunn and seconded by First Selectman Matt Knickerbocker, the minutes of the meeting of 02/15/2018 were unanimously approved except with an abstention made by the Town of Ridgefield.

HVMPO 2018-2021 Transportation Improvement Program: Amendments to project #117-161; Ridgefield-Branchville TOD Bike/Pedestrian Improvements and project #300-XXXX; New Haven Line Bridge Timber Replacement Project were discussed in regards to the Transportation Improvement Program. On a motion made by First Selectman Matt Knickerbocker and seconded by First Selectman Curtis Read, the HVMPO TIP amendments were unanimously endorsed.

OTHER BUSINESS

There was discussion regarding I-95.

ADJOURNMENT

The next MPO meeting will be held on April 19th. On a motion duly made and seconded it was voted unanimously to adjourn the meeting at 12:20pm.

Disclaimer: These interim minutes of the South Western Region Metropolitan Planning Organization (“SWRMPO” or “MPO”) 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 SWRMPO 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 SWRMPO.

South Western Region
Metropolitan Planning Organization
INTERIM SWRMPO MINUTES
For the 03/15/2018 Meeting
Held at the Ridgefield Visiting Nurse Association
27 Governor Street, Ridgefield, CT 06877

Chairman Jayme Stevenson - Vice Chairman James Marpe

MEMBERS IN ATTENDANCE

- | | |
|------------|---|
| Darien | Susan Marks, Board of Selectman |
| Greenwich | First Selectman Peter Tesei (teleconference) |
| New Canaan | First Selectman Kevin Moynihan |
| Norwalk | Mayor Harry Rilling (teleconference) |
| Stamford | Transportation Bureau Chief Jim Travers |
| Weston | First Selectman Chris Spaulding |
| Westport | First Selectman James Marpe |
| Wilton | First Selectman Lynne Vanderslice |
| Transit | CEO Kimberlee Morton |
| CTDOT | Transportation Planner Kerry Ross (non-voting) |
| MPO Staff | Executive Director Francis Pickering (non-voting) |

OTHERS IN ATTENDANCE

WestCOG staff members in attendance were Robert Sachnin, Patricia Payne, Jamie Bastian, Nicole Sullivan, and Kristin Hadjstylianos. Also in attendance were; Harrison Wenchell of HARTransit, Max Friedman of CCM, Martin Fox of Westport Transit District, Adam Schnell Town of Ridgefield, Sara Harris Town of Westport, Mark Massaro of Eversource, Lissette Andino of Eversource, Samantha Sojka of Eversource, and Tracey Alston of Eversource. As well as James Root and Mose Saccasy. Bethel First Selectman Matt Knickerbocker, Bridgewater First Selectman Curtis Read, Brookfield First Selectman Steve Dunn, New Milford Mayor Pete Bass, Newtown First Selectman Dan Rosenthal, Redding First Selectman Julia Pemberton, Ridgefield Town Engineer Charles Fisher, Sherman First Selectman Don Lowe, and HARTransit Development Director Rick Schreiner were in attendance.

CALL TO ORDER

SWRMPO Vice Chairman James Marpe called the meeting to order at 11:33am.

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1 Riverside Road, Sandy Hook, CT 06482 Tel/Fax: 475-323-2060

PUBLIC PARTICIPATION

There was no public participation.

FEATURED PRESENTATION

Development Director Rick Schreiner and Transportation Planner Harrison Wenchell of HARTransit presented the Commuter and Rail Parking Study.

INFORMATIONAL ITEMS

FTA 5310 Prioritization Schedule: Principal Planner Sachnin described the analyzation process and coordination with CTDOT. Endorsement of priorities will begin in April.

State Matching Grant Program/13b-38bb: Principal Planner Sachnin noted the matching program provided by the State of Connecticut for municipalities that provide “dial-a-ride” services. The deadline for submissions to the Region and CTDOT is May 18th, 2018.

USDOT 2018 Quadrennial Certification Review (SWR): Principal Planner Sachnin noted the process for certification, which pertains to the South Western Region MPO only. The review has been scheduled for April 26th.

ACTION ITEMS

SWRMPO Approval of 02/15/2018 Meeting Minutes: After review and on a motion made by First Selectman Lynne Vanderslice and seconded by First Selectman Kevin Moynihan the minutes of the meeting of 02/15/2018 were unanimously approved. Abstentions were made by the Town of Weston, Norwalk Transit District, and the Town of Darien.

SWRMPO 2018-2021 Transportation Improvement Program: Amendments to project #300-XXXX; New Haven Line Bridge Timber Replacement Project, project #0102-0363; Rehabilitation of Bridge #00061 in Norwalk, and project #0161-0141; Intersection Improvements at Grumman Hill Road in Wilton were discussed in regards to the Transportation Improvement Program. On a motion made by Transportation Bureau Chief Jim Travers and seconded by First Selectman Kevin Moynihan, the SWRMPO TIP amendments were unanimously endorsed.

OTHER BUSINESS

There was discussion regarding I-95.

ADJOURNMENT

The next MPO meeting will be held on April 19th. On a motion duly made and seconded it was voted unanimously to adjourn the meeting at 12:20pm.

Western Connecticut

COUNCIL OF GOVERNMENTS



HVMPO FFY 2018-2021 Transportation Improvement Program (TIP)

MPO Action Requested: Review and consider TIP amendment endorsement.

Background: The FFY2018-2021 Housatonic Valley TIP was endorsed by the MPO on August 17th, 2017. The TIP was incorporated into the larger Statewide TIP, which was approved by USDOT and EPA on October 19th, 2017.

Amendment #2018-0419:

0096-0201: Newtown—Rehabilitation of bridges 01218 & 04180

This CTDOT-requested TIP amendment involves the rehabilitation of the two bridges carrying Interstate 84 over the Housatonic River. This project will maintain a state of good repair by performing much needed repairs on both structures. This amendment covers an increase to the design costs of the project.

Originally, the scope of the project was to replace the concrete decks of both bridges. After analysis, however, CTDOT determined that the bridges' superstructures also needed to be replaced. This process involves shifting traffic from the bridge being rehabilitated to the adjacent bridge during construction. This additional requirement adds to the design cost for the project. CTDOT will maintain the current number of lanes during construction, and does not foresee an increase in congestion.

The final design phase of this project will increase to \$3.1 million. This project is funded through the National Highway Performance Program, and is funded through an 80/20 Federal/State split. The other phases of the project are not affected by this amendment.

Region	FACode	Proj#	AQCd	Rte/Sys	Town	Description	Phase	Year	Tot\$(000)	Fed\$(000)	Sta\$(000)	Loc\$(000)	Comments
02	NHPP-BRX	0096-0201	X6	I-84	NEWTOWN	REHAB BR 01218 & 04180 O/ HOUSATONIC RV	FD	2018	3,100	2,790	310	0	INCREASE ESTIMATE FROM FED \$630K

AQC X6- exempt

**HOUSATONIC VALLEY
METROPOLITAN PLANNING ORGANIZATION**
BETHEL•BRIDGEWATER•BROOKFIELD•DANBURY•NEW FAIRFIELD•NEW MILFORD•NEWTOWN•
REDDING•RIDGEFIELD•SHERMAN

**RESOLUTION #2018-004 Resolution to Endorse the Housatonic Valley
FY2018-2021 Transportation Improvement Program - FHWA**

WHEREAS: Present federal regulations governing federal transportation assistance in urban areas prescribe that a Transportation Improvement Program be structured for each urban area which realistically balances need and financial resources over a four year period; and

WHEREAS: The *Housatonic Valley FFY2018-2021 Transportation Improvement Program (TIP)* has been reviewed by the transportation technical and policy boards as well as the public.

WHEREAS: The projects are consistent with the *Housatonic Valley Long Range Transportation Plan 2015-2040*, and are financially constrained.

WHEREAS: The projects meet the conformity requirements of the Clean Air Act

- *Connecticut Department of Transportation Ozone Air Quality Conformity Determination; of the 2015 Regional Transportation Plans and the FFY 2018-2021 Transportation Improvement Programs for the Connecticut Portion of the New York-Northern New Jersey-Long Island, NY-NJ-CT Ozone Marginal Nonattainment Area and the Greater Connecticut Ozone Nonattainment Area, May 2017, and*
- *Connecticut Department of Transportation PM 2.5 Air Quality Conformity Determination; of the 2015 Regional Transportation Plans and the FFY 2018-2021 Transportation Improvement Programs for the Connecticut Portion of the New York-Northern New Jersey-Long Island, NY-NJ-CT area PM_{2.5} Attainment/Maintenance Area, May, 2017.*

WHEREAS: The TIP is based on a continuing, comprehensive transportation process carried on cooperatively by the State, MPO, and transit operators in accordance with the provisions of 23 U.S.C. 134 and section 8 of the Federal Transit Act (49) U.S.C. app. 1607.

Now therefore, be it resolved, that the Metropolitan Planning Organization hereby:

Endorses the *Housatonic Valley FFY2018-2021 Transportation Improvement Program (TIP)*.

This resolution is effective April 19, 2018.

Date: April 19, 2018.

Rudy Marconi, Chairman

1 Riverside Road, Sandy Hook, CT 06482

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Telephone/fax 475-323-2060

Western Connecticut

COUNCIL OF GOVERNMENTS



TO: HVMPO & SWRMPO Members
 FROM: WestCOG, HARTransit, Norwalk Transit District staff
 DATE: April 19, 2018

RE: Prioritization of Federal Transit Administration 5310 Grant Applications

Each year the Federal Transit Administration announces the availability of the Section 5310 grant program, which was established in 1975 to enhance the mobility of seniors and individuals with disabilities. Grants from this CTDOT managed program provide up to 50% of operating costs and 80% of capital costs for a broad spectrum of transit projects. Purchase of service contracts through transit districts are eligible for up to 80% in operating funding. Eligible recipients of this program include qualifying non-profit organizations, operators of public transportation, as well as state and local government entities.

CTDOT requires Metropolitan Planning Organizations (MPOs) to prioritize 5310 grant program applications affecting their respective regions. This year, 13 applications affecting WestCOG's two MPO regions were submitted for consideration. All 13 applications were independently reviewed and prioritized by staff from Norwalk Transit District, HARTransit and WestCOG, using application scoring criteria provided by CTDOT. Based upon this analysis, the following is the recommended prioritization of FTA Section 5310 applications for your consideration:

Housatonic Valley MPO

Nontraditional Project

<u>Rank</u>	<u>Applicant</u>
1	Town of Brookfield
2	Kennedy Center, NW Mobility Manager
3	Town of Bethel
4	Kennedy Center, Transit Education Coordinator

Traditional Project

<u>Rank</u>	<u>Applicant</u>
1	Town of New Milford
2	Ability Beyond

South Western Region MPO

Nontraditional Project

<u>Rank</u>	<u>Applicant</u>
1	Norwalk Transit District*
2	ElderHouse
3	At Home in Darien
4	Kennedy Center, Transit Education Coordinator
5	City of Stamford

Traditional Project

<u>Rank</u>	<u>Applicant</u>
1	Norwalk Senior Center
2	ARI of CT
3	STAR, Inc.

*To prevent a conflict of interest. NTD was not involved in review of their own project.