

**Meeting of the  
WestCOG Technical Advisory Group (TAG)  
December 10, 2019 at 11:00 am  
Comstock Community Center, 180 School Road, Wilton, CT 06897**

**Agenda**

**1. MEETING CALL TO ORDER**

**2. PUBLIC PARTICIPATION**

**3. FEATURED SPEAKER:** CTDOT Local Transportation Capital Improvement Program - Hugh Hayward, P.E., Principal Engineer; CTDOT Local Roads Unit

**4. BREAK FOR LUNCH:** Lunch provided by WestCOG

**5. INFORMATIONAL ITEMS**

- a. WestCOG Data Workshop
- b. Regional Transportation Safety Plan Meetings
- c. Regional Transportation Priorities
- d. LOTCIP On-Call Consultant

**6. ACTION ITEMS**

- |  |                        |
|--|------------------------|
| a. Approval of November 12, 2019 Minutes   | Attachment 4a, pp. 1-3 |
| b. 2020 Meeting Schedule                   | Attachment 4b, p. 4    |
| c. 2020 Safety Performance Measure Targets | Attachment 4c, pp. 5-8 |
| d. LOTCIP Project Progress Assessment      | Attachment 4d, p. 9    |

**7. OTHER BUSINESS**

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

**8. UPCOMING MEETINGS**

- a. 12/19/2019 – MPO and COG Meetings
- b. 1/8/2019 – TAG Meeting

**9. ADJOURNMENT**

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# 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 11/12/2019

### Technical Advisory Group (TAG)

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

• Bethel	Absent
• Bridgewater	Absent
• Brookfield	Director of Public Works Ralph Tedesco
• Danbury	City Traffic Engineer Abdul Barry Mohamed
• Darien	Director of Public Works Ed Gentile
• Greenwich	Deputy Commissioner of Public Works James Michel
• Transit Representative – HV	HARtransit Planner Alex Dashev
• New Canaan	Town Engineer Maria Coplit
• New Fairfield	Absent
• New Milford	Absent
• Newtown	Absent
• Norwalk	Assistant Principal Engineer Michael Yeosock
• Transit Representative - SWR	Transportation Planner Matthew Abbott
• Redding	Director of Public Works Jeff Hanson
• Ridgefield	Absent
• Sherman	Absent
• Stamford	Traffic Engineer Garrett Bolella
• Weston	Land Use Director Tracy Kulikowski
• Westport	Absent
• Wilton	Director of Planning and Land Use Robert Nerney

#### Also in Attendance:

Brookfield Project Manager Greg Dembowski Danbury Project Engineer Tom Altermatt, Norwalk Transportation Planner Greg Pacelli, and Wilton Town Engineer Frank Smeriglio. WestCOG staff members; Kristin Hadjstylianos, Mike Towle, Kevin Mahoney, Matthew Rosenbloom-Jones, Nick Trabka, Nicole Sullivan and Victoria Ricks were in attendance.

#### CALL TO ORDER/ PUBLIC COMMENT

The meeting was called to order at 11:03am by Senior Planner Kristin Hadjstylianos. There were no public comments made.

## INFORMATIONAL ITEMS

**WestCOG Data Workshop:** WestCOG Deputy Director Michael Towle presented a Data Workshop assessment targeted for Public Works Department Data Needs. He asked each TAG member to complete the questions regarding data needs in each municipality. The data was collected and will be summarized and shared at a future TAG meeting.

**Municipal Fee Service:** WestCOG Deputy Director Michael Towle gave an update on the Fee Study conducted by WestCOG.

**Regional Plan of Conservation and Development:** WestCOG Senior Planner Kristin Hadjstylianos gave an update on two Public Information Meetings scheduled to review the WestCOG Plan of Conservation and Development. The meetings will be held Dec. 4<sup>th</sup> at the Greenwich Audubon and Dec. 5<sup>th</sup> at Highstead in Redding.

**2020 Safety Targets:** WestCOG Planner Nicole Sullivan gave an update on the annual safety performance targets, which were presented at the October TAG meeting. WestCOG has collected additional data to assist in understanding the safety targets. The MPO's have until February 27, 2020 to accept the state targets or develop MPO specific targets.

**2020 TAG Meeting Schedule:** WestCOG Senior Planner Kristin Hadjstylianos shared the proposed 2020 TAG Meeting schedule. It will be approved at the December TAG Meeting.

**On-Call Consultants for LOTCIP:** WestCOG Senior Project Manager Kevin Mahoney asked attendees if a WestCOG-solicited list of On-Call (i.e., Task-based) design and construction administration consultants would be helpful in advancing LOTCIP projects. Several municipalities expressed an interest this solicitation/list and offered suggestions.

## ACTION ITEMS

**Approval of 10/8/2019 Minutes:** After review and on a motion made by Brookfield Project Manager Greg Dembowski and seconded by Greenwich Deputy Commissioner James Michael, the minutes of the October 8<sup>th</sup> meeting were unanimously approved.

**Over-Programming LOTCIP Funds:** Senior Project Manager Kevin Mahoney presented information on the status and progress of COG committed LOTCIP projects. After a review, a motion was made by Brookfield Project Manager Greg Dembowski and seconded by Brookfield Director of Public Works Ralph Tedesco to schedule time at the December TAG meeting to review all projects that have not yet received a CTDOT Commitment to Fund letter and consider recommending that the COG suspend or rescind its LOTCIP funding commitment for projects that are not making reasonable progress. The motion was approved by TAG members, with one opposed (Norwalk Assistant Principal Engineer Michael Yeosock).

**LOTCIP Adjustment:** Senior Project Manager Kevin Mahoney presented a requested adjustment to the COG's LOTCIP project commitments. The adjustment will result in a negative balance (overcommitment) of \$386,045. On a motion made by Greenwich Deputy Commissioner James Michael and seconded by Norwalk Assistant Principal Engineer Michael Yeosock, the TAG unanimously recommended approving the increase of the Brookfield US 202 Streetscape Phase 3 project from \$1,260,000 to \$1,360,000.

## OTHER BUSINESS

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

**Future Presentations & Items of Interest:** At the December TAG meeting, Hugh Hayward, Transportation Principal Engineer from CTDOT will be coming to speak about LOTCIP Projects.

**UPCOMING MEETINGS/ ADJOURNMENT**

The next MPO and COG meetings will be held on November 21<sup>st</sup>. The next TAG meeting will be held on December 10<sup>th</sup>. On a motion duly made and seconded the meeting was unanimously adjourned at 12:46pm.

**INTERIM MINUTES SUBJECT TO FINAL APPROVAL BY THE TAG MEMBERS**

## WestCOG Technical Advisory Group (TAG) 2020 Revised Annual Meeting Schedule

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

\*\*\*Held on the Tuesday's unless noted below

<u>Date</u>	<u>TAG Meeting</u>
***Wednesday, Jan. 8	11:00 am – 12:00 pm
***Wednesday, Feb. 5	11:00 am – 12:00 pm
Tuesday, March 10	11:00 am – 12:00 pm
***Wednesday, Apr. 8	11:00 am – 12:00 pm
Tuesday, May 12	11:00 am – 12:00 pm
Tuesday, June 9	11:00 am – 12:00 pm
Tuesday, July 14 – location TBD	11:00 am – 12:00 pm
Tuesday, August 11 – Location TBD	11:00 am – 12:00 pm
Tuesday, Sept. 8	11:00 am – 12:00 pm
Tuesday, Sept. 29	11:00 am – 12:00 pm
Tuesday, Nov. 10	11:00 am – 12:00 pm
Tuesday, Dec. 8	11:00 am – 12:00 pm

# Western Connecticut

## COUNCIL OF GOVERNMENTS



**TO:** TAG Members  
**FROM:** Nicole Sullivan; Kristin Hadjstylianios  
**DATE:** December 4, 2019  
**RE:** 2020 Safety Performance Measure Targets

**Background:** The 2020 Safety Targets memo provided to the TAG at the November meeting outlined the additional data WestCOG collected as a comparison to CTDOT's 2020 Numeric Target and to assist the MPO in understanding safety targets.

Following the establishment of State targets, MPOs have 180 days to either support CTDOT targets or establish other targets. CTDOT Safety Targets set in August 2019 are:

- Number of Fatalities: 5-year rolling average = 277
- Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT): 0.883
- Number of Serious Injuries: 5-year rolling average = 1,547
- Rate of Serious Injuries per 100 million VMT: 4.93
- Number of Non-Motorized Fatalities and Serious Injuries: 307

### CTDOT Statement on Target Setting:

“

1. The mission of the Safety Program is to implement programs that reduce the number of injuries and fatalities on our Connecticut roadways. The purpose of setting and tracking these targets is to see the effectiveness of the State's initiatives and whether our programs are having an impact.
2. Federal requirements dictate that states must set realistic targets and achieve a certain number of them or penalties can be applied to specific highway safety funding.
3. Therefore, the Department **cannot** set targets that are not consistent with our most current data and trends.
4. As part of the data analysis, the Department reviews the following:
  - The five year moving average – where we were
  - Where we are now
  - Use current data to forecast what can reasonably be expected to happen based on trend analysis

The National Highway Traffic Safety Administration (NHTSA) has a list of countermeasures that work:

[https://www.nhtsa.gov/sites/nhtsa.dot.gov/files/documents/812478\\_countermeasures-that-work-a-highway-safety-countermeasures-guide-.pdf](https://www.nhtsa.gov/sites/nhtsa.dot.gov/files/documents/812478_countermeasures-that-work-a-highway-safety-countermeasures-guide-.pdf)

This guide assists the Highway Safety Office in selecting effective, evidence-based countermeasures for traffic safety problem areas. These areas include:

- Impaired driving (alcohol and/or drugs)
- Occupant protection (seatbelts and child restraints)
- Speeding and aggressive driving
- Distracted Driving
- Drowsy Driving
- Motorcycle Safety training and awareness
- Young Drivers
- Bicycles and Pedestrians

The bottom line is that the Department conducts a trend analyses, establishes targets, administers effective federal countermeasures, and continuously evaluate the effectiveness of each initiative. The COGs' Regional Safety Plans will help identify, on a municipal level, high crash locations and assist in identifying problem identification and will help determine if infrastructure, behavioral education, and/or enforcement improvements are needed. All of these safety plans are living documents and the continuous reviews of these plans will allow stakeholders to identify what is working and what areas need improvement. ”

**Next Steps:** Guidance from FHWA recommends that states must set realistic targets otherwise penalties can be issued to specific highway safety funding. Although the need for attainable short-term targets is understood, zero fatalities and serious injuries remain the long-term vision of the MPO Policy Boards. If HVMPO and SWRMPO establish their own targets, they then take on the responsibility of developing a methodology, reporting on targets, meeting the targets, and are held liable if the targets are not met. MPOs throughout CT are endorsing CTDOT's Targets. TAG members can consider recommending the MPO Policy Boards endorse resolutions supporting the 2020 State Targets.

**RESOLUTION FOR ENDORSEMENT OF TARGETS FOR SAFETY PERFORMANCE  
MEASURES ESTABLISHED BY CTDOT**

WHEREAS, the Housatonic Valley Metropolitan Planning Organization (HVMPO) has been designated by the Governor of the State of Connecticut as the Metropolitan Planning Organization responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for the Housatonic Valley; and

WHEREAS the Highway Safety Improvement Program (HSIP) final rule (23 CFR Part 490) requires States to set targets for five safety performance measures by August 31, 2018, and

WHEREAS, the Connecticut Department of Transportation (CTDOT) has established targets for five performance measures based on five year rolling averages for:

- (1) Number of Fatalities,
- (2) Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT),
- (3) Number of Serious Injuries,
- (4) Rate of Serious Injuries per 100 million VMT, and
- (5) Number of Non-Motorized Fatalities and Non-motorized Serious Injuries, and

WHEREAS, the CTDOT coordinated the establishment of safety targets with the 8 Metropolitan Planning Organizations (MPOs) in Connecticut at the June 2019 COG Coordination meeting, and

WHEREAS, the CTDOT has officially adopted the safety targets in the Highway Safety Improvement Program annual report dated August 31, 2019, and the Highway Safety Plan dated July 1, 2019 and

WHEREAS the HVMPO may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the aforementioned State's targets, or establish its own target within 180 days of the State establishing and reporting its safety targets,

NOW THEREFORE, BE IT RESOLVED, that the MPO Policy Board has agreed to support CTDOT's 2020 targets for the five safety performance targets as attached herein, and

BE IT FURTHER RESOLVED, that the MPO Policy Board will plan and program projects that contribute to the accomplishment of said targets.

*CERTIFICATE: The undersigned duly qualified Chairman of the HVMPO certifies that the foregoing is a true and correct copy of a resolution adopted by the voting members of the HVMPO on December 19, 2019.*

Date: \_\_\_\_\_ By: \_\_\_\_\_

**RESOLUTION FOR ENDORSEMENT OF TARGETS FOR SAFETY PERFORMANCE  
MEASURES ESTABLISHED BY CTDOT**

WHEREAS, the South Western Region Metropolitan Planning Organization (SWRMPO) has been designated by the Governor of the State of Connecticut as the Metropolitan Planning Organization responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for the South Western Region; and

WHEREAS the Highway Safety Improvement Program (HSIP) final rule (23 CFR Part 490) requires States to set targets for five safety performance measures by August 31, 2018, and

WHEREAS, the Connecticut Department of Transportation (CTDOT) has established targets for five performance measures based on five year rolling averages for:

- (1) Number of Fatalities,
- (2) Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT),
- (3) Number of Serious Injuries,
- (4) Rate of Serious Injuries per 100 million VMT, and
- (5) Number of Non-Motorized Fatalities and Non-motorized Serious Injuries, and

WHEREAS, the CTDOT coordinated the establishment of safety targets with the 8 Metropolitan Planning Organizations (MPOs) in Connecticut at the June 2019 COG Coordination meeting, and

WHEREAS, the CTDOT has officially adopted the safety targets in the Highway Safety Improvement Program annual report dated August 31, 2019, and the Highway Safety Plan dated July 1, 2019 and

WHEREAS the SWRMPO may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the aforementioned State's targets, or establish its own target within 180 days of the State establishing and reporting its safety targets,

NOW THEREFORE, BE IT RESOLVED, that the MPO Policy Board has agreed to support CTDOT's 2020 targets for the five safety performance targets as attached herein, and

BE IT FURTHER RESOLVED, that the MPO Policy Board will plan and program projects that contribute to the accomplishment of said targets.

*CERTIFICATE: The undersigned duly qualified Chairman of the SWRMPO certifies that the foregoing is a true and correct copy of a resolution adopted by the voting members of the SWRMPO on December 19, 2019.*

Date: \_\_\_\_\_ By: \_\_\_\_\_

Project Development Milestones

Municipality	Description	COG commits funding	DRAFT Application to WestCOG	WestCOG comments sent to municipality	WestCOG comments resolved	Application submitted to CT DOT	DOT comments on Application	DOT comments addressed	DOT issues Commitment to Fund Letter	Next action required to advance. Municipal outlook/plans.	Municipal comments
Wilton	Wilton Station Walkway	1/17/19	February-19	March-19	March-19	3/25/19	No comments	September-19		CTF pending	
Norwalk	East Wall St-Landmark Square Safety	1/17/19	March-19	March-19	March-19	3/25/19	May-19	September-19		DOT evaluates responses; issues CTF?	
Danbury	White Street & Locust Avenue	pre-2016	January-19	February-19	May-19	5/6/19	July-19	September-19		DOT evaluates responses; issues CTF?	
Weston	Pedestrian Safety Improvements	1/17/19	January-19	January-19	April-19	5/6/19	August-19	November-19		DOT evaluates responses; issues CTF?	
Brookfield	US 202 Streetscape, Phase 3	1/17/19	February-19	February-19	February-19	3/4/19	March-19	November-19		DOT evaluates responses; issues CTF?	
Stamford	360 Degree Video Detection	1/17/19	April-18	April-19	May-19	5/28/19	August-19	November-19		DOT evaluates responses; issues CTF?	
Norwalk	Hamilton Avenue & Dr Martin Luther King Jr Drive	pre-2016		June-16	August-16	8/1/16	March-17			Resolve stalemate on ADA Compliance	City disagrees with DOT determination
Ridgefield	Farmingville Road & Ligi's Way	pre-2016			October-17	10/1/17	November-18			Resolve DOT comments on Application.	Town has contracted with consultant to advanc project; expects 2020 construction
Darien	Noroton Ave-Ledge Road Intersection	3/21/19	May-19	May-19	June-19	6/13/19	July-19			Resolve DOT comments on Application.	New traffic counts completed and received the Title Search; ownership issue will resolve itself with a correction to our tax assessors mapping.
New Canaan	Talmadge Hill Railroad Station	1/17/19	January-19	February-19	March-19	3/19/19	August-19			Resolve DOT comments on Application.	
Stamford	Atlantic Street-Main Street Intersection	3/21/19	July-19	July-19	November-14	11/20/19				DOT review of Application	
Stamford	Richmond Hill Ave-West Main St-Fairfield Ave	2/28/19	June-19	June-19	November-19	11/26/19				DOT review of Application	
New Canaan	Richmond Hill Road and Park Street Sidewalks	2/28/19	May-19	May-19						Resolve WestCOG comments on Draft Application.	
Greenwich	Glenville Road & Brookside Drive	5/19/16	May-19	May-19						Resolve WestCOG comments on Draft Application.	
Bethel	TOD Corridor Improvement, Phase 1	1/23/17								Prepare/send WestCOG draft Application	
Sherman	Wakeman Hill Road & Tandem Lane	5/21/14								Prepare/send WestCOG draft Application	We have to let go of this one.
New Milford	Pumpkin Hill Road-Still River Drive Intersection	6/25/19								Prepare/send WestCOG draft Application	
New Milford	East Street-Elm Street Intersection	9/19/19								Prepare/send WestCOG draft Application	

Indicates step/action needed to advance project as of 12/02/2019