

**Meeting of the Housatonic Valley & South Western Region  
Metropolitan Planning Organizations  
June 21, 2018 at 11:30 am**

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

**Agenda**

- 1. MEETING CALL TO ORDER**
- 2. PUBLIC PARTICIPATION**
- 3. FEATURED PRESENTATION**
  - a. MPO Primer - Kristin Hadjstylianos, Associate Planner
- 4. INFORMATION ITEMS**
  - a. Performance Measures
- 5. ACTION ITEMS\***
  - a. Approval of May 22, 2018 Meeting Minutes (HV & SWR) Attachment 5a, pp. 1-3
  - b. 2018-2021 Transportation Improvement Program Attachment 5b, pp. 4-12
  - c. BUILD Discretionary Grant Program Application Attachment 5c, pp. 13-16
    - i. WestCOG Application Letter of Support
    - ii. NHCOG Application Letter of Support
- 6. OTHER BUSINESS**
- 7. NEXT MEETING:** July 19, 2018 beginning at 11:30 am
- 8. 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](mailto: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](mailto: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](mailto:help@westcog.org). Pour obtenir de l'aide linguistique ou d'autres mesures d'adaptation, contactez WestCOG au moins cinq jours ouvrables avant la réunion à [help@westcog.org](mailto:help@westcog.org).*

# Western Connecticut COUNCIL OF GOVERNMENTS



*Disclaimer: These interim minutes of the Western Connecticut Council of Governments ("WestCOG" or "COG"), the Housatonic Valley Metropolitan Planning Organization ("HVMPO" or "MPO"), and 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 MPO and COG 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 MPO and COG.*

## **INTERIM** Minutes of the Western Connecticut Council of Governments and the Housatonic Valley & South Western Region Metropolitan Planning Organizations

for the 05/22/2018 Joint Meeting

Held via teleconference and located at the WestCOG office:  
1 Riverside Road, Sandy Hook, CT 06842

*WestCOG: Chairman Jayme Stevenson - Vice Chairman Rudolph Marconi  
Treasurer Lynne Vanderslice - Secretary Julia Pemberton  
HVMPO: Chairman Rudolph Marconi - Vice Chairman Julia Pemberton  
SWRMPO: Chairman Jayme Stevenson - Vice Chairman James Marpe*

### MEMBERS ATTENDING

Bethel	First Selectman Matt Knickerbocker
Bridgewater	Absent
Brookfield	Absent
Danbury	Director of Planning Sharon Calitro
New Fairfield	Absent
New Milford	Mayor Pete Bass
Newtown	First Selectman Dan Rosenthal
Redding	First Selectman Julia Pemberton
Ridgefield	First Selectman Rudy Marconi
Sherman	Absent
HARTransit	Development Director Rick Schreiner (HVMPO voting member only)
CTDOT	Kathryn Faraci (non-voting)
Darien	First Selectman Jayme Stevenson
Greenwich	First Selectman Peter Tesei
New Canaan	First Selectman Kevin Moynihan
Norwalk	Absent
Stamford	Absent
Weston	First Selectman Chris Spaulding
Westport	RTM Deputy Moderator, Jeffrey Wieser
Wilton	First Selectman Lynne Vanderslice
Transit	Absent (SWRMPO voting member only)

1 Riverside Road, Sandy Hook, CT 06842

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Telephone/fax 475-323-2060

## OTHERS ATTENDING

WestCOG staff members in attendance were, Kristin Hadjstylianos, Jamie Bastian, Nicole Sullivan, and Executive Director Francis Pickering.

## CALL TO ORDER

The meeting was called to order at 1:34pm by Chairman Jayme Stevenson.

## PUBLIC PARTICIPATION

There was no public participation.

## ACTION ITEMS

**HVMPO Approval of April 19, 2018 Minutes:** After review and on a motion made by First Selectman Matt Knickerbocker and seconded by First Selectman Dan Rosenthal, the minutes of the 04/19/2018 meeting were unanimously approved. However, there were abstentions made by Mayor Pete Bass and Director of Planning Sharon Calitro.

**SWRMPO Approval of April 19, 2018 Minutes:** After review and on a motion made by First Selectman Peter Tesei and seconded by First Selectman Chris Spaulding, the minutes of the 04/19/2018 meeting were unanimously approved.

**WestCOG Approval of March 15, 2018 Minutes:** After review and on a motion made by First Selectman Matt Knickerbocker and seconded by Mayor Pete Bass, the minutes of the 03/15/2018 meeting were unanimously approved. However, there were abstentions made by Director of Planning Sharon Calitro.

**HVMPO Unified Planning Work Program Amendment:** There was discussion. On a motion made by Mayor Pete Bass and seconded by First Selectman Matt Knickerbocker, the Statement of Cooperative MPO/State/Transit Operators' Planning Roles & Responsibilities was unanimously endorsed and the HVMPO Unified Planning Work Program was unanimously amended to include the agreement as an appendix.

**SWRMPO Unified Planning Work Program Amendment:** There was discussion. On a motion made by First Selectman Lynne Vanderslice and seconded by First Selectman Chris Spaulding, the Statement of Cooperative MPO/State/Transit Operators' Planning Roles & Responsibilities was unanimously endorsed and the SWRMPO Unified Planning Work Program was unanimously amended to include the agreement as an appendix.

**HVMPO 2018-2021 Transportation Improvement Program:** Amendment to project #018-134; Rehabilitation of Bridge 01343 in Brookfield and Bridgewater, #096-200; Resurfacing, Bridge and Safety Improvements, I-84 in Newtown, #174-424; Replace Traffic Control Signals at Various Locations in District 4, #170-3496; FY 18 Statewide Transportation Demand Management (Greater CT Moderate), and #170-3495; FY 18 Statewide Transportation Demand Management (NY-NJ-CT Moderate) was

discussed. On a motion made by First Selectman Matt Knickerbocker and seconded by First Selectman Julia Pemberton, the HVMPO TIP amendment was unanimously endorsed.

**SWRMPO 2018-2021 Transportation Improvement Program:** Amendment to project #170-3495; FY 18 Statewide Transportation Demand Management (NY-NJ-CT Moderate) and project #173-0496; Replace and Install Variable Message Signs was discussed. On a motion made by First Selectman Chris Spaulding and seconded by First Selectman Peter Tesei, the SWRMPO TIP amendment was unanimously endorsed.

**WestCOG Letter of Commitment- HARTransit Grant Application:** There was discussion regarding the National Aging and Disability Transportation Center; Getting Ready to Innovate grant. The Letter of Commitment for the HARTransit grant application was presented to the COG. On a motion made by First Selectman Lynne Vanderslice and seconded by First Selectman Julia Pemberton, the COG Letter of Commitment for the HARTransit Grant Application was unanimously approved.

#### INFORMATION ITEMS

**USDOT BUILD Discretionary Grants Program:** The Better Utilizing Investments to Leverage Development discretionary grant program, formerly known as the TIGER discretionary grant program, was discussed. The application process and requirements were reviewed.

**USDOT FTA 2018 Low or No Emission Grant Program:** The grant program seeks to support the transition of transit fleets to the most energy efficient vehicles. The application for FTA designated recipients was discussed.

**EPA Clean Diesel National DERA Grant Program:** The grant program seeks to provide funding to projects with lowered diesel emissions. Eligible applicants include School Districts, Regional, State, and Local entities.

#### OTHER BUSINESS

Chairman Stevenson acknowledged the recovery process for the communities impacted by the recent storm.

#### ADJOURNMENT

The next MPO and COG meetings will be held on June 21st. On a motion made by First Selectman Lynne Vanderslice and seconded by Director of Planning Sharon Calitro, the meeting was unanimously adjourned at 2:15pm.

# Western Connecticut

## COUNCIL OF GOVERNMENTS



TO: HVMPO and SWRMPO Members  
 FROM: Kristin Hadjstylianos and Jamie Bastian  
 DATE: June 15, 2018  
 RE: **TIP Amendment - Performance Measures Discussion**

### **Action Requested:**

Endorse an amendment to the Transportation Improvement Program (TIP) to include a description of anticipated effects relative to performance targets.

### **Background:**

On May 27, 2016, FHWA published a final rule requiring a performance-based approach to planning at the State and MPO level. Performance-based planning increases the accountability and transparency of the federal aid program and offers a framework to support improved investment decision-making by focusing on performance outcomes for national transportation goals. These goals include highway safety, transit, pavement and bridge condition, system reliability, freight movement, and air quality.

Amended in 2016, 23 CFR 450.326 discusses the development and content of the TIP and states:

*“The TIP shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets.”*

To comply with this federal requirement, CTDOT has prepared a document for the MPOs which outlines the anticipated effect of the TIP toward achieving the performance targets. CTDOT has requested that each MPO include this description in their respective TIPs. Per the federal requirement, this description must be included when HVMPO and SWRMPO amend their TIP after May 27, 2018.

This item was presented to the Technical Advisory Group on June 5, 2018 for their review. Members present at the meeting voted to recommend the MPOs endorse a TIP amendment to include this description.

The HVMPO copy of this document can be found on page 2 of this attachment, while the SWRMPO copy can be found on page 6 of this attachment.

## Performance-Based Planning and Programming in the HVMPO Region

The Statewide and Nonmetropolitan Transportation Planning and Metropolitan Transportation Planning, published on May 27, 2016, (FHWA 23 CFR Parts 450 and 771 and FTA 49 CFR Part 613) implements changes to the planning process, including requiring a performance-based approach to planning and requires that the Connecticut Department of Transportation (CTDOT), the Housatonic Valley Metropolitan Planning Organization (HVMPO), and the operators of public transportation use performance measures to document expectations for future performance. Performance management and performance-based planning and programming increases the accountability and transparency of the Federal-aid Program and offers a framework to support improved investment decision-making by focusing on performance outcomes for national transportation goals. FHWA and FTA established national performance measures in areas such as safety, infrastructure condition, congestion, system reliability, emissions, freight movement, transit safety and transit state of good repair.

As part of this new performance-based approach, recipients of Federal-aid highway program funds and Federal transit funds are required to link the investment priorities contained in the Statewide Transportation Improvement Program (STIP) and Transportation Improvement Program (TIP) to achievement of performance targets.

The MAP-21 performance-related provisions also require States, MPOs, and operators of public transportation to develop other performance-based plans and processes or add new requirements on existing performance-based plans and processes. These performance-based plans and processes include the Congestion Mitigation and Air Quality Improvement (CMAQ) Program performance plan, the Strategic Highway Safety Plan, the public transportation agency safety plan, the highway and transit asset management plans, and the State Freight Plan.

A STIP and TIP shall include, to the maximum extent practicable, a discussion of the anticipated effect of the STIP and TIP toward achieving the performance targets identified by the State in the statewide transportation plan or other State performance-based plan(s), linking investment priorities to those performance targets.

All current targets set for the performance measures listed below can be accessed at the CTDOT website at [www.ct.gov/dot/performanceasures](http://www.ct.gov/dot/performanceasures).

### Highway Safety

Highway Safety is determined by the interaction between drivers, their behavior and the highway infrastructure. The five (5) performance measures for Highway Safety include: (1) the number of fatalities; (2) the rate of fatalities; (3) the number of serious injuries; (4) the rate of serious injuries; and, (5) the number of non-motorized fatalities and serious injuries. The STIP and the TIP will

program projects to meet the targets set by the CTDOT and agreed upon by the HVMPO, by including appropriate Highway Safety Improvement Program (HSIP) safety projects including:

1. Programmatic highway safety improvements: Projects or programs that are conducted regularly throughout the state such as signing and pavement marking programs.
2. Programmatic driver safety activities: Projects or programs that are conducted regularly on an ongoing basis. These include Highway Safety behavioral programs such as Impaired Driving, Occupant Protection, Distracted Driving, Speeding, Motorcycle Safety, and Teen Driving grants for State and Municipal Police Departments using National Highway Traffic Safety Administration (NHTSA) funds.
3. Location-specific highway safety projects: This includes roadway safety improvements selected to correct known safety problems at locations with a high frequency or severity of crashes.

## Transit

The Transit Asset Management (TAM) rule requires that recipients and sub recipients of Federal Transit Administration (FTA) funds set annual performance targets for federally established State of Good Repair (SGR) measures. Performance targets will be set for one or more asset classes for asset categories Rolling Stock, Equipment, Facilities and Guideway Infrastructure. CTDOT identified asset classes for its transit service providers specific to each of the four assets categories in the three public transportation modes of rail, bus and ferry.

The percentage of assets beyond the useful life benchmark is the performance measure set for both categories, Rolling Stock and Equipment. For facilities category, the performance measure is based on a 5 point condition rating scale derived from FTA's Transit Economic Requirement Model (TERM). The performance measure is the percentage of facilities rated below 3 on the 5-point scale, with a 3 rated as SGR. The category of facilities has two classes which are passenger and parking stations and administrative and maintenance buildings. Under FTA reporting requirements, the guideway Infrastructure category is specific only to rail. The performance measure set by FTA is the % of guideway with a performance restriction which is interpreted as slow zones.

Under the FAST Act and MAP-21, "transit providers are required to submit an annual narrative report to the NTD that provides a description of any change in the condition of its transit system from the previous year and describes the progress made during the year to meet the targets previously set for that year." Beginning in October 2018, performance targets will be reported annually to the National Transit Database by CTDOT for the transit system. A narrative report describing strategies for setting targets and progress on the targets will accompany targets starting 2019.

The STIP and TIP will program projects to meet the targets set by the CTDOT and agreed upon by the HVMPO by utilizing the list of capital prioritized projects, based on projected asset conditions, included in the CTDOT TAM and Transit Group Plans to be completed by October 1, 2018 to be



shared with the MPOs. This list of projects will be updated every four years along with the Plans. These prioritized projects will be developed with the aid of CTDOT's analytical decision support tool, Transit Asset Prioritization Tool, better known as TAPT.

### **Pavement and Bridge Condition**

The four performance measures for Pavement condition include the percent of the Interstate system in Good and Poor condition and the percent of the non-Interstate National Highway System (NHS) in Good and Poor condition. The two performance measures for Bridge condition include the percent of NHS Bridges in Good and Poor condition.

The STIP and the TIP will program projects to meet the targets set by the CTDOT and agreed upon by the HVMPO using the Department's Pavement Management System and the Bridge Management System which uses a systematic look at conditions to develop optimal strategies. These strategies are included in the CTDOT Transportation Asset Management Plan (TAMP).

Transportation Asset Management Plan. TAMP acts as a focal point for information about the assets, their management strategies, long-term expenditure forecasts, and business management processes. CTDOT is required to develop a risk-based TAMP for the National Highway System (NHS) to improve or preserve the condition of the assets and the performance of the system (23 U.S.C. 119(e) (1), MAP-21 § 1106). MAP 21 defines asset management as a strategic and systematic process of operating, maintaining, and improving physical assets, with a focus on engineering and economic analysis based upon quality information, to identify a structured sequence of maintenance, preservation, repair, rehabilitation, and replacement actions that will achieve and sustain a desired state of good repair over the lifecycle of the assets at minimum practicable cost. (23 U.S.C. 101(a) (2), MAP-21 § 1103).

Pavement and Bridge State of Good Repair needs are identified, quantified, and prioritized through the TAMP process. Projects to address SOGR repair needs are selected from the TAMP for inclusion in the STIP and TIPs.

### **System Reliability**

Highway travel time reliability is closely related to congestion and is greatly influenced by the complex interactions of traffic demand, physical capacity, and roadway "events."<sup>1</sup> Travel-time reliability is a significant aspect of transportation system performance.

The national system reliability performance measures assess the impact of the CTDOT's various programs on the mobility of the transportation highway system users. Operational-improvement, capacity-expansion, and to a certain degree highway road and bridge condition improvement projects, impact both congestion and system reliability. Demand-management initiatives also impact system reliability. According to the same SHRP-2 study, "travel-time reliability is a new

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<sup>1</sup> SHRP 2 Project Lo3, "Analytical Procedures for Determining the Impacts of Reliability Mitigation Strategies," September 2011, p. ES-7, on the World Wide Web at <http://onlinepubs.trb.org/onlinepubs/shrp2/L35RFP/Lo3Report.pdf> (accessed May 14, 2018)



concept to which much of the transportation profession has had only limited exposure.”<sup>2</sup> Although there is not a specific system reliability program, reducing congestion and improving system reliability are key factors considered when CTDOT makes decisions about investments in the transportation system.

The CTDOT and the HVMPO will program projects in the STIP and TIP to meet the targets set by the CTDOT and agreed upon by the HVMPO by considering system reliability in the projects that are selected. Over time, and as quantifiable impacts begin to be observed and measured, they can be expected to become part of the project selection process in a formal way.

### Freight Movement

This measure considers factors that are unique to the trucking industry. The unusual characteristics of truck freight include:

- use of the system during all hours of the day
- high percentage of travel in off-peak periods
- need for shippers and receivers to factor in more ‘buffer’ time into their logistics planning for on-time arrivals. [23 CFR 490.607].

Freight movement will be assessed by the Truck Travel Time Reliability (TTTR) index. For the first reporting period, Connecticut will be using the analysis conducted as part of the truck freight bottleneck analysis that was done as part of the freight plan, and which was approved by FHWA. Going forward, Connecticut, along with other State DOTs and MPOs have the data they need in FHWA’s National Performance Management Research Data Set (NPMRDS), which includes truck travel times for the full Interstate System. Therefore, for this first year of reporting, the CTDOT and HVMPO must use the trend and truck bottleneck analysis done for the recently completed Statewide Freight Plan.

### Air Quality

US DOT requires that states and MPO’s assess the impact of their transportation systems on air quality and specifically the impacts vehicle exhaust emissions. Their performance measure for air quality is based on an assessment of projects selected for funding under the Congestion Mitigation and Air Quality Improvement (CMAQ) program.

The CMAQ program’s purpose is to fund transportation projects or programs that contribute to the attainment or maintenance of National Ambient Air Quality Standards (NAAQS) in those specific areas. The STIP and the TIP will program projects to meet the targets set by the CTDOT and agreed upon by the HVMPO by selecting appropriate CMAQ eligible projects including: congestion reduction and traffic flow improvements; ridesharing; transit improvements; travel demand management; and, bicycle and pedestrian facilities.

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<sup>2</sup> Ibid, p. 1-1.

## Performance-Based Planning and Programming in the SWRMPO Region

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# Western Connecticut

## COUNCIL OF GOVERNMENTS



TO: WestCOG Members  
 FROM: WestCOG Staff  
 DATE: June 14, 2018  
 RE: WestCOG BUILD Grant Application

### **Purpose:**

WestCOG staff are preparing an application for a BUILD Transportation Planning Grant and are seeking a Letter of Support from the COG. The application would request funds for a study to determine whether a regional Tax Increment Funding (TIF) district(s) or comparable mechanisms can be used to generate funds to support specific improvements on Danbury and New Canaan Branch lines. The feasibility of such a mechanism is unclear and requires comprehensive study before it can be implemented.

### **Application Details:**

The proposed study will focus on three core areas: 1) legal and governance analysis; 2) transit and economic analysis; and 3) financial analysis. Based on these evaluations, the study will:

- a) Determine whether a regional TIF district(s) (or comparable mechanisms) are sufficient as a funding source to support needed improvements on the Danbury and New Canaan Branch lines
- b) Evaluate alternate funding mechanisms if TIF is determined not to be viable (or alternate mechanisms are more effective)
- c) Determine whether a regional TIF is permissible under state law and, if not, identifying alternate legal structures (e.g., interlocal agreement)
- d) Identify a range of desirable future service scenarios and associated expenses (capital and operating), and project expected outcomes of each scenario (how much and what type of new development each scenario would be expected to catalyze, how much each scenario would be expected to increase property values, and what the net effect of each scenario would be on property tax revenues)
- e) Establish to what extent new tax revenues associated with each scenario would be able to support the improvements underlying the respective scenario (determine the scope/feasibility of actual TOD)
- f) Create a realistic, step-by-step plan to implement the study's recommendations

The following page includes a draft Letter of Support for your review.



June 14, 2018

The Honorable Elaine Chao, Secretary  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

**Re: BUILD Grant Application for Tax Increment Funding Feasibility Study**

Dear Secretary Chao:

As the Chief Elected Officials of Western Connecticut, we would like to express our support for the Western Connecticut Council of Governments' BUILD Transportation Planning Grant application to the U.S. Department of Transportation. This proposal is a one-of-a-kind project to explore the viability of an innovative funding mechanism to support Transit Oriented Development (TOD) improvements along the Metro-North Danbury and New Canaan Branch Lines. While Tax Increment Funding (TIF) districts have been used across the nation, to the best of our knowledge they have never been explored on a regional basis.

This proposal builds upon a decade of careful planning for the improvement of the Branch Lines, a project which enjoys broad regional support. To date, funding has not been available to implement the improvements that have been identified for the region, and current service is inadequate to support TOD. The economy of the region suggests tremendous development potential that can be unlocked through improved transit service. The findings of this feasibility study would result in a cascade of development and job creation throughout the region.

Specifically, this study will:

- a) Determine whether a regional TIF district is sufficient as a funding source to support needed improvements and evaluate alternate funding mechanisms if TIF is deemed not viable
- b) Identify a range of desirable future rail service scenarios and associated expenses (capital and operating), and project expected outcomes of each scenario
- c) Establish to what extent new tax revenues associated with each scenario would be able to support the improvements underlying the respective scenario
- d) Create a realistic, step-by-step plan to implement the study's recommendations

We believe this proposal aligns with the USDOT priorities which encourage states and regions to explore, develop, and use innovative or novel financing techniques, including value capture. The findings of this unique study are applicable not just to our region, but can also serve as a model for the rest of Connecticut and transit systems across the nation.

Thank you,

# Western Connecticut COUNCIL OF GOVERNMENTS



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# Western Connecticut COUNCIL OF GOVERNMENTS



June 14, 2018

The Honorable Elaine Chao, Secretary  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

**Re: BUILD Grant Application Housatonic Railroad infrastructure improvements**

Dear Secretary Chao:

I would like to express support for the NHCOG BUILD grant application to the U.S. Department of Transportation (DOT) proposing rail infrastructure improvements to the main line of the Housatonic Railroad, also known as the Berkshire Line. The proposed improvements will significantly enhance safety of the public and protect the environment, particularly in areas near and adjacent to the Housatonic River. This line provides essential rail freight services to the region by keeping thousands of trucks off the already heavily congested interstate system in Southwest Connecticut which decreases air pollution.

Through the proposed project, ties that are well past their serviceable life will be replaced, which will bring the line's tie structure up to a state of good repair. The project will also support industries and jobs critical to the economy of the region and will provide a substantial boost to the rural economy of western Connecticut. Replacing these ties will support improved rail service, support the installation of new rail in the future, and improve rail safety.

The proposed project offers not only substantial infrastructural improvements to the line, but, with Massachusetts' cooperation, offers an opportunity for growth for industries in rural Connecticut and Massachusetts, with improved freight capacity and safety, all the way from Danbury to Pittsfield. As Executive Director of the Council of Governments and Metropolitan Planning Organization for Region, I support this initiative.

Thank you,

A handwritten signature in blue ink that reads "Francis R. Pickering". The signature is written in a cursive, flowing style.

Francis R. Pickering  
Executive Director