1. **Roll Call** – Jon Colman called the meeting to order at 12:05 p.m.

2. **Public Forum** – No one from the public chose to speak.
3. **Adoption of Minutes** – A motion was made by Patrice Carson, seconded by Jeffrey Doolittle, to accept the minutes from the February 24, 2014 meeting. This motion was passed unanimously.

4. **Staff Reports**
   - MPO Certification Update – Jennifer Carrier gave a brief update on the MPO Certification. Ms. Carrier stated that the final report finds that the Transportation Planning Process of the CRCOG substantially meets the requirements of 23 CFR Part 450 and 49 CFR Part 613. Therefore, FHWA & FTA jointly certified CRCOG’s transportation planning process. Ms. Carrier also stated that the report included a Corrective Action: CRCOG shall develop a regionally based freight planning program, to be a part of the Metropolitan Planning Organization’s Unified Planning Work Program for 2014-2015. Lyle Wray added that freight planning needs to be done on a much larger scale, a six-state effort is being pursued. Ms. Carrier thanked Ken Shooshan-Stoller for being a part of the Certification Review.
   - Unified Planning Work Program (UPWP) - Ms. Jennifer Carrier told the Committee that the UPWP is in the process of being updated with a one year program (rather than a typical two year program) due to consideration of the regional consolidation process. A draft copy will be distributed at the May Transportation Committee meeting.
   - 2014 Connecticut Clean Fuel Program, funding opportunity for Alternative Fuel Vehicles was discussed.
   - Bike Update – Sandy Fry from GHTD provided an update on the Bike Share Feasibility Study.
   - 2013 Annual Report CT Bicycle and Pedestrian Advisory Board – Ms. Fry reviewed the general findings and recommendations in the Annual Report.
   - Sustainable Knowledge Corridor Update – Mary Ellen Kowalewski reported that the public comment period for the Bi-State Action Plan has closed. No changes will be made to the Transportation Chapter. The final Plan will be completed in October 2014.
   - DOT Update – No update was given.
   - Other – Dr. Wray stated that new towns will be added to CRCOG as of July 1st. MPO compositions are still being discussed with CTDOT, RPOs, OPM and federal officials. CRCOG may need to take an action related to either making the Transportation Committee our MPO or keeping the current MPO structure with the Policy Board.
   - Ms. Jennifer Carrier introduced Stefan Reul from SDG, a part-time consultant who will be working for CRCOG on transit and rail projects.

5. **LOTCIP Funding** – Jennifer Carrier updated the committee regarding LOTCIP funding, including:
   - Consultant Selection Process – The committee was updated regarding the consultant selection process for CRCOG LOTCIP on-call consultants. Ms. Carrier indicated that five consultant teams had been short-listed and interviewed for On-Call List 3: CRCOG Program Management and Design Review Assistance. The committee was reminded that per the February Transportation Committee, the top two rated firms would be selected with CRCOG retaining the right to contract with any of the other shortlisted firms. Ms. Carrier indicated that upon staff’s review of the potential workload, it would be very unlikely that we would need much additional assistance beyond the top two selected firms, and therefore staff recommends that contracts be entered into with the top two firms and task assigned, and that a contract with the third ranked firm
established - but assigned tasks only if the need arises. The fourth and fifth ranked firms would not be contracted.

- Flexible Match Funding Consideration – CRCOG recently approached CTDOT regarding the use of LOTCIP funds to match federal funds. The discussions suggest that CTDOT would likely permit use of LOTCIP as TIGER matching funds, but not permit use of LOTCIP funds to match other federal funding sources, such as STP-Urban.

- CRCOG Program Guidelines – Draft CRCOG Program Guidelines were distributed at the February Advisory Subcommittee & Committee meetings. CRCOG has since received comments, which were reviewed and discussed at the Subcommittee meeting. The two main revisions the Subcommittee agreed upon were:
  o Retain the current CRCOG 10% project cost increase threshold necessitating Subcommittee review and approval (instead of the proposed revision to 20% to match CTDOT guidelines).
  o Revise the default position of a municipal opt-in for a 90% submission to require municipalities opt-out of a full 90% submission (or opt for a 90% submission of selected elements only) in writing.

It was explained that the Subcommittee had approved the guidelines with the above revisions as a working document to be edited as necessary as the program develops. A motion was made by Ms. Carson to approve the guidelines as stipulated above. Russ Arnold seconded the motion, and the motion passed unanimously.

- Sustainability of LOTCIP funding – Jon Colman relayed to the committee the outcome of discussions CRCOG recently had with CTDOT regarding the sustainability of LOTCIP funding. Mr. Colman indicated that Tom Harley had said that under his tenure, CTDOT had never been turned down funding “asks” by the bond commission. He also indicated that the first “ask” of CTDPT is always for matches to federal funding, and that he plans to prioritize the LOTCIP “ask” immediately after that (before all other requested state funds such as Fix-it-first, etc.).

6. STP-Urban Program

- Future Programming Discussions Update - Jon Colman briefed the committee regarding discussions CRCOG recently had with CTDOT. At the meeting, CTDOT indicated that they plan to begin pursuing a new way of partnering with the regions to develop the Capital Plan. The thought is to cooperatively identify all needs in the State and regions and then work towards finding funding, regardless of the source. In addition, the DOT plans to have high level representation at future MPO meetings. Tom Maziarz is planning to present these new ideas to the CRCOG Transportation Committee in May.

- STP-Urban Cost Increase: Tolland Town Green Project – Ms. Carrier briefly reviewed the project and the cost increase memorandum stating that the roads involved are state roadways and the majority of the increase was associated with a scope change recommended by CTDOT. Ms. Carrier also indicated that subcommittee members were very concerned with the Design Phase fee of $1,000,000, with many stating that the figure seemed very high. It was noted that the subcommittee had heard the Town’s request for additional funding and approved it, however, with the design phase funding approved at $720,000 instead of the requested $1,000,000.

Ms. Carrier also indicated that the cost increase is something the subcommittee as not yet entertained, realizing that STP-Urban funds will be more collaboratively programmed with CTDOT because LOTCIP monies are available for municipally sponsored projects of regional significance.
Peter Hughes inquired regarding the impact this approval may have on other projects. Ms. Carrier indicated that with the LOTCIP program initiation, the STP-Urban program is anticipated to have sufficient available funding in the 2016 construction obligation year.

A motion was made by Ms. Carson to approve all cost increases in full, contingent upon continued LOTCIP funding, with the exception of the Design Phase increase which would be approved for $720,000. Denise Horan seconded the motion and it passed unanimously.

7. **TIP-Amendments** —
   - Hartford, I-84 Viaduct
   - Hartford, I-84 rehabilitate bridges over AMTRAK rail

Ms. Carrier reviewed the TIP amendments. A motion was made by Jeffrey Doolittle, seconded by Ms. Carson to approve the TIP amendments. This motion was passed unanimously.

8. **Other Business** — There was no other business discussed.

9. **Adjourn** — The meeting was adjourned at 1:00 pm