Capitol Region Council of Governments  
241 Main St., Hartford, CT 06106  
Transportation Committee Meeting  
Tuesday, March 5th, 2013

Name                      Organization
Jon Colman                Bloomfield
Russ Arnold               Farmington
Jonas Maciunas            Hartford
Mark Carlino              Manchester
Peter Hughes              Marlborough
Chris Greenlaw            Newington
Jim Sollmi                Rocky Hill
Jeffrey Doolittle         South Windsor
Terry McCarthy            Vernon
Rob Phillips              Ellington
Denise Horan              East Hartford

Guests
Bradshaw Smith           Windsor
Jim Thompson             Ellington

Staff
Jennifer Carrier        CRCOG
Rob Aloise              CRCOG

1. **Roll Call** – Mr. Jon Colman called the meeting to order at 10:05 am.

2. **Public Forum** – No one from the public chose to speak.

3. **STP-Urban Program Status**
   Ms. Jennifer Carrier provided an overview of the STP-Urban Program Status including both active and inactive projects. The following discussion points followed:
   - Mr. Russ Arnold commented that there was a need for accountability in the program regarding projects that are inactive for long periods of time, and that the program is not intended to serve as a placeholder for funds until another project is available to transfer funds to.
   - It was agreed that a Subcommittee Meeting was needed soon to again review and potentially set policy for Inactive/Delayed projects.

4. **2013 STP-Urban Program Solicitations / Schedules** – Ms. Jennifer Carrier reviewed envisioned schedules for the following upcoming solicitations:
   - Phase 1: Pavement Rehabilitation/Stand-Alone Sidewalk project solicitation
   - Phase 2: Standard Solicitation (2 or more years of STP-Urban funding)

The following documents discussion regarding the draft schedule:

- Ms. Denise Horan inquired regarding the amount of time there would be between Phase 1 evaluation results were available and Phase 2 applications were due. Mr.
Rob Aloise indicated that the draft schedule showed one month’s time, and if more was desired CRCOG could either compress the Phase 1 review timeframe and/or delay the Phase 2 Application due date. Mr. Jon Colman indicated that it would be desirable to compress the Phase 1 review time to Complete Review of Applications in May and seek approvals of Transportation Committee and Policy Board in June, prior to summer. A decision was made to revise the schedule to reflect the compressed Phase 1 review time.

- It was indicated that it would be desirable to have a queue of projects already designed and “shovel-ready” so that they could infill holes in the program. Mr. Mark Carlino indicated that this probably could not happen given the requirements for design process oversight, however that it could be a possibility under the State recent initiative for a Local Transportation Capital Improvements Plan (LTCIP). It was suggested that Mr. Carlino bring up the possibility of designing projects prior to commitment of construction funds at the next state LTCIP working group meeting.

5. Phase 2 STP-Urban Project Selection Policy – Recommended revisions to the selection policy were reviewed with the following comments:

Solicitation Size Review – Decision to implement CRCOG staff’s recommendation for a $22,500,000 ($18,000,000 federal) solicitation, however with an additional potential funding set-aside for a project (or projects) in Small Communities. It was recommended that at a follow-up meeting tentatively set for March 11, at CRCOG offices to discuss a potential set-aside for small communities, including discussion on eligibility, and rating criteria.

Town Funding Limits – Decision to retain the previous policy.

Town Submittal Limits – Decision to retain the previous policy.

Limits for Program’s Non-Traditional Projects – Decision to retain the previous policy.

Bike/Ped. Project Limits - Decision to increase the limit for individual project to approximately $700,000 ($560,000 federal) and increase the limit for total funding in the Bike/Ped. Project category to approximately $1,400,000 (1,120,000 federal).

Pavement Rehabilitation/Stand-alone Sidewalk – It was decided that the wording be changed in CRCOG staff’s Phase 1 recommendation from “…applications received but not selected in Phase 1 be retained to compete…” to “applications received but not selected in Phase 1 can be resubmitted to compete….”

Project Funding Minimums. - Instead of CRCOG staff’s recommendation to raise the minimum project funding (excluding non-traditional projects) from $100,000 to $500,000, it was decided to raise the minimum project funding (excluding non-traditional projects) from $100,000 to $300,000

CRCOG Cost Containment Policy - Decision to retain the previous policy.

Project Time Limits- It was agreed that a Subcommittee Meeting was needed soon to again review the Inactive/Delayed projects, and potentially develop policy regarding projects that fall into this category.
Rating Criteria - No changes to the rating criteria were suggested/agreed upon, however a discussion will be held at the upcoming Subcommittee Meeting regarding a set-aside, eligibility, and rating criteria for projects in small communities.

Additional Project Type Considerations – Three project types were reviewed for consideration of inclusion of set-asides/pilot projects. It was decided not to pursue special set-asides for either Structures or Pavement Preservation projects at this time. It was determined that a set-aside for “Projects in Smaller Towns” be discussed at a follow-up Subcommittee meeting tentatively scheduled for March 11, 2013 at CRCOG.

6. Other Business

• Follow-up meeting was tentatively scheduled for March 11, 2013, with March 18, prior to the Transportation Committee meeting reserved as a backup date.

7. Adjourn- A motion to adjourn was made, seconded and approved unanimously at 12:00 pm