

Capitol Region Council of Governments

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POLICY BOARD SPECIAL MEETING CRRA Trash Museum November 16, 2011 Noon

Attendance

Mary Glassman
Richard Hines
Joyce Stille
Dick Barlow
Dave Kilbon
CJ Thomas
Chip Beckett
Bill Smith
Bob Painter
Bonnie Therrien
Scott Shanley
Lou Spadaccini
Barbara Gilbert
Richard Shuck
Steve Werbner
Ron Van Winkle
Jeff Bridges
Peter Souza
Steve Wawruck

Guests

Tom Phillips
Steve Cassano
Paul Nonnenmacher
Judy Kilbon
Michael Bloom

Staff

Cheryl Assis
Winsome Barnaby
Maureen Barton
Jennifer Carrier
Mary Ellen Kowalewski
Jennifer March-Wackers

Town/Organization

Simsbury
Avon
Bolton
Canton
East Granby
Farmington
Glastonbury
Granby
Hartford
Hebron
Manchester
Manchester
Rocky Hill
Stafford
Tolland
West Hartford
Wethersfield
Windsor
Windsor Locks

Capital Workforce Partners
CRCOG Foundation
CRRA
East Granby
Rome Smith Lutz

CRCOG
CRCOG
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CRCOG
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CRCOG

Emily Moos
Erik Snowden
Pauline Yoder

CRCOG
CRCOG
CRCOG

Roll Call

Chairman Glassman called the meeting to order at 12:15 p.m. noting there was a quorum.

Public Comments

Mr. Nonnenmacher informed the Board that the CRRA versions of MSAs approved by the CRRA board are now available for consideration. The deadline is 12/31/11, after that, CRRA will be soliciting non-CRCOG towns to ensure the facility is full. Mr. Beckett asked if CRRA would take woodchips and brush, but Mr. Nonnenmacher stated that current permits only allow them to take small quantities, barring a request from the DEP.

Correspondence

Mr. Wray brought the Board's attention to a letter from CRCOG to Mark Raymond, the CIO of DAS, regarding the Broadband Technology Opportunity Program (BTOP). Mr. Wray thanked Mr. Raymond for his assurance that general government will have voluntary access to the BTOP infrastructure.

Approval of Minutes

Mr. Kilbon made a motion, seconded by Ms. Therrien, to approve the minutes from the September 28, 2011 regular meeting as submitted. All voted in favor of the motion.

Reports

Executive Director and Chairman

Mr. Wray invited the Board to attend the ceremonial signing for the full funding of the New Britain-Hartford busway, which will be held Monday at noon at CCSU's Founders Hall. Mr. Wray said please let him know if you plan to attend. Mr. Wray reported that the Regional Online Permitting program now includes Planning & Zoning modules, and suggested that people might want to join because the software is a platform for all kinds of government functions. Consultants have been selected for the Sustainable Knowledge Corridor. There was a successful meeting at CONNDOT regarding the New Haven-Hartford-Springfield line, which has funding for double tracks. Massachusetts has also acted on this and will be fixing the Springfield bottleneck, which offers the potential for future connections to Montreal. The double tracks will offer help for freight trains. The tabletop exercise Operation THREAT took place at St. Francis Hospital, a number of scenarios were included in the exercise, which was successful. CRCOG has received \$1.25 million of the \$5 million available grant dollars for Transportation Oriented Development for the State.

Capital Workforce Partners

Mr. Phillips reported on the Capitol Region Adult Literacy program that is a focus of CWP. Adult literacy is a challenge in all regions, and needs to be dealt with to insure

Connecticut's future economic success. This is a competitive issue. Mr. Phillips walked through some of the Capital Workforce Partner's programs for adult literacy, including one that provides both GED training alongside job training, so graduates are ready to work upon receiving their GED. They will be having a meeting on December 15 and would like to invite all consortium members.

Due to time constraints, Chairman Glassman asked for a motion to amend the agenda to skip over the remaining reports, and move to the presentation so the Board would have time to review all action items. Mr. Kilbon moved to do so, Mr. Bridges seconded, all voted in favor of the motion.

Presentation: Secretary of the State Denise Merrill

Ms. Merrill updated the Board on changes the Secretary of the State's office is working on. She thanked Board members for their flexibility and assistance during the November 8 election, which requires moving and/or consolidating polling places due to power outages, and almost no problems were reported from any precincts. Ms. Merrill said that towns must have emergency plans for elections, and her office is developing a model plan that municipalities can use. Each town council will have to pass a plan, there is no deadline, but this should be in place before the 2012 election. Ms. Merrill is also working on bringing more technology into elections. Currently, the system is very dependent on registrars, and the registrar system is the last vestige of political patronage. During the recent election Ms. Merrill discovered that one-third of registrars have no e-mail or internet access. In addition, Ms. Merrill supports the use of technology to improve communications. Currently, some towns deliver election results by police car. She is planning to move to electronic communications of election results. Currently, elections are still completely local, but it is possible to regionalize them. Ms. Merrill is also looking to reform audits, which can be expensive. She would like to purchase high speed scanners which will scan both sides of the ballot quickly and create an electronic record. This might be a good regional project. Ms. Merrill also stated that if we had statewide registration, there is no reason why voters couldn't vote anywhere in the state. These changes are already in place in other places, she would like the support of the municipalities, and pointed out that these changes will result in decreased election costs. The current electronic voting machines are nearly 10 years old. Ms. Merrill said her office will act as a clearing house for lending machines. She reminded members that the contract for these machines requires maintenance be provided by the vendor; if it isn't, the warranty will become void. The Secretary of State's office is planning to use the remaining HAVA money for reimbursing repair costs on the aging machines. In addition, her office is working on streamlining the process for business registration, using a web based system. She is doing outreach to small businesses, and working with Google. Ms. Merrill stated she would like to make voting easier and encourage more young people to vote, and is working on a Google app to assist young voters. She would like to move to online voter registration. Some legislation or regulation may be required for the use of the electronic scanners. Some members suggested that the registrar system should be reformed, and Ms. Merrill stated that they should look to CCM or COST for legislation on that. Ms. Merrill stated she does not want to act without

understanding the data, and she is working with a Yale professor on gathering information.

Appointment of Nominating Committee for December Policy Board Elections

Mr. Wray distributed a memo explaining the process. Chairman Glassman received recommendations to appoint John Adams, Dick Barlow, Jon Colman, Bonnie Therrien, and David Kilbon, and asked for a motion. Mr. Bridges made a motion, Mr. Wawruck seconded. All voted in favor of the motion.

Adoption of 2012 Policy Board and Executive Committee Meeting Schedules

Mr. Kilbon made a motion to adopt the schedule, Ms. Stille seconded. All voted in favor of the motion.

Adoption of Resolution Endorsing the Route 10 Corridor Study – Executive Summary and Resolution

Ms. Moos gave a brief summary of the recommendations of the study. Mr. Kilbon, seconded by Ms. Therrien, made a motion to approve the resolution endorsing the Route 10 Corridor study. All voted in favor of the motion.

Regional Performance Incentive Program – Grant Discussion and Authorization

Mr. Souza reported that over the last couple of months the Municipal Services Committee has been looking at possible grant applications, and they have narrowed it down to five programs they are recommending for CRCOG to apply for. Ms. March-Wackers pointed out that OPM has a 50% participation threshold, and currently all the projects are on target for that, but asked that if your municipality is interested in being part of a project, to let her know. There is no commitment; if the list of potential applications is approved, participating municipalities will need to pass a resolution in their town, but the resolution is for support. Mr. March-Wackers stated that the programs are designed to be cost neutral to the municipalities. Mr. Souza made a motion to authorize the grant applications; which was seconded by Mr. Kilbon. All voted in favor of the motion.

Brownfields Assessment Application – Authorization

Ms. Kowalewski informed the Board that the Brownfields program has been in place since 2004, and this authorization is to apply for continued funding. Ms. Therrien made a motion to authorize, seconded by Mr. Kilbon. All voted in favor of the motion.

Approval of TIP Amendments

Ms. Carrier stated there are two TIP amendments that have been endorsed by the Transportation Committee. Dr. Painter, seconded by Mr. Kilbon, made a motion to approve the TIP amendments. All voted in favor of the motion.

Approval of STP-Urban Pavement Rehabilitation Projects

Ms. Carrier explained the two projects and directed Board members to the memo which explains them in full detail. Each project requires a separate motion. Mr. Kilbon made a motion, seconded by Mr. Beckett, to approve inclusion of a \$250,000 non-competitive

set-aside for the Town of Stafford and removal of their Tolland Avenue Reconstruction project application from consideration. All voted in favor of the motion. Mr Kilbon made a motion, seconded by Mr. Beckett, to consider additional STP-Urban funding for the Farmington – Rt. 177 at New Britain Avenue project. All voted in favor of the motion.

Recovery from Storm Alfred

Mr. Wray pointed out that packets included a review of CRCOG's activities during the Storm Alfred recovery. Mr. Werbner testified yesterday, pointing out that changes need to be made in order for there to be an improved response in the next emergency. Mr. Werbner stated that significant tree removal along the wires will need to be done, and the time is ripe for this discussion. Mr. Wawruck stated that he thought it would be necessary for there to be state legislation on this, because on a town by town basis it is likely that the necessary maintenance won't be completed. Several Board members commented that one of the problems they encountered was that tree trucks couldn't begin removing trees without a utility crew, so more coordination is required. Mr. Beckett stated he would like to see some legislation making property owners responsible for associated restoration costs if they refused to allow the trees to be removed. Members stated that it should be a state priority to make CL&P assign line crews. This will be referred to the legislative committee. Ms. Therrien stated that Hebron was not hard hit by Alfred and could have offered assistance but there was no communication via Web EOC Mr. Barlow stated that municipalities need a better understanding of the restoration process as well. Members stated that once the worst of the storm was underway, they stopped getting updates from Web EOC. Cheryl Assis stated that she will ask DEMHS to conduct a high level overview of Web EOC for CEO's and will also add all interested Policy Board members to CRCOG's Everbridge system. The Regional EOC was open and staffed and CRCOG through ESF-5 Chairman Chief Austin will conduct a Regional After Action Review at 9:30 am on December 1st at South Congregational Church. There was discussion that Policy Board members should try to attend this session if at all possible.

Guidance for 2012-2013 CRCOG Budget

Mr. Wray stated he was looking for guidance on the budget. He reiterated the options CRCOG was currently looking at, which includes a zero dues increase, a cost of living increase of 3%, a moderate increase of 10%, or a fast ramping-up of 20%. This is not an action item, Mr. Wray is looking for the sense of the group. The packets include a table which shows how these changes will effect each town. Mr. Hines said he would need specific benefits to sell an increase to the Town Council. The table includes the cost savings each town has realized. Mr. Shanley suggested that towns look not at the percentage increase, but the dollar amount increase. Chairman Glassman asked for a show of hands to get a sense of the group, and the 10% increase received the most support.

Skate Drive for iQuilt Presents Hartford Winterfest

Dr. Painter informed the Board that there would once again be a skating rink in Bushnell Park, from November 25 through February 20. Simsbury, Bolton and Hartford are currently having a skate drive to collect used skates to provide for people using the rink,

and if any other towns would like to set up a spot to collect used skates, Chairman Glassman said arrangements could be made to pick them up.

State and Federal Legislative Update

Mr. Bloom said that Alfred and Irene are the big issues currently, and there will likely be legislation coming out of that discussion. There may be a special session on December 11.

Adjournment

Mr. Kilbon made a motion to adjourn the meeting at 2:17 p.m. Mr. Shuck seconded. All voted in favor of the motion.