

**APPROVED MINUTES OF 3/10/2020**

**Technical Advisory Group (TAG)**

Held via teleconference

• Bethel	Director of Public Utilities Tom Villa
• Bridgewater	Absent
• Brookfield	Director of Public Works Ralph Tedesco
• Danbury	Project Engineer Tom Altermatt
• Darien	Director of Planning and Zoning Jeremy Ginsburg
• Greenwich	Deputy Commissioner of Public Works James Michael
• Transit Representative – HV	Transportation Planner Alex Dashev
• New Canaan	Director of Public Works Tiger Mann
• New Fairfield	Absent
• New Milford	Director of Public Works Jack Healy
• Newtown	Director of Public Works Fred Hurley
• Norwalk	Assistant Principal Engineer Michael Yeosock
• Transit Representative - SWR	Chief Executive Officer Kimberlee Morton
• Redding	Absent
• Ridgefield	Absent
• Sherman	Absent
• Stamford	Transportation Bureau Chief Jim Travers
• Weston	Director of Land Use Tracey Kulikowski
• Westport	Town Engineer Keith Wilberg
• Wilton	Assistant Director of Public Works Frank Smeriglio

**Also in Attendance:**

Jennifer Carrier from FHWA, Kathryn Faraci from CTDOT, Bethel Assistant Director of Public Works Bob Dibble, Brookfield Project Manager Greg Dembowski, Danbury, Wilton Town Planner Michael Wrinn, and New Milford Compliance Specialist Tammy Reardon. WestCOG staff members; Kristin Hadjstylianos, Nicole Sullivan, Kristin Floberg, Todd Fontanella, Kevin Mahoney, Mike Towle and Victoria Ricks were also in attendance.

**CALL TO ORDER/ PUBLIC COMMENT**

The meeting was called to order at 11:02am by Senior Planner Kristin Hadjstylianos. There were no public comments made.

**INFORMATIONAL ITEMS**

**MS4 Update:** WestCOG Deputy Director Mike Towle gave an update on the MS4 infrastructure mapping deadline of July 2020. Most municipalities will not be able to reach this deadline with their existing resources. To address this, WestCOG is providing an excel spreadsheet with the mapping priorities for each municipality on the WestCOG website. If you have any additional questions, please contact WestCOG staff members.

**5G Task Force Update:** WestCOG Planner Kristin Floberg gave an update on the 5G task force that was assembled to manage the 5g rollout in the region. Their goals are to create a unified approach at the municipal level, making

recommendations for such things as revisions to permitting procedures, zoning regulations and licensing agreements with providers. WestCOG staff will be updating TAG members on the status of the task force as it moves forward.

**T2 Center – CT Traffic Signal Academy Workshop:** Senior Planner Kristin Hadjstylianos presented information on two upcoming workshops at the T2 Center that may interest TAG members. On March 26<sup>th</sup> there will be a workshop in Storrs on Traffic Signal Troubleshooting Basics and on April 7<sup>th</sup> in Newington on Modern Roundabout design and safety.

**USDOT BUILD Grant Program:** WestCOG Senior Planner Kristin Hadjstylianos gave an update on the BUILD Grant Program, which is a federal grant program for surface transportation infrastructure improvements. The grant funding can be used to support projects for roads, bridges, transit, rail or intermodal transportation. The solicitation is open and proposals must be submitted by May 18<sup>th</sup> through Grants.gov. WestCOG staff will share more details regarding this year's grant proposal at the next meeting.

**CTDOT Roadway Information Systems – ENG 29 Process:** WestCOG Senior Planner Kristin Hadjstylianos gave an update on the ENG-29 form that each municipality is required to fill out and submit to CTDOT. This information is important for the apportionment of Federal-Aid Highway funding. This just a reminder that this form was due Feb. 21<sup>st</sup> and CTDOT is awaiting forms from 11 of WestCOG municipalities. If any municipality needs help completing their form, please feel free to reach out to WestCOG staff.

**Pavement – CAP Lab Core Samples:** WestCOG Senior Project Manager Kevin Mahoney presented a summary of the CAP Lab core samples procedure that was conducted last Fall. WestCOG offered to organize another forum to review the results of field observation and core analysis. TAG members requested these results be shared with the entire TAG prior to the forum.

**Task-based Transportation Engineer Services RFQ:** WestCOG Senior Project Manager Kevin Mahoney reviewed the deadline for the RFQ solicitation and requested volunteers for a panel to review and select the consultant. Stamford Traffic Engineer Frank Petise, Wilton Assistant Director of Public Works Frank Smeriglio, Newtown Director of Public Works Fred Hurley, and Brookfield Project Manager Greg Dembowski offered to join the panel.

**LOTCHIP Project Solicitation:** WestCOG Senior Project Manager Kevin Mahoney presented a reminder of the LOTCHIP project proposal deadline of April 16<sup>th</sup>.

#### **ACTION ITEMS**

**Approval of 2/5/2020 Minutes:** After review and on a motion made by Brookfield Project Manager Greg Demboski and seconded by Newtown Director of Public Works Fred Hurley, the minutes of the February 5th meeting were unanimously approved with abstentions made by Norwalk Transit Chief Executive Officer Kim Morton and Darien Director of Planning and Zoning Jeremy Ginsburg.

**2018-2021 Transportation Improvement Program:** After a review by WestCOG Assistant Planner Nicole Sullivan a motion was made by Norwalk Assistant Principal Engineer Michael Yeosock and seconded by Weston Director of Land Use Tracey Kulikowski, the HVMPO and SWRMPO TIP amendments were unanimously approved as presented in the memo.

#### **OTHER BUSINESS**

**Discussion Items as Raised by the TAG:** Brookfield Traffic Engineer Greg Dembowski commented that the call-in option was a very productive use of time and requested a teleconference option be available at all future TAG meetings.

**Future Presentations & Items of Interest:** There were none stated.

**UPCOMING MEETINGS/ ADJOURNMENT**

The next MPO and COG meetings will be held on March 19<sup>th</sup>. The next TAG meeting will be held on April 8<sup>th</sup>. On a motion duly made the meeting was unanimously adjourned at 11:44am.