

Capitol Region Council of Governments

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EXECUTIVE COMMITTEE SPECIAL MEETING MINUTES CRCOG Office March 16, 2011 Noon

Executive Committee Attendance

Mary Glassman
Richard Hines
Jon Colman
Dick Barlow
Dave Kilbon
Scott Kaupin
Chip Beckett
John Adams
Lou Spadaccini
Ron VanWinkle
Steve Wawruck

Town/Organization

Simsbury
Avon
Bloomfield
Canton
East Granby
Enfield
Glastonbury
Granby
Manchester
West Hartford
Windsor Locks

Staff

Cheryl Assis	CRCOG
Winsome Barnaby	CRCOG
Mary Ellen Kowalewski	CRCOG
Jen March-Wackers	CRCOG
Deborah Rihm	CRCOG
Lyle Wray	CRCOG
Pauline Yoder	CRCOG

Roll Call

Chair Glassman called the conference call meeting to order at 12:09 p.m.

Public Comment

There were no public comments.

Chairman Remarks and Executive Director Report

The Finance/Personnel subcommittee has met and said to go ahead with this budget. Our fund balance is about \$700,000. The auditors have not said that they want more than that amount in the account. Sometimes we have a cash flow problem. CRCOG has held dues for three years, but may need to increase them next year. An explanation of what you get for your dues and what you would get for more dues may

make the towns more comfortable. The towns may need matching funds explained to them also. Mr. Beckett said that if the \$1,900 gets approved for the City for homelessness, that will have to fit into budgets and every year that amount may increase.

The Annual Meeting has been set for June 9 at the Boathouse at noon for lunch. The Committee discussed possible speakers.

March 21 from 2:30-5 there is a discussion on the busway with the Governor. Mr. Wray attended a high speed rail charrette in Europe. CRCOG must keep their name out there with the high speed rail. There was a question regarding buses running every two minutes, why would we need the high speed rail. On May 2, PENN State students will present their findings on this subject. There is another potential route that would be north of I-84 and take us off by a few miles. Bigger transit stations are needed to get more value out of them and keep visitors spending. Communities need to think about what they may need in their town in the future. CRCOG needs to continue to advertise and get the word out to everyone about why this is so important.

Adoption of Minutes

Mr. Colman made a motion to approve the minutes from the January 12, 2011 conference call meeting as submitted. Mr. Kilbon seconded. All voted in favor of the motion.

Contract Authorization for BidSync

This contract contains language that will specifically allow for piggybacking of other Connecticut public agencies. Mr. Colman made a motion, seconded by Mr. Kilbon, to approve the resolution. All voted in favor of the motion.

Resolution Authorizing CRCOG/Sub-Grantee Agreements under HUD Sustainable Communities Regional Planning Grant

Ms. Kowalewski explained that CRCOG will be required, under this grant, to execute sub-grantee agreements with multiple partners who will assist in carrying out grant activities. The resolution allows for CRCOG's Executive Director to deal with these agreements. There will be 16 separate agreements. (PVPC, CERC, CT Fair Housing Center, Partnership for Strong Communities, CT Housing Coalition, UCONN CLEAR program, Cities of Hartford and New Britain, Town of Enfield, and the CCRPA) Municipalities that will not be receiving grant funds directly, but have committed to be involved are Towns of Manchester and Windsor, Goodwin College, GHTD, CEDC.

Mr. Colman made a motion, seconded by Mr. Kilbon, to approve the resolution.

DISCUSSION: Once the agreements are in place, then the Consortium will meet, hopefully in early May. There are ample opportunities for towns to be as involved as they would like to be. All voted in favor of the motion.

Update on Busway and Discussion/Approval of Additional Communications Related to this Project

Mr. Wray explained that there is a meeting next week with the Governor. Each side (for and against) the busway has their 90 minutes alone with Governor Malloy.

Update on CRCOG OPM Grants

There was a handout included with the agenda packets that showed where each grant stands. We are over on overhead, but still have work to do. The Public Safety Training Facility in Rocky Hill is held up in litigation, but moving forward. Construction firms are being interviewed with the hope to break ground in June. Hopefully there will be enough money to completely fund this project.

The Law Enforcement Records Management project is behind because they had to change vendors, due to the first vendor going out of business.

The Reverse 911 message went out in Simsbury in Danish, instead of English. This was bought through the State and is now called Everbridge. The rules have loosened up on what it can be used for and Ms. Assis will also notify the Board of these changes.

The State is performing a regional dispatching study. Ms. Glassman asked Ms. Assis to update the Board on this item.

The online permitting project has been a success and is unique in New England. There is a lot of potential for a broader platform for this project. The Municipal Services Committee will draft a menu of what is important to our towns and report back to the Committee. Items such as planning and zoning permits, finance, business recovery, etc. The new technology can replace people. A baseline would be needed to realize the savings.

Update on Budget Preparation for FY 2011-2012

This was discussed earlier in the meeting.

Finance/Personnel Recommendation for Performance Review for Executive Director

Mr. Colman made a motion, seconded by Mr. Kilbon, to go into Executive Session to discuss the performance review for the Executive Director at 1:00 p.m. Mr. Adams made a motion, seconded by Mr. Kaupin, to come out of Executive Session at 1:20 p.m.

Mr. Adams made a motion, seconded by Mr. Kaupin, to continue the four year contract, with provisions for success of two year renewal opportunities; have Mr. Wray participate in the 2% pay increase; add five personal/professional development days, due to all the traveling that Mr. Wray does, to be used at his discretion; and all other rights and benefits to be continued as written in the original contract. DISCUSSION: The Committee is very proud of Mr. Wray and they totally support him. They would,

however, like Mr. Wray to produce his goals and needs to the Executive Committee. All voted in favor of the motion.

Adjournment

Mr. Colman made a motion to adjourn the meeting at 1:25 p.m. Mr. Kilbon seconded. All voted in favor of the motion.