

Capitol Region Council of Governments

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EXECUTIVE COMMITTEE REGULAR MEETING MINUTES CRCOG OFFICES January 9, 2008

Executive Committee Attendance

Meldoy Currey
Richard Hines
Jim Hayden
Dave Kilbon, alt
Susan Karp
John Adams
Jim Boucher
Lee Erdmann, alt
Lou Spadaccini
Scott Shanley, alt
Mary Glassman
David Pinney
Steve Wawruck

Town/Organization

East Hartford
Avon
East Granby
East Granby
Glastonbury
Granby
Hartford
Hartford
Manchester
Manchester
Simsbury
Somers
Windsor Locks

Guests

Kathie Lutz
Len LaBonaia

Rome Smith & Associates
Rome Smith & Associates

Staff

Mary Ellen Kowalewski
Jocelyn Mathiasen
Deborah Rihm
Lyle Wray

CRCOG
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Roll Call

Chairman Currey called the regular meeting to order at 12:07 p.m.

Public Comment

There were no public comments.

Chairman Remarks and Executive Director Report

Chairman Currey asked the Committee to take a look at the lists of Policy Board members and alternates and to let us know if there were any changes. Also, the date of the Policy Board meeting in May has been changed to May 21.

Executive Director Lyle Wray asked if there were any questions on his monthly report. He had a handout for a meeting on 2-22-08 called Buses for 21st Century Mobility: Strengthening Vision and Action being held at the LOB in Room 2B from 9-noon. Please RSVP to 203-787-0646, ext 117. Also, there was a copy of an RFP for IT consulting services for CRCOG.

Adoption of Minutes

Mr. Erdmann made a motion to approve the minutes from the October 10, 2007 meeting as submitted. Mr. Kilbon seconded. All voted in favor of the motion, except for Mr. Spadaccini who abstained.

Mr. Erdmann made a motion to approve the minutes from the December 12, 2007 meeting. Mr. Kilbon seconded. DISCUSSION: Lou Spadaccini was present at the meeting. All voted in favor of the motion.

Consent Agenda

- Resolution Authorizing Natural Hazard Mitigation Plan Contract Term Extension
- Safe Routes to Schools Grant

Mr. Kilbon made a motion to approve the above consent agenda. Mr. Erdmann seconded. All voted in favor of the motion.

Job Order Contracting

An RFP went out for job order contracting, but the contract received was unacceptable. It would be too costly for our towns. We have about a dozen towns interested in this project. Therefore, we are looking to see if CRCOG could effectively run the project. The only place in CT using job order contracting is the Glastonbury Postal Service and Mrs. Karp said that the town hall was able to use their contracts to update the restrooms. Mr. Johnson will forward the information to Mr. Wray.

Regional Performance Incentive Program – Shared Services

OPM has only asked a few administrative-type questions about our 18 proposed projects. We are supposed to receive an award letter by the end of January letting us know which projects they are going to fund. They have until the end of June to get the funds out to the regional planning agencies, and then we have one year from then to expend the funds. Of course, we would like to add this item to our legislative agenda and continue to see this happen annually.

CRCOG Human Resources Project Update

Our consultant has drafted the job descriptions, the classification system, and the compensation plan and pay analysis. A handout was passed out to the Committee of the salary review. Next steps are to finish reviewing job descriptions with a few

employees, hold an all staff meeting, then go before the Finance/Personnel subcommittee and Policy Board in February. The actual salary plan and how we will do reviews is not completed. The goal is to implement on July 1st. We'd like to thank Hartford for our consultant that has been extremely helpful with this process.

Legislative Issues

The Committee discussed that we will still have our same priorities as last year as our main items: transportation, service sharing, and regional economic competitiveness. Also discussed was adding federal priorities to our agenda this year (transportation reauthorization and environmental issues). They asked staff to summarize the report on regional agencies from last year and to look into task force reports. Mr. Wray had passed out a tax comparison of states with the highest personal income.

Other Business

Mr. Wray asked the Committee to begin thinking about our Annual Meeting, i.e., the theme, venue, speaker, etc. Chairman Currey said that she and Mr. Adams will be going out to the 29 communities to visit to see if they could get more towns to participate in CRCOG.

Adjournment

Mr. Kilbon made a motion to adjourn the meeting at 1:00 p.m. Mr. Pinney seconded. All voted in favor of the motion.