

Draft

**MINUTES OF  
MUNICIPAL SERVICES COMMITTEE MEETING**

**DECEMBER 18, 2007**

**ATTENDANCE**

**Members and Guests**

Bonnie Therrien, Chair  
Emily Moon  
Peter Souza  
Rich Toce  
Frank DeLuca  
Joyce Stille  
Mike Wilkinson  
Paul Fetherston  
Jonathan Luiz  
Geoff McAlmond  
Jared Clark  
John Salomone  
Jack McCoy  
Lee Erdmann  
Mary Ellen Kowalewski  
Lyle Wray  
Jen March-Wackers  
Maureen Barton  
Jocelyn Mathiasen

**Town**

Wethersfield  
Windsor  
Windsor  
East Hartford  
East Hartford  
Bolton  
Tolland  
Canton  
Canton  
Enfield  
Hebron  
Newington  
Manchester  
Hartford  
CRCOG  
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Chairperson Bonnie Therrien called the meeting to order at 12:15 p.m.

**1. ADOPTION OF MINUTES**

Joyce Stille made and Geoff McAlmond seconded a motion to adopt the minutes of the September 18, 2007 meeting. Minutes were adopted by unanimous voice vote

**2. MUNICIPAL DATA GATHERING**

Mike Meotti spoke to the committee about his experiences with municipal data gathering at CPEC. When CPEC began, they were largely focused on fiscal analysis to promote good government. With the arrival of agencies like OPM, the focus changed to measuring outcome analysis, primarily for the use of social service agencies. Mr. Meotti emphasized that before CRCOG embarks on a program of municipal data gathering, we need to determine who is going to use the information, why they need the information, and what are they willing to pay (if anything) for the information. Jennifer March-Wackers asked the committee members to offer feedback on what kind

of information they would find most worthwhile. Jocelyn Mathiasen will put together a list of useful data to present at the next meeting. Some committee members suggested that per capita data was useful, and that up-to-date information would also be welcomed.

### **3. OPM REGIONAL PERFORMANCE INCENTIVE PROGRAM RECAP**

CRCOG submitted to OPM 18 applications worth over \$8 million for the Regional Performance Incentive Program. CRCOG also sent individualized packets to legislators in the towns affected by our applications. As a result, municipalities may be getting calls from legislators. Lyle Wray will have individual meetings with legislators and including the reauthorization of this grant program and other CRCOG legislative priorities. OPM says that grants will be awarded in January. Jennifer March-Wackers reminded everyone that she needs town support resolutions and certifications by December 28, 2007. As feedback from OPM on projects come back, Jocelyn Mathiasen, Mr. Wray, and Mary Ellen Kowalewski will be communicating. Towns that did not join on the original application may have an opportunity to join in on some of the projects.

### **4. PROJECT STATUS REPORT**

*Job Order Contracting* – CRCOG has not been able to reach an agreement with the vendor who responded to our RFP for JOC. CRCOG still plans to pursue a version of JOC using other means. While Ms. March-Wackers is out on maternity leave, questions can be directed to Mary Ellen Kowalewski, Hedy Ayers, and Jocelyn Mathiasen.

*Purchasing* – The Capitol Region Purchasing Council will open four bids this week, Gasoline, Traffic Guidelines, Catch Basin Cleaning Services and Motor Oil and Grease. Several towns had delivery issues with Treated Road Salt, but our bid contains strong language regarding the delivery and the obligation the vendor has to deliver a clean product which towns may use to enforce delivery or quality. While Ms. March-Wackers is on maternity leave, questions about Purchasing should be directed to Maureen Barton.

*Natural Gas* – The Natural Gas Procurement Committee is closing in on their goal for triggering a buy: a 10% price reduction in cost every year. Ms. March-Wackers will try to distribute a utility update prior to taking her maternity leave.

### **5. MUNICIPAL INFORMATION SHARING AND OTHER BUSINESS**

Bonnie Therrien asked if any towns had passed the hybrid vehicle tax break. There was controversy over the tax break in Manchester and Vernon, both over the possibility of more and more people buying hybrid vehicles and that the cost of a hybrid vehicle would put it out of reach of many taxpayers, who would be subsidizing the purchase for those with more resources. The towns shared some information about budgets, including discussion of increases in energy costs and health insurance. The State Comptroller released a bulletin about a state insurance program, so a suggestion was made to offer her to come to a future meeting to discuss this program and whether towns can piggyback. Ms. Therrien also asked if anyone was switching from Nextel for cell service. Canton reported that they were switching to AT & T. A question was raised about CAPTAIN, and those towns who participate mentioned they were satisfied with the results. A suggestion was made to have

CRCOG's Public Safety Director, Cheryl Assis, come in to update the committee on the CAPTAIN Fire program which is getting up and running.

**6. ADJOURNMENT**

Joyce Stille moved and Paul Fetherston seconded the motion to adjourn the meeting. Chair Bonnie Therrien adjourned the meeting at 1:15 p.m.