

Draft

MINUTES OF
MUNICIPAL SERVICES COMMITTEE MEETING
OCTOBER 18, 2011

ATTENDANCE

Members and Guests

Peter Souza
Steve Bartha
Joyce Stille
Robert Skinner
Bill Smith
Bonnie Therrien
Mike Wilkinson
John Ward
Jeff Bridges
Emily Moon
Steve Wawruck
Hedy Ayers
Maureen Barton
Jennifer March-Wackers
Lyle Wray
Pauline Yoder

Town

Windsor
Avon
Bolton
Canton
Granby
Hebron
Tolland
Vernon
Wethersfield
Windsor
Windsor Locks
CRCOG
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CRCOG

Chair Peter Souza called the meeting to order at 12:02 p.m.

1. ADOPTION OF MINUTES

Joyce Stille made a motion to adopt the minutes of the September 13, 2011 meeting, Bonnie Therrien seconded. The motion was adopted by majority voice vote, with three abstentions (Bonnie Therrien, Jeff Bridges, John Ward).

2. GRANT OPPORTUNITIES UPDATE

Ms. March-Wackers distributed information from OPM regarding the next round of Regional Performance Incentive Grants. CRCOG will be looking to the Municipal Services Committee for direction on this subject. There is an extremely tight deadline of December 31st, so the project applications resolution will need to be on the November 9th Policy Board agenda. Ms. March-Wackers asked if anyone would be able to participate in a brief brainstorming session next Wednesday. Mr. Souza suggested that we focus on the projects that came out of the service sharing survey: Parks & Recreation registration software, HR outsourcing, document management, disaster recovery, and regional assessment. Ms. March-Wackers said that some of these items were part of the brainstorming for the last round of OPM grants, so they are already written out in narrative form. Mr. Wray reported that there is a snafu that they were not expecting to see again, which is that the grant reviewers will give weight for the percentage of towns participating, as opposed to the population affected. This is at

odds with the law, and hurts the Capitol Region in particular due to our large number of member municipalities. Mr. Wray will be pursuing this with OPM. Municipalities will have the responsibility on their end to pass local support resolutions for applications so everything can be in place by the deadline. There is going to be \$7.2 million available, and this will be an ongoing fund, which means that some projects can be passed to next year. Projects can be agency wide. The discussion today should be focused on whether to stick with the current identified priority projects or brainstorm new ideas. Mr. Wray thinks we should stick with what we have. He also reminded the committee that there will be a separate grant for heavy equipment sharing, and the big deal is that the grant will be 30% match, unless you are an underprivileged community or pair with an underprivileged community, in which case the split will be 50/50. Ms. March-Wackers ran through some of the ideas that came up three years ago while brainstorming for the initial grant: E-government; IT/Administrative pool; Job Order Contracting; homelessness and rapid rehousing – many of these have been addressed by other means since three years ago. Mr. Wray brought up the public safety broadband project, and it looks like municipalities will be able to access this broadband pipe, which is a huge opportunity. The committee might want to consider incorporating that. The IT users group has run the numbers per town for CEN connections, they may need to be updated, but it could be a potential grant project. Another thing to consider is enhancing the projects that were approved last time. GIS Orthophotography project could fly again for new data, or there may be some additional maintenance equipment needed for the Farmington Valley Trail project. Municipalities can apply through their RPO, but they can also apply with other towns or economic development districts. CRCOG may consider joining with another COG to apply, as well – assessment is a potential subject, although it might not be a viable project yet, it could be a study through the grant. Mr. Souza said realistically, to put together a competitive package, we should focus on two or three projects at the most. He doesn't think we need to brainstorm this time around. Mr. Wray suggested that next week, representatives from the group meet and refine and narrow down the suggestions, and write it out in the form of a memo to the Policy Board. Ms. March-Wackers will pull that meeting together, and Mr. Wray will work on the percentage of municipalities vs. population issue with OPM.

3. SERVICE SHARING EXPANSION

A memo regarding the results of the service sharing expansion survey will be on the November 9th Policy Board agenda. Per the CRCOG Executive Committee, a 10% increase in dues to expand service sharing, including using dues funds to pay for the overhead on the Regional Performance Incentive Grants, will be proposed. This will be an action item. In general, members are supportive of service sharing goal, the only contention is how to make it happen.

3. STATUS REPORTS

Connecticut Regional e-Government Initiative

The E-government committee met on October 13 to talk about broadband and what they will be able to do with general government access to broadband, including sharing software, creating a network of municipalities and backing each other up. It would allow municipalities to be more self-sufficient. The CIO of DAS, Marc Raymond, was present and expressed interest in partnering with municipalities.

Capitol Region Purchasing Council

Ms. March-Wackers reported that a reverse auction for electricity was held, and the apparent low vendor for all pricing groups was a vendor new to CRCOG, Liberty Power, which is a minority owned business and backed by BP. All pricing groups opted to contract with them, and all pricing groups chose 13% green electricity. Pricing came out to 7.3-7.5 cents per kw. CRCOG will support members of the purchasing consortium through the transition period. We will be asking for quantities for Gasoline early in November.

5. MUNICIPAL INFORMATION SHARING AND OTHER BUSINESS

Mr. Wray asked if anyone had information on health care renewals and what they looked like. Most members said it was too early for that, but the Windsor BOE has seen a 10.5% increase. Ms. Moon asked about stream channel encroachment lines – the subject has been proposed on the legislative calendar, but has not come to the floor. Mr. Wray said that the DEEP is trying to get it on the jobs bill, but they don't think it's going to make it. If this is an issue that impacts your community, please let Mr. Souza know. One committee member asked about the local bed tax, and whether it got swept into the general fund. Ms. Yoder stated that the hotel and rental car tax will be funding the Regional Performance Incentive Grant, and M&E will be funded by the sales and luxury tax.

6. ADJOURNMENT

With no other business, Chairman Souza asked for a motion to adjourn. Jeff Bridges made the motion to adjourn, and Mike Wilkinson seconded. The meeting was adjourned at 12:48 p.m.