

Hub of Hartford Steering Committee Meeting
January 27, 8:30 AM
525 Main Street, 4th Floor Conference Room

Committee Members

Bob Painter
Mike Marshall
Jackie McKinney
Jennifer Cassidy
Michael Zaleski
Toni Gold
Sandra Sheehan
Joe Barber

Organization

Committee Chair
Aetna
Asylum Hill NRZ
City of Hartford
Hartford BID
Hartford Resident
GHTD
North Frog Hollow NRZ

Others

Tom Maziarz	CRCOG
Lia Huang	CRCOG
Jim Morrin	ConnDOT
David Spillane (via telephone)	Goody Clancy

1. Welcome

Bob Painter opened the meeting by welcoming attendees and leading introductions.

2. Consultant Scope of Work Review

Tom Maziarz summarized the draft consultant scope of work. The Committee generally found the scope to be very thorough. The following revisions were noted:

- Section 1.2 should include MDC and CT DEP as interviewees.
- Section 1.3 should include MDC stormwater runoff data and CT DEP air quality data as existing data to be reviewed.
- Section 2.3 should include “reconnect the urban fabric” as a qualitative element.

A summary of the Committee’s discussion follows:

- A Committee member was interested in how much public education will be covered by the study—this will be further defined during the fee negotiation step; PowerPoint presentations and newsletters will be included in the deliverables.
- Study information may be posted on the CRCOG website.
- The main study deliverable will be the Study Report, an executive summary of the study findings. Also included will be technical memos as deemed necessary.
- The Hub Committee members should begin to brainstorm possible interviewees and/or focus group members for the Consultant to interview in Phase I. Stakeholders should include towns in the region.
- It should be made clear to the Consultant that the Hub of Hartford Committee is Goody Clancy’s client

3. Consultant Introduction

Tom Maziarz introduced David Spillane to the Committee via speaker phone.

David Spillane described Goody Clancy's proposed three-phase approach to the study.

4. Next Steps:

The Consultant fee negotiation will take place in the next couple of weeks.

Next Committee meetings will be scheduled as needed by CRCOG and Goody Clancy progress.

5. Other Business

No other business was discussed.

6. Adjourn

The meeting adjourned at 9:40 AM.