



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

SCRCOG MEETING NOTICE & AGENDA

July 25, 2018 – 10:00 A.M.

**Location: 127 Washington Avenue, 4th Floor West
North Haven, CT 06473**

Full agenda materials can be found at our website – www.scrkog.org

1. Call to Order and Introductions – *First Selectman James Cosgrove, Chairman*
2. Adoption of 6/27/18 SCRCOG Minutes – *First Selectwoman Beth Heller, Secretary* Pages 2-4
3. Treasurer's Report for month ending 6/30/18 – *First Selectman Michael Freda, Treasurer* Pages 5,6
4. Transportation Committee Report – *Mayor William Dickinson, Committee Chairman* Pages 7-18
 - a. Adopt Resolution to Approve FY 2018-2021 TIP Amendment Seven Pages 16, 17
 - b. Update UPWP (Attached) to Adjust FY19 Consultant Supported Projects Page 18
5. Approval of SCRCOG FY 2018-19 Regional Services Grant Spending and Work Plan Pages 19-32
6. Approval of SCRCOG Budget Revision #1 - FY 2018-2019 Pages 33,34
7. Resolution Authorizing the Executive Director to enter into agreements for FY 2018-19 Regional Services Grant-funded Consultant Services Pages 35,36
8. Congressional Reports – *Louis Mangini, Aide to U.S. Representative Rosa DeLauro*
Benjamin Florsheim, Aide to U.S. Senator Christopher Murphy
9. SCRCOG Executive Director's Report – *Carl Amento, Executive Director*
10. REX Development Report – *Ginny Kozlowski, Executive Director, REX Development* Pages 37,38
11. DESPP/DEMHS Report – *John Field, Region 2 Coordinator*
12. Regional Mobility Manager Report Pages 39,40
13. Regional Planning Commission July Action Table Page 41
14. Regional Cooperation/Other Business
15. Adjournment

The agenda and attachments for this meeting are available on our website at www.scrkog.org. Please contact SCRCOG at (203) 234-7555 for a copy of agenda in a language other than English. Auxiliary aids/services and limited English proficiency translators will be provided with two week's notice.

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127 Washington Avenue, 4th Floor West, North Haven, CT 06473

www.scrkog.org T (203) 234-7555 F (203) 234-9850 camento@scrkog.org



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

TO: **SCRCOG Board Members**
FROM: **First Selectwoman Beth Heller, *Secretary***
DATE: **July 18, 2018**
SUBJECT: **SCRCOG Meeting Minutes of June 27, 2018**

Present:

Branford	First Selectman James Cosgrove, <i>Chairman</i>
East Haven	Salvatore Brancati, <i>proxy for Mayor Joseph Maturo</i>
Guilford	First Selectman Matthew Hoey
Hamden	Mayor Curt Leng
Madison	First Selectman Thomas Banisch, <i>Vice-Chairman</i>
Meriden	Interim City Manager Kenneth Morgan, <i>proxy for Mayor Kevin Scarpati</i>
Milford	Mayor Benjamin Blake
New Haven	Michael Piscitelli, <i>proxy for Mayor Toni Harp, Immediate Past Chairwoman</i>
North Branford	Carey Duques <i>proxy for Mayor Michael Doody</i>
North Haven	First Selectman Michael Freda, <i>Treasurer</i>
Wallingford	Mayor William Dickinson
Woodbridge	First Selectwoman Beth Heller, <i>Secretary</i>

SCRCOG Staff Carl Amento, Stephen Dudley, James Rode, Eugene Livshits, Christopher Rappa, Rebecca Andreucci, Alessandra Alling (Sustainable CT intern)

Guests: Miriam Brody, *Hamden-North Haven League of Women Voters*; Mary Bigelow, *Greater New Haven Transit District*; Lori Vitagliano, *Regional Water Authority*; Michael Muszynski, *CT Conference of Municipalities*; Ginny Kozlowski and Barbara Malmberg, *REX Development*; Ellen Graham, *Office of U.S. Senator Richard Blumenthal*; Louis Mangini, Annlysa Asarc and Joseph Carusone, *Office of U.S. Representative Rosa DeLauro*; Ben Florsheim, *Office of U.S. Senator Christopher Murphy*; Nan Birdwhistell, *Murtha Cullina LLP*; Richard LoPresti, *Avangrid*; Thomas Lenart, *DESPP*; Edgar Wynkoop, *CT DOT*; Mark Zaretsky, *New Haven Register*

1. **Call to order and Introductions**

Chairman Cosgrove called the meeting to order at 10:20 a.m. All present introduced themselves.

2. **Presentation: SCRCOG Regional Plan of Conservation and Development**

SCRCOG Senior Regional Planner Eugene Livshits reviewed the just completed SCRCOG Regional Plan of Conservation and Development.

3. **Adoption of May 23, 2018 SCRCOG Meeting minutes**

First Selectwoman Beth Heller presented the Minutes of the SCRCOG Meeting of May 23, 2018, which were included in the agenda packet at pages 2-4. She moved for their approval. First Selectman Hoey seconded the motion, with all in favor except Mayor Leng who abstained.

4. **Treasurer's Report for Month Ending May 31, 2018**

First Selectman Freda presented the Treasurer's Report for the month ending May 31, 2018, which was included in the agenda packet at pages 5-6. The Balance Sheet shows that SCRCOG has total assets of \$1,243,000 with approximately \$977,400 of that in cash and investments. There is also \$177,300 due from CTDOT. First Selectman Freda moved for acceptance of the Treasurer's Report. First Selectman Banisch seconded the motion, which passed unanimously.

5. **Transportation Committee Report**

Adopt Resolution to Approve FY 2018-2021 TIP Amendment Six

Mayor Dickinson presented the Transportation Committee Report found on pages 7 through 17 of the agenda packet. Mayor Dickinson moved for adoption of the Resolution approving FY 2018-2021 TIP Amendment six. First Selectman Hoey seconded. The motion was approved unanimously.

6. **Resolution Authorizing the Executive Director to enter into agreements for FY 2019 Unified Planning Work Program (UPWP) Consulting Services**

SCRCOG Deputy Director Dudley explained the Resolution found on Page 18 of the agenda packet. First Selectman Banisch moved for adoption of the Resolution. First Selectman Hoey seconded the motion. It was approved unanimously.

7. **Resolution Approving the SCRCOG Regional Plan of Conservation and Development**

First Selectman Banisch moved to approve the Plan. Mayor Dickinson seconded the motion. All were in favor.

8. **Approval of SCRCOG FY 2018-2019 Regional Services Grant Spending Plan**

Chairman Cosgrove explained that the Executive Committee had taken no action on this agenda item, and that it would be considered again at next month's meeting.

9. **Resolution Authorizing the Executive Director to enter into agreements for FY 2018-19 Regional Services Grant-funded Consultant Services**

Chairman Cosgrove explained that the Executive Committee had taken no action on this agenda item, and that it would be considered again at next month's meeting.

10. **Congressional Reports**

Louis Mangini from Congresswoman DeLauro's Office reported that a disaster declaration was likely for New Haven County as a result of the tornado and windstorm of May 15th. Ben Florsheim from U.S. Senator Murphy's office reported that HUD has issued a Notice of Funding Opportunity for the 2018 Continuum of Care grant which provides funds to reduce homelessness and to remove lead-based paint.

11. **State Legislative Report**

Michael Muszynski from CCM reported that none of the Governor's 7 vetoes were overridden by the General Assembly. He also noted that the IRS had issued regulations disallowing charitable donations to municipalities or the state in lieu of taxes.

12. **SCRCOG Executive Director's Report**

Executive Director Amento distributed a compilation of the savings achieved by municipalities as members of the Capitol Region Purchasing Council. He introduced Alessandra "Allie" Alling, from Milford, who has begun her internship at SCRCOG, which will be paid by Sustainable CT. Allie is available to assist the SCRCOG towns with Sustainable CT issues. Executive Director Amento also introduced SCRCOG's

summer intern, Andy Cirioli. Richard LoPresti from Avangrid was given a round of applause on his upcoming retirement.

13. **REX Development Report**

Ginny Kozlowski of REX Development reviewed the REX report at Pages 29-30 of the agenda packet.

14. **DESPP/DEMHS Report**

Thomas Lenart from DESPP reported on behalf of Region 2 Coordinator John Field. Mr Lenart brought a report from Mr. Fields which was distributed at the meeting.

15. **Regional Mobility Manager Report**

The Report is found at Pages 31 and 32 of the agenda packet.

16. **Regional Planning Commission June Action Table**

The RPC June Action Table is on Page 33 of the agenda packet.

17. **Regional Cooperation/Other Business**

None

18. **Adjournment**

Mayor Blake moved to adjourn; First Selectman Banisch seconded. The meeting was adjourned at 11:14 am.

Respectfully submitted,

First Selectwoman Beth Heller, *Secretary*

Balance Sheet

South Central Regional Council of Governments

As of period 06/30/2018

Assets

Cash and Investments

Key Bank - Checking Account	331,040.78
State of CT - Short-Term Investment Fund	461,873.45
Start Community Bank	102,968.23

Accounts Receivable

CT Department of Transportation - FY 16	432.25
CT Department of Transportation	658,745.35
CT Office of Policy and Management	4,415.54
Other Federal Grants (FEMA)	796.19
National Fish & Wildlife	(.01)
Other State Grants (CIRCA)	26,414.74

Other Assets

Accrued Leave & Security Deposit	47,073.25
Furniture & Equipment	30,899.85

Total Assets	1,664,659.62
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Liabilities

Employee Reimbursement Payable	25.62
Accounts Payable	511,652.09
Deferred Revenue - Municipal	43,047.97
Deferred Revenue - LOTCIP	219,286.50
Deferred Rev. - Other (Election Monitor)	8,024.48
Deferred Revenue - Special Assessment	15,690.60

Total Liabilities	797,727.26
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Fund Balance

Fund Balance	812,296.14
Amount for Accrued Leave	18,426.59
Investment in Equipment	30,899.83
Change in Fund Balance	5,309.80

Total Fund Balance	866,932.36
Total Liabilities and Fund Balance	1,664,659.62

Statement of Resources and Expenditures

South Central Regional Council of Governments

As of period 06/30/2018

	Current	Year-to-Date	Budget
Resources			
Municipal - Revenue	58,218.63	121,952.03	165,000.00
Municipal - Special Assessment	265.40	49,130.44	62,500.00
REX Development			10,000.00
CT OPM - Regional Planning	49,107.43	268,773.49	268,773.00
CT OPM - RPI Grant, GIS Project		29,656.25	30,000.00
CT OPM - RPI Grant, Open Space Inventory	3,777.73	11,884.00	74,228.00
CTDOT - Transportation Planning	518,702.59	1,162,494.31	1,518,369.00
CTDOT - LOTCIP	243.13	2,515.05	225,571.00
CTDOT - Mobility Manager	7,795.12	79,062.33	113,624.00
National Fish & Wildlife Grant		2,299.68	2,300.00
FEMA - Hazard Mitigation Plan	796.20	147,391.32	197,500.00
CT SotS - Regional Election Monitor	727.47	2,941.61	11,111.00
CIRCA - Municipal Resilience Grant	26,414.74	40,370.67	47,140.00
Miscellaneous		.02	
Interest - Revenue	714.00	4,751.64	1,000.00
Total Resources	666,762.44	1,923,222.84	2,727,116.00
Direct Expenses			
Transportation Planning Consultants	550,306.09	662,915.09	962,200.00
Land-Use Planning Consultants	27,800.24	297,583.27	369,740.00
Other Consultants	8,295.12	80,837.33	103,200.00
Travel	428.43	5,432.67	13,400.00
Data Processing		5,391.25	6,800.00
Commercial Printing		2,299.68	7,600.00
Subscriptions and Books		1,940.00	3,750.00
Insurance and Professional Services	157.00	1,276.62	2,700.00
Meeting Expenses and Advertising	429.40	11,809.17	22,300.00
Miscellaneous		832.30	5,604.00
Transportation - Reserved			93,668.00
LOTICP - Reserved			197,719.00
Hazard Mitigation Grant - Reserved			38,757.00
Total Direct Expenses	587,416.28	1,070,317.38	1,827,438.00
Direct Labor			
Direct Labor - Employees	34,060.85	362,584.56	392,303.00
Overhead			
Indirect Labor - Employees	18,360.55	187,916.00	166,136.00
Employee Benefits	5,951.92	168,004.93	170,679.00
Travel	39.79	39.79	200.00
Data Processing	24.00	10,192.47	13,650.00
Rent		105,659.18	107,700.00
Telephone and Internet	637.08	6,869.20	7,800.00
Office Supplies	206.29	1,827.05	4,510.00
Equipment Maintenance	1,327.32	17,683.58	16,900.00
Subscriptions and Books		195.00	200.00
Insurance and Professional Services		7,599.00	19,300.00
Meeting Expenses and Advertising		688.61	100.00
Miscellaneous	68.45	754.05	200.00
Total Overhead	26,615.40	507,428.86	507,375.00
Total Operating Expenses	648,092.53	1,940,330.80	2,727,116.00

South Central Regional Council of Governments
2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM
 Amendment Number 7

Project	0014-0185	2014-A23-1	Replace Bridge 00196 which carries I95 over Rte. 1
Changes	Amendment 7 adjusts funding		
Reason	Action is necessary based on revised cost estimates. The cost increase is a result of higher than anticipated utility construction cost estimates, costs associated with handling of contaminated materials and ground water and a refined construction estimate based on the latest design.		
Project	0148-0208	2017-A3-2	Hall Avenue Pedestrian Improvements
Changes	Amendment 7 adjusts funding		
Reason	Action is necessary based on revised fund amounts. TAPNH funds are revised to reflect correct level of funding. Unexpended Recreational Trails (RT) funds are added to the project as well.		
Project	0156-0180	2015-A7-1	I-95 Resurfacing
Changes	Amendment 7 adjusts funding		
Reason	Action is necessary based on revised project scope. The scope of work (within the same project limits) is reduced from and RBC project to Pavement Preservation.		
Project	0300-0202	2018-A7-5	NHL-Network Infrastructure Upgrade FY18
Changes	Amendment 7 adds new project		
Reason	The Network Infrastructure Upgrade Phase 3 consists of establishing the network infrastructure to support enhance security systems at 7 passenger stations and on one moveable bridge, (SAGA Bridge).This project will improve surveillance methods to ensure the safety and security of the commuting public.		
Project	0301-0138	2018-A7-4	New Haven Rail Yard-West End Yard FY18
Changes	Amendment 7 adds new Project		
Reason	Project is for the NHRY- West End Yard, to create an electrified train storage yard with toilet servicing facilities within the west end of the New Haven Yard.		
Project	0400-XXXX10	2018-A7-1	CTTRANSIT System wide Bus Replacements FY18
Project	0400-XXXX11	2018-A7-2	CTTRANSIT System wide Bus Replacements FY16
Project	0400-XXXX12	2018-A7-3	CTTRANSIT System wide Bus Replacements FY17
Changes	Amendment 7 adds new projects		
Reason	Action is required to move 5339 carryover funding from the prior 2015 - 2018 STIP to the new 2018 - 2021 STIP. for the purchase of CTTRANSIT System wide bus replacements. The Department has a pending grant application that includes prior year funding. Moving the funds to the current year will allow the award of the grant.		

South Central Regional Council of Governments
2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM
Amendment Number 7

Project **0424-XXXX2 2017-A0-40 MILFORD TD- FACILITY IMPROVEMENTS**

Changes Amendment 7 increases funds for FY18

Reason This project is being increased by \$185,000 total. This will provide additional funding for Milford TD to complete necessary improvements/repairs to their facility to maintain a state of good repair. These include repaving of outside parking and travel areas, extending the concrete aprons near the entrance/exit of the storage facility and repairs of the heating system in the wash bay area.

Project **0427-XXXX2 2017-A0-48 GNHTD- NEW FACILITY**

Changes Amendment 7 moves funds to 2020

Reason Action is necessary based on revised project schedule

South Central Regional Council of Governments
FFY2018-FFY2021 Transportation Improvement Program
Amendment 7

State Project #0014-0185

SCRCOG # 2014-A23-1

Municipality Branford

AQ Code X6

Proposed

Project Name Replace Bridge 00196 which carries I95 Over Rte 1

Description Full replacement of Bridge #00196 which carries I-95 over Rte 1. Bridge is rated poor and is functionally obsolete due to piers being too close to the Route 1 travel lanes

Current TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
NHPP-BRX	CON AC-Entry		0				
	Federal	0	5,000	6,285			
	State	0	556	698			
REP	Federal		1,049				
	State		262				
Total Cost	\$13,850	0	6,867	6,983	0	0	0

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
NHPP-BRX	CON AC-Entry		0				
	Federal	0	8,515	6,285			
	State	0	946	698			
REP	Federal		1,228				
	State		307				
TIP Funds	\$17,979	0	10,996	6,983	0	0	0

Amendment Notes

FY 12 TIP Amend 23 adds project FY15 TIP Amend 14 moves schedule out 1 year.
FY18 TIP Amend 7 adjusts funding

South Central Regional Council of Governments
FFY2018-FFY2021 Transportation Improvement Program
Amendment 7

State Project #0148-0208

SCRCOG # 2017-A3-2

Municipality Wallingford

AQ Code X6

Proposed

Project Name Hall Avenue Pedestrian Improvements

Description Pedestrian improvements on Hall Avenue, Washington Street and Oak Street in Wallingford, a distance of approx 2,700 LF. The project turns off road and will create a multi-use trail from Oak Street to the Senior Center, a distance of approx 1,350 LF.

Current TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
TAPNH	CON	Federal	888				
		Local	779				
Total Cost	\$1,667	0	1,667	0	0	0	0

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
RT	CON	Federal	4				
		State	1				
TAPNH		Federal	1,077				
		Local	269				
TIP Funds	\$1,351	0	1,351	0	0	0	0

Amendment Notes

FY18 TIP Amend 3 adds a new project. FY18 TIP Amend 7 adjusts funding

South Central Regional Council of Governments
FFY2018-FFY2021 Transportation Improvement Program
Amendment 7

State Project #0156-0180

SCRCOG # 2015-A7-1

Municipality West Haven

AQ Code X6

Proposed

Project Name I-95 Resurfacing

Description Resurfacing I-95 in West Haven and Orange

Current TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>		<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
NHPP	FD	Federal		3,150				
		State		350				
NFRP	CON	AC-Entry			0			
		Federal				14,300	14,300	
		State				1,589	1,589	
NHPP	AC-Entry	AC-Entry			0			
		Federal			1,800	8,200	8,200	
		State			200	911	911	
Total Cost	\$55,500		0	3,500	2,000	25,000	25,000	0

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>		<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
NHPP	FD	Federal		315				
		State		35				
	CON	Federal			8,100			
		State			900			
TIP Funds	\$9,350		0	350	9,000	0	0	0

Amendment Notes

FY15 TIP Amend 7 introduces new project. FY18 TIP Amend 3 moves FD Phase.

FY18 TIP Amend 7 adjusts funding as project scope is reduced to Pavement Preservation

South Central Regional Council of Governments
FFY2018-FFY2021 Transportation Improvement Program
Amendment 7

State Project #0300-0202

SCRCOG # 2018-A7-5

Municipality Regional

AQ Code X6

Proposed

Project Name NHL-Network Infrastructure Upgrade FY18

Description Project for establishment of a network infrastructure to support security systems at 7 passenger stations and on one moveable bridge, (SAGA Bridge). This project will improve surveillance to ensure the safety and security of the commuting public.

Current TIP Funding (In Thousands)

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
5307P	CON	Federal	18,000				
		State	4,500				
TIP Funds	\$22,500		0	22,500	0	0	0

Amendment Notes

FY18 TIP Amend7 adds new project

State Project #0301-0138

SCRCOG # 2018-A7-4

Municipality New Haven

AQ Code X6

Proposed

Project Name New Haven Rail Yard-West End Yard FY18

Description Project is for the NHRY- West End Yard, to create an electrified train storage yard with toilet servicing facilities within the west end of the New Haven Yard.

Current TIP Funding (In Thousands)

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
5307P	CON	Federal	65,600				
		State	16,400				
TIP Funds	\$82,000		0	82,000	0	0	0

Amendment Notes

FY18 TIP Amend 7 adds new Project

South Central Regional Council of Governments
FFY2018-FFY2021 Transportation Improvement Program
Amendment 7

State Project #0400-XXXX

SCRCOG # 2018-A7-1

Municipality Statewide

AQ Code X6

Proposed

Project Name CTTRANSIT Systemwide Bus Replacements FY18

Description Funding for the replacement buses that have reached the end of their useful life

Current TIP Funding (In Thousands)

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
5307P	OTH	Federal	8,000				
		State	2,000				
5339P		Federal	5,360				
		State	1,340				
TIP Funds	\$16,700	0	16,700	0	0	0	0

Amendment Notes

FY 18 TIP Amend 7 adds new project

State Project #0400-XXXX

SCRCOG # 2018-A7-2

Municipality Statewide

AQ Code X6

Proposed

Project Name CTTRANSIT Systemwide Bus Replacements FY16

Description Funding for the replacement buses that have reached the end of their useful life

Current TIP Funding (In Thousands)

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
5339P	OTH	Federal	5,360				
		State	1,340				
TIP Funds	\$6,700	0	6,700	0	0	0	0

Amendment Notes

FY 18 TIP Amend 7 adds new project

South Central Regional Council of Governments
FFY2018-FFY2021 Transportation Improvement Program
Amendment 7

State Project #0400-XXXX

SCRCOG # 2018-A7-3

Municipality Statewide

AQ Code X6

Proposed

Project Name CTTRANSIT Systemwide Bus Replacements FY17

Description Funding for the replacement buses that have reached the end of their useful life

Current TIP Funding (In Thousands)

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
5339P	OTH	Federal	5,360				
		State	1,340				
TIP Funds	\$6,700		0	6,700	0	0	0

Amendment Notes

FY 18 TIP Amend 7 adds new project

State Project #0424-XXXX

SCRCOG # 2017-A0-40

Municipality Milford

AQ Code X6

Proposed

Project Name MILFORD TD- FACILITY IMPROVEMENTS

Description Provide funding for the necessary facility improvements and repairs

Current TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
5307C	CON	Federal	80	80	120	120	
		State	20	20	30	30	
Total Cost	\$500		0	100	100	150	0

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
5307C	CON	Federal	228	80	120	120	
		State	57	20	30	30	
TIP Funds	\$685		0	285	100	150	0

Amendment Notes

FY18 TIP Amend 7 increases funds for FY18

South Central Regional Council of Governments
FFY2018-FFY2021 Transportation Improvement Program
Amendment 7

State Project #0427-XXXX

SCRCOG # 2017-A0-48

Municipality Hamden

AQ Code X6

Proposed

Project Name GNHTD- NEW FACILITY

Description GNHTD - Funding for design and construction of new facility for Administrative offices and transit vehicle storage and maintenance

Current TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
5307C	CON	Federal	20,000				
		State	5,000				
Total Cost	\$25,000		0	25,000	0	0	0

Proposed TIP Funding (In Thousands)

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>	<i>FYI</i>
5307C	CON	Federal			20,000		
		State			5,000		
TIP Funds	\$25,000		0	0	0	25,000	0

Amendment Notes

FY18 TIP Amend 7 moves funds to 2020



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

Resolution

Fiscal Year 2018-Fiscal Year 2021 Transportation Improvement Program Amendment Seven

- Whereas:*** U.S. Department of Transportation “Metropolitan Planning Regulations” (23 *CFR* 450) prescribe that each metropolitan planning organization maintain a financially constrained multi-modal transportation improvement program consistent with a *State Implementation Plan for Air Quality (SIP)* conforming to both U.S. Environmental Protection Administration-established air quality guidelines and *SIP*-established mobile source emissions budgets; and
- Whereas:*** The Council, per 23 *CFR* 450.324 and in cooperation with the Connecticut Department of Transportation (ConnDOT) and public transit operators and relying upon financial constraints offered by ConnDOT, adopted a *Fiscal Year 2018-Fiscal Year 2021 Transportation Improvement Program* on July 26, 2017, after finding the *Program* conforming per U.S. Environmental Protection Administration (U.S. EPA) final conformity rule (40 *CFR* 51 and 93) and relevant Connecticut Department of Transportation air quality conformity determinations: *Air Quality Conformity Reports: Fiscal Year 2018-2021 Transportation Improvement Program* and the Region’s *Long-Range Transportation Plans—2015 to 2040*, (April, 2015); and
- Whereas:*** The Council, on *July 26, 2017*, indicated that periodic *Program* adjustment or amendment was possible; and
- Whereas:*** Projects referenced in the *Program* amendment (below) are consistent with the region’s long-range transportation plan (*South Central Regional Long Range Transportation Plan—2015 to 2040*, (May, 2015)); and
- Whereas:*** Council *Public Participation Guidelines: Transportation Planning* have been observed during the development of the proposed *Program* amendment (below); and
- Whereas:*** By agreement between the Council and the Connecticut Department of Transportation, public involvement activities carried out by the South Central Regional Council of Governments in response to U.S. Department of Transportation metropolitan planning requirements are intended to satisfy the requirements associated with development of a *Statewide Transportation Improvement Program* and/or its amendment; and
- Whereas:*** Council of Governments’ review of transportation goals, projects and opportunities may result in further adjustment or amendment of the *Program*.



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Carl J. Amento, Executive Director

Resolution

***Fiscal Year 2018-Fiscal Year 2021 Transportation Improvement Program Amendment Seven
(continued)***

Now, Therefore, Be It Resolved By the Council of Governments:

The Program *Amendment Seven* shall be transmitted to the Connecticut Department of Transportation, for inclusion in the *State Transportation Improvement Program*

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the South Central Regional Council of Governments on **July 25, 2018**

Date July 25, 2018

By: _____
First Selectwoman Beth Heller, Secretary
South Central Regional Council of Governments



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

Resolution

Approving the Amended Fiscal Year 2018 and Fiscal Year 2019 Unified Planning Work Program

Whereas: The Council of Governments adopted a final *Fiscal Year 2018 and Fiscal Year 2019 Unified Planning Work Program* on May 24, 2017, and amended the *Program* on January 31, 2018 and May 23, 2018; and

Whereas: CTDOT has approved the corridor studies proposed for FY 19 Consultant-Supported Work; and

Whereas: The Council's Transportation Committee on July 11, 2018, reviewed the revised UPWP and recommended that the Council of Governments adopt the amended work program.

Now, Therefore, Be It Resolved By the Council of Governments

That the amended *Fiscal Year 2018 and Fiscal Year 2019 Unified Planning Work Program* is hereby adopted.

Certificate

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Council of Governments on July 25, 2018.

Date: July 25, 2018

By: _____
First Selectman Beth Heller, Secretary
South Central Regional Council of Governments

PROPOSED SCRCOG REGIONAL SERVICES GRANT (RSG) SPENDING AND WORK PLAN AND SELECTION OF CONSULTANTS FOR FY 2018-2019 (7-18-18)

INTRODUCTION

The SCRCOG proposed RSG Spending and Work Plan for FY 2018-19 represents an effort to expand SCRCOG's products and services to its member municipalities in the non-transportation area. The Spending Plan seeks to meet state legislative goals associated with the RSG funding for regional approaches to inter-municipal service/operations sharing, tourism and economic development, GIS mapping, and environmental and sustainability initiatives.

With funding almost doubled for the current year over the previous year, SCRCOG proposes to accomplish several long-standing objectives by utilizing third-party consultants in a similar manner to what has been successfully employed on the transportation side of SCRCOG's work program.

The objectives of the RSG Spending Plan are to:

- Utilize the RSG funds in the best interests of all of the SCRCOG municipalities;
- Utilize the RSG funds to advance the legislative purposes of the grant funding, and in a manner which will encourage the state to continue to support substantial RSG funding for COGs;
- Leverage state RSG funding to provide match for federal transportation funding allowing the latter to be fully utilized;
- Expand SCRCOG's regional GIS program for the benefit of its member municipalities, and to add additional data layers to the GIS program;
- Fund SCRCOG staff work in the non-transportation area of shared services/operations, which is the primary purpose of the RSG;
- Fund consultants that will identify and assist SCRCOG municipalities in implement inter-municipal shared services/operations opportunities;
- Fund new and unique tools for regional and municipal economic development by partnering with REX Development to create a comprehensive business inventory database of businesses located in each SCRCOG municipality, and to create GIS mapping of cultural, historic and agricultural assets in each municipality to promote tourism;
- Fund consultant that will organize a statutorily-mandated Human Services Coordinating Council.

The language of the RSG statute, excerpted below, states that the purpose of the funding is for "planning purposes and to achieve efficiencies in the delivery of municipal services".

In accordance with Section 259 of Public Act 17-2 of the June 2017 Special Session, "Each regional council of governments shall use such grant funds for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services. On or before October 1, 2018, and annually thereafter, each regional council of governments shall submit a report, in accordance with section 11-4a of the general statutes, to the joint standing committees of the General Assembly having cognizance of matters relating to planning and development and finance, revenue and bonding, and to the secretary. Such report shall (1) summarize the expenditure of such grant funds, (2) describe any regional program, project or initiative currently provided or planned by the council, (3) review the performance of any existing regional program, project or initiative relative to its initial goals and objectives, (4) analyze the existing services provided by member municipalities or by the state that, in the opinion of the council, could be more effectively or efficiently provided on a regional basis, and (5) provide recommendations for legislative action concerning potential impediments to the regionalization of services."

SCRCOG's approved FY 2018-19 budget passed by the Board on May 23, 2018 assumed an RSG budget of \$252,504, which was the amount SCRCOG received for the FY 2017-18 SCRCOG budget.

Regional Planning Budget Narrative, excerpted below from Approved SCRCOG FY 2018-19 Budget.

"SCRCOG is committed to continued improvements and enhancements to its Geographic Information System (GIS) program. Planned upgrades include recreational trails updates, open space database integration, and tree canopy mapping. Additionally, SCRCOG will be assisting its municipalities with projects under the statewide Sustainable CT project including with multi-town or region-wide projects. Possible projects include open space and natural resource inventories, watershed management, mapping of tourism and cultural assets, and development of agricultural asset mapping to complement the recently-awarded Farm Viability grant. SCRCOG will continue its municipal shared services initiative, focusing on collaborations between Towns and Boards of Education and collaborations between municipalities in the areas of technology, procurement, permitting, human resources, assessment, energy conservation, and data."

SUMMARY OF RSG SPENDING PLAN

Ultimately, the state approved an allocation to SCRCOG in early June in the amount of \$493,504. SCRCOG's original (May) and revised (July) staff proposals for the expenditure of the additional \$241,000 in funding are as follows, with notes as to SCRCOG staff's recommended revisions:

2018-19 Regional Services Grant

		Approved Budget Allocation	July 18th Revision	Total RSG Allocation
1	Regional Planning (Staff Labor and Expenses)	\$ 166,145	10,000	\$ 176,145
2	Transportation Planning (Match)	25,259	-	\$ 25,259
3	GIS Hosting and Maintenance	-	25,000	\$ 25,000
4	GIS Mapping Consultants	15,500	4,500	\$ 20,000
5	Sustainable CT/Municipal Program Consultants	10,000	-	\$ 10,000
6	Shared Services/Operations Consultants (8/1 - 12/31/18)	-	65,000	\$ 65,000
7	Shared Services/Operations Consultants (1/1 - 6/30/19)	35,600	44,400	\$ 80,000
8	MS4 Technical Consultant	-	35,000	\$ 35,000
9	Regional Asset Mapping/Tourism Initiative (REX)	-	25,000	\$ 25,000
10	Regional Business Inventory Database Consultant (REX)	-	27,500	\$ 27,500
11	Human Services Coordinating Council Consultant	-	4,600	\$ 4,600
	Total	\$ 252,504	\$ 241,000	\$ 493,504

- \$176,145 for staff labor and expenses for Regional Planning and Municipal Assistance. This amount included the \$166,145 approved in May for the SCRCOG budget.
- \$25,259 for match for Transportation Planning Funds. This amount was approved in the SCRCOG budget in May.
- \$25,000 in GIS Program Hosting and Maintenance. This annual fee was originally planned to be paid from UPWP federal transportation funds, but paying it from RSG funds will allow the same amount to be available for additional transportation studies.

- \$20,000 for GIS Mapping Consultants. This amount included the \$15,500 already approved in the SCRCOG budget in May.
- \$10,000 for Sustainable CT/ Municipal Programs Consultants. This amount was in the approved SCRCOG budget in May). \$7,500 will be used to pay dues to the Capitol Region Purchasing Consortium on behalf of SCRCOG municipalities.
- \$65,000 for Shared Services/Operations Consultants from August 1, 2018 to December 31, 2018 (Phase 1). This amount included the \$35,600 approved in the SCRCOG budget.
- \$80,000 for Shared Services/Operations Consultants from January 1, 2019 to June 30, 2019 (Phase 2).
- \$35,000 for MS4 Technical Consultant. These funds will be utilized for an MS4 Technical Consultant after a Scope of Work and an RFP are developed from input from meetings of municipal officials involved in MS4 Regulatory Compliance.
- \$25,000 to REX for Regional Asset Mapping/ Tourism Initiative.
- \$27,500 to REX for Regional Business Inventory Database Consultant.
- \$4,600 for Human Services Coordinating Council Consultant. This is a statutorily-mandated project for COGs. The funding amount will need to be reduced to \$4,600 from \$5,000 to account for the fact that SCRCOG's total RSG allocation is \$493,504, not \$493,904 as listed in the May agenda budget submission.

SPECIFIC PROJECT DESCRIPTIONS

1. Regional Planning (Staff Labor and Expenses)

The approved SCRCOG budget included \$166,145 in Staff Labor and Expenses to support the Regional Planning Program, specifically staff work on non-transportation areas of regional concern, including shared services, environmental and land use planning. SCRCOG will complete the mapping portion of a Regional Asset Mapping program conducted by REX with RSG funds which includes identifying cultural, historic, and agricultural assets for each town. The final product will include digital mapping and a map brochure for each municipality to be used for local promotion and tourism.

Funding will also allow SCRCOG staff to manage the consultants selected to complete other RSG-funded projects, and to continue operating regular non-transportation programs, such as overseeing the Regional Planning Commission or providing technical assistance to municipalities. SCRCOG has no other sources of funding besides the state RSG for non-transportation programs except local dues. The vast majority of SCRCOG's local dues are programmed for match of federal transportation funding.

An additional allocation of \$10,000 to fund an intern until June 30, 2019 is requested. SCRCOG's current summer intern, Andy Cirioli, has completed his undergraduate degree at Salve Regina University and is beginning his Masters in Public Administration program at the University of Connecticut in the fall. Andy intends to work at SCRCOG part-time throughout the school year, and will specialize in the shared services/operations area. Andy has interned in North Haven for First Selectman Freda and was previously a summer intern at SCRCOG.

2. Match for Federal Transportation Funding

Due to reduced funding in the state budget, the state's traditional 10% match of federal transportation funding has been reduced to 7.6%. \$25,259 of the SCRCOG RSG funding will be used to provide match for federal PL funds to provide planning studies for the benefit of SCRCOG municipalities and the region. Utilizing \$25,259 of RSG funds as match will allow full utilization of the federal transportation funding available to SCRCOG in FY 2018-19.

3. Regional GIS Program Hosting and Maintenance

During FY 2018-19, the Regional GIS Program hosting and maintenance will be sustained through SCRCOG RSG funding in the amount of \$25,000. This annual fee was originally planned to be paid from UPWP federal transportation funds, but paying it from RSG funds will allow the same amount to be available for additional transportation studies

The regional web-based GIS program consists of a uniform regional parcel database, and the following data layers: Zoning, Land Use, ESRI Demographics, Environmental, Points of Interest, and Regional Trails. In addition, 2013 Aerial Imagery, 2016 Aerial Imagery and 2016 Oblique Imagery have been included within the Regional GIS Viewer. These data layers allow municipal planners and other users to view and analyze data in a broader context across municipal boundaries. The regional GIS program continues to be available and utilized extensively by our member municipalities as a regional asset and shared service.

4. Regional GIS Mapping Consultants

SCRCOG RSG funding in the amount of \$20,000 will be used to develop a Regional Tree Canopy Assessment, integrate the Open Space Inventory database (which was grant funded) into the SCRCOG GIS Viewer, and update the popular Regional Recreational Trails Mapping program for the benefit of SCRCOG municipalities and the region.

The Tree Canopy Assessment will allow SCRCOG and its member municipalities to understand the current tree coverage and plan/prioritize for future planting goals of each community. The assessment can also determine the location and amount of impervious cover. Improving a community's tree canopy can have a variety of benefits including climate resiliency, ecological, social and economic benefits.

The Tree Canopy Assessment would be developed with the assistance of the University of Vermont Spatial Analysis Laboratory, which has completed other studies for Connecticut COGs and for COGs and municipalities throughout the Northeast

The Regional Open Space Inventory funded through the Regional Performance Incentive Grant program categorizes open space by type, use, ownership, and protection status. The completed open space database will be integrated within the SCRCOG GIS Viewer.

SCRCOG will continue to make necessary updates to the Regional Recreational Trails program, including the GIS Trail Database and Viewer. Upon request, SCRCOG will provide additional printing of the Trail Brochures. A consultant will be contracted to meet with each municipality to update the trails data, content (narrative/photos) and mapping. In addition, the consultant will update the SCRCOG Trails Webpage to integrate a Search Functionality option.

5. Sustainable CT/Municipal Program Consultants

The \$10,000 in RSG funding was approved in the SCRCOG budget in May. \$7,500 will be used to pay dues to the Capitol Region Purchasing Consortium on behalf of SCRCOG municipalities. The remainder will be used for responding to requests for assistance by SCRCOG municipalities.

6. SCRCOG Shared Services Work Plan (August 1 to December 31, 2018)

Consultant Work (Phase1)

General Conditions

- This proposed Work Plan focuses on the time period until December 31, 2018, except for a couple of full fiscal year projects near the end of the Work Plan. A Progress Report will be made to the Executive Committee for the November 2018 meeting. A proposed work plan and proposed consultants or consultant selection process for the January 1, 2019 to June 30, 2019 timeframe will be submitted to and will be reviewed by the Executive Committee at that same November meeting. The SCRCOG Executive Director will report on the status of each Consultant's work at each monthly SCRCOG meeting.
- Consultants will report informally at least weekly and submit Written Progress Reports monthly to the assigned Project Manager. Executive Director Carl Amento will be project manager for Mr. Celotto's projects. Senior Regional Planner Eugene Livshits will be Project Manager for Mr. Marchand's work, and Regional Planner Rebecca Andreucci will be Project manager for Ms. Roach's projects.
- SCRCOG Intern Andy Cirioli will assist in scheduling and convening of meetings of relevant officials from SCRCOG municipalities, as well as assisting in scheduling of presenters for above meetings, creating meeting agendas, and creating meeting summaries. He will also assist the Consultants by researching issues and prepare informational materials for meetings.
- SCRCOG staff proposes to perform the following shared services/operations tasks without consultant assistance:
 1. Convene and schedule quarterly meetings of a SCRCOG Regional Planners' Council.
 2. Convene and meet with SCRCOG towns registered for Sustainable CT program.
 3. Investigate other issues not included in specified Consultant tasks when regional groups of municipal officials meet.

- Compensation to consultants will be paid in accordance with the assigned tasks and on the basis of a percentage of each task completed as determined jointly by the Consultant and the Project Manager. However, project managers will have some flexibility to allow for re-allocation of funding between and among tasks and between and among Consultants so long as the total compensation for each Consultant is not increased and assigned Deliverables are completed.
- The specific subject areas that are the focus of this Work Plan have been selected because of their likelihood to yield opportunities for inter-municipal and Town-Board of Education (BOE) service sharing as reported in shared service studies conducted by SCRCOG, CRCOG, SECCOG and CCM in recent years.
- Initial work on many of the specific subject areas proposed in this Work Plan occurred in meetings of Regional Councils of Finance Directors, Purchasing Agents, IT Directors and Permitting Officials which were formed and met in 2013-2015. SCRCOG's ability to continue convening these meetings and to continue working on shared services was greatly reduced in 2016-2017 due to lack of funding.
- The consultants will exert best efforts to involve and obtain input from representatives from all SCRCOG municipalities in doing their work. If in-person meetings are not feasible, telephone conferences, email exchanges and surveys will be employed. SCRCOG staff will assist in trying to reach as many town representatives as possible. SCRCOG mayors, First Selectmen, and City/Town Managers will be notified in advance of meetings with any of their town officials.
- The Consultants will exert their best efforts to bring their tasks to completion. However, many tasks will involve decisions to be made by the municipalities, and the Consultants role will only be to assist the municipalities in implementing a project. Work on the Consultants' tasks will be an iterative process which will undoubtedly encounter forks in the road and obstacles which cannot now be foreseen. If the Consultants are unable to implement a project or projects, they will take the projects as far along towards implementation as possible.
- There will be contracts between SCRCOG and the Consultants which will be very similar to the contracts used for transportation study UPWP consultants, which also provide for a not to exceed amount and a payment on the basis of an agreed percentage of task completed.

Proposed Consultant - Joseph Celotto

Joe served as Finance Director for 2 years and Public Works Director for two years for the Town of Hamden. Before his local government service, Joe worked for Pitney Bowes, IBM, and Tandem Computers for 36 years in the areas of management, finance, and technology. Since leaving government service, he has been the Director of Planning and Technology at Trash Master LLC and was Chief Financial Officer at Carla's Pasta, Inc. Joe holds an Executive Master's degree in Business Administration from the University of New Haven. Joe has experience and expertise in the interface of technology and local government financial, operational and public works functions. He recently prepared specifications for an Enterprise Resource Planning (ERP) system for West Hartford as commissioned by CRCOG.

Proposed tasks (detailed below) and compensation by task (total compensation: \$22,000) -

- Finance - \$7,000
- Purchasing - \$5,000

- Animal Shelter - \$2,000
- Information Technology - \$3,000
- Public Works - \$5,000

Finance

- Specific Project –Assisting in the implementation of Town of Bethany contracting with Town of Woodbridge for Bethany’s financial recordkeeping and reporting utilizing Woodbridge’s MUNIS financial system.
- General Project - Meeting with SCRCOG Finance Directors and School Business Managers. Review of financial/operating software used by municipalities and Boards of Education and identifying opportunities for: sharing of financial systems between towns and between a town and its Board of Education (BOE), improvements in technology, increasing purchasing power by the adoption of common financial/operational technology systems, creating user groups among those towns/BOEs using same financial software platforms, and exploring adoption of Enterprise Resource Planning (ERP) systems.
- Deliverables-
 1. Convene and meet with a SCRCOG Regional Finance Directors’ Council.
 2. Produce research findings and best practices, a template for one town contracting to provide financial services for another town, a report of dealings with financial software vendors, and a contract between towns.
 3. Create spreadsheet of financial/operational software utilized by each SCRCOG municipality and BOE, including vendor, year entered into service, terms of contract, cost, and functions included in the software.
 4. Create a list of existing software user groups in the region.
 5. Report on opportunities for service sharing, joint purchasing, user groups and upgrading to an ERP system.
 6. Assist in implementing, as desired, service sharing, joint purchasing, user groups, and any requested upgrading to ERP systems.

Purchasing

- Specific Project - Review of City of New Haven’s on-line purchasing system and comparison of it to the Capitol Region Purchasing Consortium’s BidSync on-line purchasing system, to determine if either system can be utilized on a multi-town or region-wide basis.
- General Project - Meeting with Purchasing Agents to determine interest in on-line purchasing systems, and to explore other technology needs of Purchasing Departments.
- Investigate technology procurement by local government from Purchasing Agents perspective.
- Deliverables-
 1. Convene and meet with SCRCOG Regional Purchasing Agents’ Council.
 2. Report on comparison of City of New Haven and BidSync on-line purchasing system, as well as other such systems available, with regard to suitability and feasibility for use by SCRCOG municipalities.
 3. Report on other technology needs of Purchasing Departments.

4. Report on technology procurement by municipal Purchasing Departments.
5. Report on available procurement consortia.
6. Assist in implementing, as desired, utilization of an on-line purchasing system by SCRCOG municipalities, as well as best practices in technology procurement, and increasing participation in purchasing consortia.

Animal Shelter

- Specific Project – Assisting in the implementation of Town of Woodbridge contracting with Town of Hamden to provide Animal Control facility for shared use by Town of Hamden.
- General Project - Meeting with municipal officials engaged in Animal Control facilities planning. Investigation of other opportunities among SCRCOG municipalities for sharing of Animal Control facilities or services.
- Deliverables-
 1. Meet with municipal officials involved in Animal Control facilities planning.
 2. Research findings, provide template for one town contracting to provide use of an Animal Control facility to another town, and contract between towns.
 3. Spreadsheet of Animal Control staffing, services and facilities for all SCRCOG municipalities.
 4. Assist in implementing, as desired, shared use of Animal Control facilities.

Information Technology

- General Project - Meeting with IT Directors of SCRCOG towns and BOEs. Investigation of opportunities among SCRCOG municipalities and BOEs for sharing software systems, increasing purchasing power by adopting common software platforms, forming user groups, and sharing best practices. Investigate technology procurement from IT Directors' perspective. Investigate opportunities for town and BOE sharing of IT functions.
- Deliverables-
 1. Convene and meet with SCRCOG Regional IT Directors' Council.
 2. Create inventory of software systems utilized by SCRCOG municipalities and BOEs.
 3. Report on opportunities for sharing of software systems, joint purchasing, forming user groups, and best practices.
 4. Implement, as desired, sharing of software systems, joint purchasing, formation of user groups, and sharing of best practices among SCRCOG municipalities and with BOEs.

Public Works

- General Project - Investigation of opportunities among SCRCOG municipalities for sharing software systems, equipment, and operational best practices. Investigation of project, asset, fleet, and fuel management systems, as well as opportunities for joint purchasing among SCRCOG towns and with BOE, and through available purchasing consortia. Investigate opportunities for town and BOE sharing of Public Works functions.
- Deliverables-

1. Convene and meet with SCRCOG Regional Public Works Directors' Council.
2. Spreadsheet of each town's public work functions, divisions and number of assigned personnel.
3. Inventory of public works software systems utilized by SCRCOG municipalities.
4. Inventory of public works equipment utilized by SCRCOG municipalities.
5. Report on operational best practices.
6. Inventory of project, asset, fleet, and fuel management systems.
7. Report on opportunities for joint public works purchasing among SCRCOG towns and their BOEs.
8. Report on opportunities for sharing of public works functions between and among towns and BOEs.
9. Assist in implementing, as desired, sharing of best practices, adoption of software solutions, and sharing of services/operations and equipment among SCRCOG municipalities.

Proposed Consultant - Christopher Marchand

Chris served in various capacities for the Town of Hamden over a period of 10 years, including serving as Grants Administrator, Community Development Manager, Fair Housing Officer, Energy Conservation Coordinator and ADA Coordinator. Before his local government service, Chris was the Grants Administrator at the Urban Resources Initiative of the Yale School of Forestry and Environmental Sciences. Since leaving town service, Chris was statewide development manager for StreetScan Inc., which provides pavement inspection services to municipalities. Chris has a Bachelor's degree in Business Management from Indiana University.

Proposed tasks (detailed below) and compensation by task (total compensation: \$20,000)-

- Energy Conservation- \$5,000
- Urban Forestry- \$5,000
- Permitting- \$5,000
- Grants Finding and Administration-\$5,000

Energy Conservation

- Meeting with municipal officials engaged in energy conservation and municipal energy task force members to learn of on-going and proposed municipal projects.
- Assist in organizing projects, as desired, at the regional level to promote best practices, energy efficiencies and economies of scale.
- Investigate opportunities for service sharing in the areas of renewable energy, purchasing through energy consortia, building and fleet energy usage, and indoor, street and outdoor lighting, and promotion of C-PACE and solar energy programs.
- Deliverables-
 1. Form a Regional Energy Conservation Council with representatives from each SCRCOG municipality, and hold regular meetings.
 2. Report on on-going and proposed municipal energy conservation projects and analysis of which projects are feasible or desired for regional follow-up.

3. Report on opportunities for service sharing in the areas of renewable energy, purchasing through consortia, building and fleet energy usage, and indoor, street and outdoor lighting, and promotion of C-PACE and solar energy programs.
4. Assist in implementing, as desired, regional energy conservation projects in the areas of renewable energy, purchasing through energy consortia, building and fleet energy usage, and indoor, street and outdoor lighting, and promotion of C-PACE and solar energy programs.

Urban Forestry

- Meet with municipal officials involved in municipal trees and forestry and identify opportunities for collaboration, service sharing and joint purchasing.
- Investigate feasibility of developing one or several municipal street tree nurseries on public property versus purchasing street trees from a common commercial vendor, and which alternative would result in reduced cost and ready availability.
- Deliverables-
 1. Convene and meet with SCRCOG Regional Forestry Council with representatives from SCRCOG municipalities.
 2. Inventory existing tree planting programs in SCRCOG municipalities and report on best practices for such programs.
 3. Report on feasibility of a municipal street tree nursery versus purchasing trees jointly from a commercial vendor.
 4. Assist in implementing, as desired, an efficient, cost-effective way to buy street trees by either creation of a municipal street tree nursery or by joint purchasing from a commercial vendor.

Permitting

- Work with Capitol Region Council of Governments to assess their on-line permitting offerings, ViewPermit and Municipity, as well as other possible options.
- Meet with municipal permitting officials and assess their interest in on-line permitting, and the creation of user groups.
- Meet with permitting officials and encourage the sharing of best practices and opportunities for further technology improvements.
- Deliverables-
 1. Convene and meet with SCRCOG Regional Permitting Officials' Council.
 2. Inventory existing on-line permitting systems being utilized by SCRCOG municipalities.
 3. Compare features of available on-line permitting systems available to SCRCOG municipalities.
 4. Report on best practices and opportunities for technology improvements for the permitting officials.

Grants Finding and Administration

- Compile a list of annual, periodic and on-going grants available to SCRCOG municipalities.
- Meet with municipal officials involved in grants administration to implement technology solutions and best practices for the administration of municipal grants on a regional basis.

- Deliverables-
 1. Convene and meet with SCRCOG Regional Grant Writers' Council.
 2. Create a list of annual, periodic and on-going grants available to SCRCOG municipalities.
 3. Identify or develop systems for effective grants administration for SCRCOG municipalities.

Proposed Consultant - Pamela Ricci Roach

Pam was the Town of Hamden's Solid Waste and Recycling Coordinator for 10 years where she initiated many new and successful programs, and created and managed Hamden's Annual Earth Day Celebration which drew 4,000 attendees annually. She also served as an Environmental Analyst at the Metropolitan District (MDC) in Hartford, and as Land Management Coordinator and Coordinator of the Household Hazardous Waste Collection Program at the Regional Water Authority. She most recently was Director of the Residential Electronics Collection Program at Take 2 Inc. she acquired experience with stormwater issues as advisor to Hamden Clean and Green Commission, as a member of the Cheshire Land Trust, and in her work at MDC and RWA. She has a Masters in Environmental Science with a concentration in GIS from the University of New Haven.

Proposed tasks (detailed below) and compensation by task (total compensation: \$20,000)-

- Solid Waste and Recycling/Materials Management-\$10,000
- Stormwater Regulatory Compliance (MS4)- \$10,000

Solid Waste and Recycling/Materials Management

- Meet with municipal officials and organize projects, as appropriate, at the regional level to promote best practices, efficiencies and economies of scale.
- Investigate opportunities for service sharing in the areas of solid waste and recycling collections, and joint purchasing of services among towns and between towns and Boards of Education.
- Explore new areas of recycling such as organics and food waste, composting, textile and WRAP-plastic film recycling, and assist in implementing multi-town or regional collaborations.
- Determine feasibility of participating in the CT DEEP Pilot Program (Public Act No. 18-181) "Collection of Glass Separate from Curbside Program and Separated at Transfer Station".
- Meet with municipal officials and develop best practices and efficiencies in materials management, including, without limitation, electronic and mattress recycling, on a multi-town, regional or Town-BOE basis.
- Deliverables-
 1. Convene and meet with SCRCOG Regional Solid Waste and Recycling Council.
 2. Inventory existing solid waste and recycling collection programs in SCRCOG municipalities, including curbside collection and transfer station operations.
 3. Report on opportunities to implement best practices, efficiencies and economies of scale.

4. Report on opportunities for service sharing in the areas of solid waste and recycling collections, and joint purchasing of services among towns and between towns and Boards of Education.
5. Report on opportunities for new recycling opportunities such as food waste, composting, and textile recycling and multi-town or regional collaborations.
6. Inventory existing materials management programs in SCRCOG municipalities.
7. Report on best practices and efficiencies applicable to materials management programs.
8. Report on opportunities for collaboration between and among SCRCOG towns and BOEs in the area of materials management.
9. Assist in implementing, as desired, multi-town collaborations in the areas of solid waste collection and disposal, recycling, composting and materials management.

Stormwater Regulatory Compliance (MS4)

- Meet with municipal officials (engineers and public works directors) involved in MS4 compliance and develop collaborative and coordinated regional projects to create economies of scale among SCRCOG municipalities.
- Create content for municipal stormwater webpages.
- Develop MS4 Public Education and Outreach materials on a regional basis.
 1. Convene and meet with SCRCOG Regional Stormwater Collaborative.
 2. Create content for municipal stormwater webpages.
 3. Develop MS4 Public Education and Outreach materials on a regional basis.
 4. Investigate feasibility of regionalization of some stormwater mapping activities and coordinated regional procurement.

7. SCRCOG Shared Services Work Plan (January 1 to June 30, 2018)

Consultant Work (Phase 2)

Phase 1 of the proposed Shared Services Work Plan focuses on the time period until December 31, 2018. A Progress Report will be made to the Executive Committee for the November 2018 meeting. A proposed work plan and proposed consultants or consultant selection process for the January 1, 2019 to June 30, 2019 timeframe will be submitted to and will be reviewed by the Executive Committee at that same November meeting. The SCRCOG Executive Director will report on the status of each Consultant's work at each monthly SCRCOG meeting.

The proposed Work Plan for Phase 2 will be developed from meetings with SCRCOG municipal officials during Phase 1, and will either be carryover projects in the areas which were the focus of Phase 1, or will be in new areas identified by SCRCOG municipalities and SCRCOG staff during Phase 1.

Some possible areas of focus for Phase 2 might include: parks, recreation, human resources, risk management, and document management.

A budget of \$80,000 in RSG funding for Phase 2 is proposed for the hiring of consultants to identify and implement service and operations sharing opportunities on a multi-town basis within the region.

8. MS4 Technical Consultant

An MS4 Technical Consultant will be engaged by SCRCOG after a Scope of Work and an RFP are developed from input from meetings of municipal officials involved in MS4 Regulatory Compliance. Funding in the amount of \$35,000 will be reserved for this consultant.

9. Regional Asset Mapping/ Tourism Initiative

Proposed Consultant- REX Development

The mapping of cultural, historical and agricultural assets on a town-by-town basis will require extensive work-sharing between SCRCOG and REX Development. REX has existing data which will be supplemented by meetings, interviews and surveys of relevant local officials, and SCRCOG staff will do the GIS mapping. Identifying these assets and depicting them in map form, both on the web and in brochures, will provide an invaluable tourism tool for REX and the individual SCRCOG municipalities.

Proposed tasks and compensation by tasks below:

- Regional Business Inventory Database- \$27,500 (full fiscal year)
- Regional Asset Mapping/Tourism Initiative- \$25,000 (full fiscal year)

Deliverables-

1. Create a searchable database of businesses located within each SCRCOG municipality with a spreadsheet of several characteristics of each business, including address, contact information, industry, number of employees, etc.
2. Create digital mapping (SCRCOG) and printed brochures of maps showing cultural, historical and agricultural assets in each SCRCOG municipality.

10. Regional Business Inventory Database

Proposed Consultant- REX Development

SCRCOG and REX have worked jointly over the past year to develop a unique business inventory database for each town in the SCRCOG region. A list of businesses with contact and location information and identification of industry category does not exist in Connecticut and is rarely found anywhere in the United States. The creation of the existing list by SCRCOG and REX, which has been featured at a statewide data conference, was developed from open source databases by meticulous and time-consuming work. The next step is to merge the SCRCOG-REX list with a list of businesses created by CT Data Collaborative from the Secretary of the State's business registration database. After the data merger, further work will be needed to develop and refine the database. An important part of the process will be to compare and merge further business lists such as Chamber of Commerce membership lists, and to have the lists reviewed and field-checked by municipal and other local leaders in in each SCRCOG member municipality. The ultimate objective is to create the best possible town-by-town inventory of

businesses with several criteria collected for each business in a searchable database by the end of the FY 2018-19 Fiscal Year.

11. Human Services Coordinating Council

Proposed Consultant- United Way of Greater New Haven

Connecticut statutes mandate the creation and convening of a Human Services Coordinating Council in each COG region. The Coordinating Council provides a platform for municipal staff working in human services, youth services, and senior services to share resources and best practices with one another, while also hearing from representatives of state agencies and non-profits. With assistance from the United Way of Greater New Haven, SCRCOG has convened one meeting of such a council.

Proposed task and compensation by task below:

- Regional Human Services Coordinating Council - \$4,600 (full fiscal year)

Deliverables-

1. Convene two or more meetings of Regional Human Services Coordinating Council before June 30, 2019.
2. Maximize utility of meetings and any between meeting follow-up by setting agendas, creating issue briefings, etc.

FY 2018-19 Budget Revision # 1

Budget Revision #1 adds to the adopted FY 2018-19 budget funds related to the multi-year FEMA grant (Regional Hazard Mitigation Plan) not utilized in Fiscal Year 2017-18 that remain available this fiscal year –

- \$11,775 in FEMA funds
- \$6,625 in Municipal Contribution – Special Projects (to cover the 25% FEMA match)

This budget revision also accounts for the amount awarded by the Office of Policy and Management to SCRCOG for the Regional Services Grant (RSG). The adopted FY 2018-19 budget included \$252,504 of Regional Services Grant (RSG) funds and the additional \$241,000 results in a total of \$493,504.

Under Expenses, the additional \$10,000 (\$9,300 - Salary + \$700 - Benefits) is for a part-time SCRCOG Intern and the additional \$249,400 is for consultants (\$231,000 for RSG and \$18,400 for FEMA). This revision reflects the changes that are outlined in SCRCOG's RSG Spending Plan.

Actual line item revisions are below, followed by a resolution authorizing Budget Revision #1.

<i>Revenue</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Revised Budget</i>
Municipal Contribution			
Municipal Contribution - Dues	193,000		193,000
Municipal Contribution - Special Projects	-	6,625	6,625
Transportation Planning			
U.S. DOT - FY 2018-2019	942,779		942,779
U.S. DOT - Carryover	128,668		128,668
U.S. DOT - Mobility Management	69,724		69,724
CTDOT - FY 2018-2019	89,564		89,564
CTDOT - Mobility Management	17,431		17,431
CTDOT - LOTCIP	219,529		219,529
Regional Planning			
CT OPM - Regional Services Grant (RSG)	252,504	241,000	493,504
CT Secretary of the State - Regional Election Monitor	8,800		8,800
CIRCA - Municipal Resilience Grants	-		-
Regional Open Space Inventory	5,400		5,400
Dept. of Agriculture - Farm Viability Grant	40,000		40,000
Regional Hazard Mitigation Plan			-
Federal Emergency Management Agency	6,500	11,775	18,275
Investment Income	4,000		4,000
TOTAL	1,977,899	259,400	2,237,299

<i>Expenses</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Revised Budget</i>
Salaries	570,411	9,300	579,711
Benefits	188,903	700	189,603
Travel	10,700		10,700
Computer Supplies & Software	17,000		17,000
Rent	107,700		107,700
General Office Expenses	83,321		83,321
Transportation Consultants	606,100		606,100
Other Consultants	183,600	249,400	433,000
Capital	-		-
Contingency	-		-
LOTICIP - Reserved	206,285		206,285
Regional Election Monitor - Reserved	3,878		3,878
Total	1,977,899	259,400	2,237,299



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

Resolution

**South Central Regional Council of Governments
Fiscal Year 2018-19 - Budget Revision # 1**

- Whereas: The South Central Regional Council of Governments adopted an operating budget for FY 2018-19 on May 23, 2018;
- Whereas: Funds from the multi-year FEMA grant (Regional Hazard Mitigation Plan) not utilized in Fiscal Year 2017-18 remain available this fiscal year (\$11,775);
- Whereas: Funds from Municipal Contribution – Special Projects not utilized in Fiscal Year 2017-18 remain available this fiscal year to cover the 25% FEMA Grant match (\$6,625);
- Whereas: The Office of Policy and Management has awarded SCRCOG \$493,504 for the Regional Services Grant (\$241,000 in additional funds); and
- Whereas: Expenses added to the budget include: \$10,000 for a part-time SCRCOG Intern and \$249,400 for consultants (\$231,000 for Regional Services Grant and \$18,400 for Regional Hazard Mitigation Plan).

Now, therefore be resolved by the South Central Regional Council of Governments:

That Fiscal Year 2018-19 Budget Revision # 1, which adds to the adopted FY 2018-19 budget funds related to the multi-year FEMA grant not utilized in FY 2017-18 that remain available this fiscal year and adjusts the Regional Services Grant to account for the amount awarded to SCRCOG by the Office of Policy and Management, is adopted.

Certificate:

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the South Central Regional Council of Governments on July 25, 2018.

Date: July 25, 2018

By:

First Selectwoman Beth Heller *Secretary*
South Central Regional Council of Governments



SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS
Planning for Our Region's Future

Bethany Branford East Haven Guilford Hamden Madison Meriden Milford
New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

Resolution

Authorizing the Executive Director to enter into agreements for FY 2018-19 Regional Services Grant-funded Consultant Services

Whereas: SCRCOG's Regional Services Grant (RSG) Spending Plan for FY 2018-19 was adopted by the Council on July 25, 2018; and

Whereas: The RSG Spending Plan identifies programs and projects which are to be advanced by consultant services to complement SCRCOG staff efforts; and

Whereas: The RSG funding must be spent by June 30, 2019, and it is important to begin the programs and projects specified in the RSG Spending Plan as soon as possible; and

Whereas: Time is needed to organize representatives of the SCRCOG member municipalities into working groups and to solicit comments from municipal leaders in the field in order to provide input and direction on each program and project; and

Whereas: The consultants for the Shared Services/Operations program should have municipal employment experience, as well as expertise in the areas of finance, purchasing, information technology, public works, energy conservation, urban forestry, permitting, grants, solid waste and recycling/ materials management, and stormwater regulatory compliance (MS4); and

Whereas: The SCRCOG By-Laws provide that "The Executive Director may at his/her discretion and under unusual circumstances, suggest that the Executive Committee consider only a single consultant possessing unique prerequisites, clearly establishing skills and background which might render "sole source" selection in the best interests of the Council"; and

Whereas: The SCRCOG RSG Spending and Work Plan explains the "unusual circumstances" of time constraints (the RSG funds must be spent by June 30, 2019) and the "unique prerequisites (knowledge and experience in municipal government administration in particular subject areas) demonstrated by the "skills and background" of the proposed consultants; and

Whereas: A Progress Report of the Consultants' Work will be reviewed by the Executive Committee at its November, 2018 meeting.

Whereas: The Executive Director proposes that the following consultants be engaged by SCRCOG for the work specified in the RSG Spending Plan:

Joseph F. Celotto
Pamela Ricci Roach
Christopher Gerald Marchand
REX Development

Shared Services/Operations Consultant
Shared Services/ Operations Consultant
Shared Services/Operations Consultant
Regional Asset Mapping/Tourism Consultant

REX Development
University of Vermont Spatial Analysis
Laboratory
United Way of Greater New Haven

Regional Business Inventory Database Consultant

GIS Mapping Consultant
Human Services Coordinating Council
Consultant

Now, Therefore, Be It Resolved by the Council of Governments:

That the Executive Director is authorized to negotiate and sign consulting services agreements in accordance with the terms and conditions of this Resolution.

Certificate

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Council of Governments on July 25, 2018.

Date: July 25, 2018

By: _____
First Selectwoman Beth Heller, *Secretary*
South Central Regional Council of Governments

EXECUTIVE DIRECTOR'S REPORT

JULY 2018

Ginny Kozlowski



Business Development & Recruitment

Working with three healthcare/bioscience and one software companies on attraction (1), retention and expansion (3)

Working with the City of New Haven to promote mobile vending districts

BioPath Advisory Board Meeting

Entrepreneurs

Program support for Elm City Innovation Collaborative

Workforce

Advanced Manufacturing Strategy Meeting with North Branford

Advocacy

Attended GNHCC Gubernatorial Forums

Marketing, Communications & Stakeholder Education

Tourism

Attended media walk through of YCBA exhibition: Salt and Silver: Early Photography, 1840–1860

Collaboration with the Connecticut Convention and Sports Bureau

Connecticut Lodging Association

CLA Board Meeting

Trafficking in Persons Council Meeting

American Hotel & Lodging Association Conference Call

H Careers

ISHAE Conference Call

American Hotel & Lodging Association Safety Conference

Education

Hosted REDFO meeting at DistriCT, DistriCT offers affordable office space, scalable coworking environments, and the room to grow innovative businesses of any size. The presentation and site tour was presented by David Salinas.

Meeting with Betsy Weber of New Haven Promise

Media

This Magnificent Life: Road-tripping through New England in fall

NBC Connecticut: Does It Pay To Shop Online For Hotel Deals? With comments from CLA President Jeff Muthersbaugh

Community Outreach

Housing Strategy Group

Greater New Haven Chamber of Commerce Board Meeting

West Haven Chamber of Commerce

REDFO

July 27
David Kooris
CT DECD

Visitor Newsletter
Features

- 2018 Guilford Art Center Craft Expo
- North Branford Potato & Corn Festival
- Flights of Fancy
- CT Open
- Summer Concert Series
- Independence Day and Fireworks



South Central Mobility Management Status Report

The Kennedy Center
John Wardzala
Regional Mobility Manager
7 Research Drive, Woodbridge, CT 06525

June 1, 2018 – June 30, 2018

SUMMARY

Outreach to Middletown's St. Vincent de Paul's Amazing Grace Food Pantry

Worked with St. Vincent de Paul's Amazing Grace Food Pantry's Program Coordinator and set up an onsite table with transportation information and a printer to print photos for people interested in applying for Connecticut Department of Transportation's *Transit Reduced Fare Photo ID Card* program.

CTrides Transportation Showcase/ Hartford Line Try Out

While attending the CTrides Transportation Showcase I introduced myself to CT DOT's Bureau Chief of Public Transportation Richard Andreski. As a result of our conversation, and prior to the Hartford Line's 6/15/18 launch date, Mr. Andreski (along with CT DOT's Transit Manager Lisa Rivers) helped me coordinate with a person who is a wheelchair user to try out a Hartford Line rail car to learn if his wheelchair would fit through the rail car's doors and inside rail car's interior. Note that certain Amtrak rail cars are not wheelchair accessible and this fact is what prompted the person who is a wheelchair user to contact me to help coordinate an on-site try out. The wheelchair user was able to successfully board and navigate inside a Hartford Line rail car.

Hartford Line Launch

Attended the Hartford Line Launch opening ceremony on 6/15/18 where I met Mr. Carl Jackson, the Rail Administrator for CT DOT. Mr. Jackson will be mailing me hard copies of the Hartford Line schedule so I can bring them to outreach events and help spread the news to those that don't have Internet access.

WORKS IN PROGRESS

Rail, Bus Fare Hike cancellation awareness (formally announced 5/17/18)

Disseminating information regarding the rail, bus fare hike cancellation at outreach venues where the majority of attendees do not have Internet access and are not aware of the cancellation.

Outreach Regarding CT DOT's Transit Reduced Fare Photo ID Program

I continue to bring awareness of transportation options and offer assistance completing the *Transit Reduced Fare Photo ID* application at venues including monthly Outdoor Mobile Food Pantries by bringing everything needed to apply for the photo ID program including CT DOT provided self addressed stamped envelopes and a small Inkjet printer to print the applicant's required photo.

The application's required photo has been a barrier to getting the ID to many people I outreach to, as many do not have access to a color printer or the funds to get a color photo. Also, many are not aware that the *Transit Reduced Fare Photo ID Program* exists.

Continued presence at Connecticut Food Bank's Outdoor Mobile Food Pantry sites in the South Central CT region.

The warm weather has increased attendance at the Outdoor Mobile Food Pantries in Middletown, Portland, Old Saybrook, Clinton and in the New Haven region. For the people who have a disability and/or are over 65 that wait outdoors in line to receive food, I walk the line answering their transportation questions and inform them of their transportation options by offering printed news and literature including CT DOT's *Transit Reduced Fare Photo Identification Card Program* application, Paratransit information, Non-Emergency Medical Transportation, Know How To Go SCCT, The Kennedy Center's Travel Training program, town and city street maps, bus schedules and more.

Ombudsman Services

Offering ombudsman services by helping resolve transportation issues on an individual basis for people that have a disability and/or those over 65.

MEDIA UPDATES

- Continue to update and maintain content on the knowhowtogoscct.org website.
- Running weekly Google Analytics on the knowhowtogoscct.org website, tracking and reporting website traffic, running software to check for broken links and accessibility issues.
- Continue to update and maintain the Know How To Go SCCT Twitter account. Tweeted 81 transportation related Tweets throughout the month of June.

SOUTH CENTRAL CONNECTICUT
Regional Planning Commission

July 2018 Action Table

Ref. #	Received	Description	Adjacent RPC Towns	Abridged RPC Action
2.1	6/21/2018	<i>Town of Durham: Proposed Zoning Regulation Amendments to create new section on Agricultural Events</i>	Guilford, Madison, North Branford, Wallingford	By resolution, the RPC has determined that the proposed zoning regulation amendments do not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor do there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.
2.2	6/27/2018	<i>Town of North Haven: Proposed Zoning Regulation Amendment to Section 5.1.1.31 to allow axe throwing facilities in IL Zoning Districts</i>	East Haven, Hamden, New Haven, North Branford, Wallingford	By resolution, the RPC has determined that the proposed zoning regulation amendment does not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor do there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.

Transportation Planning Work Program
Unified Planning Work Program

Fiscal Year 2018 and Fiscal Year 2019

July 2017 - June 2018

July 2018 - June 2019

Adopted 5-24-17

Amendment adopted 1-31-18

Amendment adopted 5-23-18

Amendment recommended by Transportation Committee 7-11-18



South Central Regional Council of Governments

127 Washington Avenue, 4th Floor West

North Haven, Connecticut 06473

Tel. (203) 234-7555

Fax (203) 234-9850

Website: www.scrkog.org

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Introduction

The South Central Connecticut Region includes the entire corporate limits of the fifteen municipalities in the Greater New Haven area - Bethany, Branford, East Haven Guilford, Hamden, Madison, Meriden, Milford, New Haven, North Branford, North Haven, Orange, Wallingford, West Haven, and Woodbridge. The Region is a Council of Governments, as permitted by the Connecticut General Statutes, with each municipality represented by its chief elected official. The Council meets monthly to act on regional business and oversee the transportation activities of the Region. Recommendations concerning transportation actions are forwarded to the Council from the Transportation Committee, consisting of seven members of the Council, and the Transportation Technical Committee, which includes an appointed staff person from each municipality. These two committees meet jointly each month to recommend actions for consideration by the Council on transportation matters.

The Unified Planning Work Program (UPWP) is adopted in accord with federal code (23CFR Part 450.308) and governs the transportation planning activities of the Region. These planning activities include planning partners at the federal level of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and, at the state level, the Connecticut Department of Transportation (CTDOT).

It is noted that the FY 19 activities shown herein are subject to SCRCOG approval of the SCRCOG FY19 budget and may be adjusted after funding levels are confirmed.

Key Issues for the 2018 and 2019 Program Years

Responding to the Goals of FAST Act

The Federal transportation act, Fixing America's Surface Transportation (FAST), identifies ten (10) planning factors that Metropolitan Planning Organizations (MPOs), such as the South Central Regional Council of Governments (SCRCOG), must consider in their Unified Planning Work Programs (UPWP). These general planning goals are:

1. **Economic Vitality** – Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
2. **Safety** – Increase the safety of the transportation system for motorized and non-motorized users;
3. **Security** – Increase the security of the transportation system for motorized and non-motorized users;
4. **Environment** – Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;

5. **System Integration** – Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
6. **System Accessibility and Mobility** – Increase the accessibility and mobility for people and freight;
7. **System Management** – Promote efficient system management and operation;
8. **System Preservation** – Emphasize preservation of the existing transportation system;
9. **System Resiliency and Reliability** – Improve the resiliency and reliability while reducing or mitigating the stormwater impacts of surface transportation, and;
10. **Travel and Tourism** – Promote and enhance travel and tourism.

Responding to State and Federal guidelines, SCRCOG completed, in May 2015, an update of the Long Range Transportation Plan (LRTP). The LRTP incorporates all responses to outreach and establishes regional goals. During the period covered by this UPWP, an update of the LRTP must be accomplished and completed by May, 2019. Similarly, the update of the 2008 Regional Plan of Conservation and Development (POCD) will be completed by spring 2018. The SCRCOG POCD suggests strategies for future actions in the Region.

Safety of our transportation network is an important concern and a key consideration in the selection and prioritization of future projects. The Connecticut Strategic Highway Safety Plan provides a framework for increasing highway safety.

Mobility of the region's population is another key goal of any transportation solution. The proposed work program elements respond to the planning goals noted above.

The addition of travel and tourism as a planning goal allows SCRCOG to work with REX Development. REX currently provides travel and tourism promotion for the region. The current state budget has reduced tourism and travel promotion. Working with REX, SCRCOG can meet this planning goal.

SCRCOG's FY 2018 and FY 2019 UPWP addresses major regional transportation issues and opportunities through a combination of regional staff effort, consultant support and coordination with CTDOT and the related staff work at our member cities and towns.

This UPWP summarizes ongoing staff work, such as inter-agency coordination, analysis and utilization of the latest available census and demographic data, data monitoring, modeling and outreach, as well as special projects to be conducted during the coming fiscal year. The FY 2018 and FY 2019 UPWP utilizes and builds upon previous year activities.

For each of these tasks, the following sections of the UPWP identify objectives, and major activities for the FY 2018 and FY 2019 work program. Products, such as technical memoranda, final reports or other documentation are also noted, and the anticipated schedule for major work tasks is identified. Maintaining a balanced, multi-modal transportation program is a critical element in meeting State and Federal planning guidelines.

The FY 2018 and FY 2019 Unified Planning Work Program consists of five work tasks:

Task 1: Management of the Planning Process - Program Administration

Task 2: Data Collection/Analysis - Monitoring and Projections

Task 3: Planning Activities

Task 4: Other Technical Assistance

Task 5: Public Participation

Work Program Highlights - FY 2018

Program Element/Study	Description	Consultant Support
City of Meriden	East Main Street Study from I-91 to Paddock Avenue	\$65,000
City of New Haven Sign Inventory Program, Phase 2	Phase 2 to complete citywide inventory of road and street signs, providing software for management and recommendations for upgrades and regulatory compliance	\$150,000
City of New Haven State Street Signal Timing	Optimization Timing Study for Pedestrian and Vehicle Flow along State Street from Audubon Street to Ferry Street	\$90,000
Town of Branford–Branford Connector Corridor Study	Corridor Study of Branford Connector to improve safety, operational concerns, and geometric deficiencies while addressing circulation and pedestrian issues – completion of study in FY 18	\$45,000
Congestion Management Process	Additional data collection and implementation of CMP recommendations from previous study. Continued input to tie our CMP efforts with the Lower Connecticut River Valley COG as the two main areas of the New Haven TMA	\$60,000
New Haven Freight Study	Study to enhance the freight functions of the port and surrounding areas to maximize freight operations and improve facilities.	\$90,000

Regionwide Street Centerline Update	Utilize recent aerial flight data to improve and enhance street centerline information for all highways in the region.	\$50,000
*Regionwide GIS and data upgrade for asset management and planning purposes	Utilize recent flight data to enhance current GIS and asset management data and provide improved asset management tools for use by region and member municipalities as well as advanced planning data through planimetrics	\$500,000
*Travel and Tourism Enhancement	Utilize REX Development to further advance and promote travel and tourism in the region	\$35,000
Phase 2 Move New Haven Study	Assist Greater New Haven Transit District with partial funding for an origin-destination survey for all routes in the New Haven Division of CTTRANSIT. Funding would consist of \$100,000 federal transportation funds with match provided from non-federal and non-SCRCOG sources.	\$125,000
Total		\$1,210,000

* Expected to continue into FY19

*****Work Program Highlights - FY 2019**

Program Element/Study	Description	Consultant Support
City of New Haven Two-way Transit Study	Building on previous traffic two-way studies, study transit routing options made viable by changes to traffic flow directions on city streets	\$90,000
City of New Haven Transportation Demand Management	Study to plan and promote a Transportation Management Association with the City and major employers	\$42,000
City of Meriden Town of Wallingford Route 5 Corridor Study	Update and expansion of previous corridor study to provide operational improvements and meet community concerns.	\$160,000
City of New Haven Fountain Street Corridor Study	Corridor study to provide operational improvements and meet community concerns.	\$150,000

**Travel and Tourism Enhancement	Utilize REX Development to further advance and promote travel and tourism in the region	\$35,000
Total		\$477,000

** Continued from FY 18

*** Due to late enactment of state budget and related uncertainty over funding, timing for work was adjusted. Additional funding is therefore available for consultant-supported work in FY 19 within fiscal constraint. These adjustments fully program FY 18 and FY 19 allocations.

Task 1: Management of the Planning Process – Program Administration

Objectives

1. Schedule planning activities and allocate staff resources appropriately to conduct all identified UPWP work tasks in a timely and efficient manner.
2. Prepare and adopt a planning work program for the next fiscal period.
3. Ensure that expenditures are well documented and cost-effective.

Major 2018 and 2019 Activities

Mid-Year FY 2018 Work Program Review

Review and adjust the work program relative to emerging issues, opportunities and progress through the first six months.

Review of FY 2019 Work Program

Review and amend FY 2019 program in response to final funding levels and emerging requests from member municipalities. (February-May 2018)

Prepare FY20 and FY 21 UPWP

Preparation of FY20 and FY21 UPWP for adoption prior to start of FY 20. (February-May 2019)

Certification

Re-certification process was accomplished in FY 2017. Work with CTDOT, FHWA and FTA to document compliance with applicable federal standards and recertification requirements. For FY 2018 and FY 2019, annual self-certification will be approved by Council members (Mayors and First Selectmen) stating that the planning process is consistent with applicable federal regulations.

Products/Reports

- *Financial Control.* Maintain financial records and develop reports in accordance with USDOT and CTDOT regulations and guidance.
- *Quarterly Reports.* Develop quarterly narrative and financial status reports for funding agencies.
- *Annual Affirmative Action Plan.* Review and revise Affirmative Action Plan (February 2018 and February 2019).
- *Annual Audit.* Comprehensive audit of Council FY 2017 and FY 2018 revenue, expenditures and internal management practices (November 2017 and November 2018).

This task requires continuing activity throughout the years. Reporting milestones are noted above.

Task 2: Data Collection/Analysis – Monitoring and Projections

Objectives

1. Provide a database for regional transportation planning in close coordination with Connecticut Department of Transportation (CTDOT) data developed for statewide needs.
2. Maintain regional highway and transit databases as components of SCRCOG's regional travel demand model.
3. Coordinate data acquisition with CTDOT and member municipalities to ensure the utility and compatibility of data.

Major 2018 and 2019 Activities

Demand Modeling Database

Maintain the region's travel demand model. Integrate new CTDOT traffic counts obtained through consultant supported work. Continue network maintenance for additions and changes to the roadway and transit systems.

Traffic Data Collection Program

Continue major intersections counting program within the consultant supported project work to collect data at those intersections that are identified at the municipal level for evaluation of congestion and safety-related issues. As in the past, share the proposed counting program with municipalities and CTDOT's Office of Traffic Engineering and coordinate with other data collection programs at the state and local level.

Rail and Commuter Parking Lot Occupancy Survey

Monitor late-morning occupancy (maximum occupancy) at New Haven's Union Station, at the West Haven and Milford Railroad Stations and at the Branford, Guilford and Madison Shore Line East stations as well as lots adjacent to I-95 and I-91 on a quarterly basis and publish data on the SCRCOG website.

Congestion Monitoring

SCRCOG staff will work with municipal staff to identify target areas for operations and management strategies (O&M) including development and implementation of Intelligent Transportation System (ITS) strategies and technologies in the region, as well as Travel Demand Management (TDM). Consultant-supported work will include preparation of required reports. Staff will continue to cooperate with CTDOT on the six elements of the congestion management process (CMP): (1) Determining the CMP network in the Region, (2) defining congestion, identifying congested links, (3) developing strategies to address congested links, (4) implementing strategies: (5) short and (6) long term, and monitoring the network. Activities will focus on the recommendations from previous consultant supported studies and as per CTDOT guidance.

Safety Monitoring

Review safety data, goals, objectives and strategies to promote safety and solicit projects for participation in the CTDOT Local Accident Reduction Program. Work with CTDOT to further implementation of the Connecticut Strategic Highway Safety Plan.

Capital Expenditures Report

Assist CTDOT with the Local Highway Finance Report (form FHWA-536) on capital expenditures on local roads.

Products

- *Model Database Updates.*
- *Traffic Data Collection within consultant-supported work.*
- *Commuter Parking Lot Occupancy Data.*
- *Congestion Management Process review with CTDOT and recommendations.*

Schedule

Traffic Data Collection

Any counting will occur with FY 2018 and FY 2019 consultant-supported projects.

Rail and Commuter Parking Lot Occupancy Survey

Quarterly rail and commuter parking lot occupancy data collection. (September and December 2017; March and June 2018, September and December 2018; March and June 2019).

Congestion Monitoring

Activities will occur over the fiscal years as recommended by previous studies and as per CTDOT and FHWA guidance.

This task requires continuing activity throughout the years. Reporting milestones are noted above.

Task 3: Transportation Planning Activities

Objectives

1. Maintain a four-year Transportation Improvement Program reflecting current regional priorities, long-range regional objectives, and FAST Act transportation planning requirements. Adopt new TIP in accord with CTDOT timeframe. Accompany TIP actions with an air quality conformity statement, as appropriate, establishing relationships to the State Implementation Plan for Air Quality.
2. Facilitate public awareness of the adoption process for the TIP and STIP, and provide the opportunity for public comment on TIP-related actions at the SCRCOG level.
3. Develop transportation planning proposals and studies that are consistent with the goals identified in the Long Range Transportation Plan, FY2015-FY2018 and FY 2018-FY2021 TIPs and the Regional Plan of Conservation and Development (prepared during FY 2008), the updated Regional Plan of Conservation and Development to be adopted in Spring 2018, Connecticut's *Conservation and Development Policies Plan, 2013-2018* and any updates, state and local municipal economic development objectives and the region's economic development program.
4. Develop recommended capital and operational improvements to enhance the existing transportation system, including consideration for the development and implementation of Transportation Systems Management and Operations (TSMO) improvements, advancing the use of Intelligent Transportation Systems (ITS) strategies and technologies in the region, as well as Travel Demand Management measures.
5. Coordinate the Regional Plan of Conservation and Development with member municipalities.
6. Identify general direction for future SCRCOG work and offer member municipalities a range of options and experience gained from basic planning research.
7. Continue to work with the State of Connecticut Governor's Transit Oriented Development initiatives, the Connecticut Department of Transportation (CTDOT) and other state agencies to plan transit improvements and provide support for transit oriented development (TOD) and affordable housing in the vicinity of existing and proposed transit corridors.
8. Continue coordinated planning to promote safety, livable communities and environmental sustainability.
9. Continue to advance programs for the preservation of the existing transportation system, including actions which maintain the transportation system in a "state of good repair".
10. Continue to meet FAST Act requirements, with the inclusion of performance measures as they are finalized.

Major 2018 and 2019 Activities

Review of Land Use and Transportation Models

SCRCOG staff will work with municipal staff to assess impacts of projected land uses on transportation in the Region. Land use decisions will be analyzed to assess and promote consistency with Long Range Transportation Plan and the State, Regional, and local Plans of Conservation and Development. Identification of major growth corridors and review of major transportation improvements will help frame preferred growth patterns including transit-oriented development (TOD) and smart growth initiatives. Help advance initiatives that reduce dependence on single occupancy vehicles and improve the region's air quality. Technical assistance will be provided to the Region's municipalities as requested. Staff will work to support State efforts to fund transit improvements and TOD through CTDOT projects. These include the West Haven train station related TOD, Union Station proposed TOD, pilot program TOD in Meriden as authorized by statute and other potential TOD proposals throughout the Region. These efforts, in coordination with other tasks outlined herein, will move the region towards the goal of safe, livable communities, and work towards environmental sustainability.

Maintain FY2015-FY2018 TIP adopt FY2018-FY2021 TIP

Update as required the adopted four-year Transportation Improvement Program (TIP). The TIP is consistent with the region's Long Range Transportation Plan 2015-2040 and state-defined financial constraints. Adopt and maintain FY2018-FY2021 TIP in accord with CTDOT timeline.

Review and update Long Range Transportation Plan

Review as necessary the Region's Long Range Transportation Plan to insure consistency with regional and state goals. Update through coordination with CTDOT and various other entities in accord with guidance and federal requirements completing the update by the May, 2019 deadline.

Environmental Justice and Title VI

Utilize 2010 Census data and latest available American Community Survey data to identify changes to EJ areas and evaluate impacts of plans and programs on these areas. Continue outreach and activities to meet the requirements of Title VI.

Surface Transportation Program

Establish regional priorities with CTDOT to facilitate the annual statewide program development process. Maintain a multi-year program that balances priorities, costs, available funds and the progress of individual projects. Sustain a continuous interchange with municipalities advancing Surface Transportation Program and Local Transportation Capital Improvement Program (LOTICIP) projects on municipal roads per CTDOT guidelines. Continue Council monitoring of programmed work through monthly review. Continue programming consultation with regional planning organizations comprising the Bridgeport-Stamford and New Haven-Meriden urbanized areas.

Air Quality/ Environmental Planning

Work with CTDOT to give consideration to the impacts of climate change and air quality on the transportation decision making process. Work with CTDOT to make the necessary air conformity determinations based upon CTDOT modeling.

FTA Section 5310 Outreach to Private Non-Profit Organizations and Local Public Bodies

Share notice of an annual Section 5310 grant funding and help potential applicants advance proposals consistent with FTA and CTDOT guidelines (January 2018 and January 2019).

Local Transit Districts

Continue attendance at Greater New Haven Transit District meetings and, periodically, at meetings of the Meriden Transit District and the Milford Transit District. Meetings provide feedback for the areawide planning and programming process.

Local Accident Reduction Program

Prepare municipal local accident reduction program applications per annual state/regional outreach, emphasizing a state/federal pedestrian safety focus. Develop proposals with municipal staff, frame material for municipal review and advance proposals for Council review per longstanding practice (April 2018 and April 2019).

Congestion Mitigation/ Air Quality

As per CTDOT guidance, solicit proposals from the Region for ranking and forwarding to CTDOT for new congestion mitigation/air quality funding under the FAST Act.

Traffic Diversion Routes

Continue review of previous individual municipal plans completed by CTDOT and implemented by the Region as they are impacted by new construction and roadway modifications.

FY 2018 Consultant Supported Activity

Ten studies will be conducted by consultants engaged by the Region. All consultant work will be undertaken in a manner consistent with the National Environmental Policy Act (NEPA). Any studies undertaken by the Region that impact state transportation systems or highways will identify the role and/or assistance expected from CTDOT, including resources and outcome. It is the goal of the Region to accomplish these studies within FY18 unless noted otherwise.

City of Meriden East Main Street – Study to evaluate access options, safety improvements and configuration options and costs to improve safety and operations.

City of New Haven Sign Inventory Phase 2 – Program to complete citywide inventory of road and street signs, providing software for management and recommendations for upgrades and regulatory compliance.

City of New Haven, State Street Signal Timing Study – Optimization Timing Study for Pedestrian and Vehicle Flow along State Street from Audubon Street to Ferry Street

Town of Branford Branford Connector Corridor Study - Corridor Study of Branford Connector to improve safety, operational concerns, and geometric deficiencies while addressing circulation and pedestrian issues - completion of study in FY18.

Congestion Management Process – Additional data collection and implementation of CMP recommendations from previous studies. Continued input to tie our CMP efforts with Lower Conn River Valley COG as the two main areas of the New Haven TMA.

City of New Haven Freight Study - Study to enhance the freight functions of the port and surrounding areas to maximize freight operations and improve facilities.

GIS Centerline Update - Utilize recent aerial flight data to improve and enhance street centerline information for all highways in the region.

*Regionwide GIS and data upgrade for asset management and planning purposes** - Utilize recent flight data to enhance current GIS and asset management data and provide improved asset management tools for use by region and member municipalities as well as advanced planning data through planimetrics.

*Travel and Tourism Enhancement** - Utilize REX Development to further advance and promote travel and tourism in the region.

Phase 2 Move New Haven Study – Assist Greater New Haven Transit District with partial funding for an origin-destination survey for all routes in the New Haven Division of CTTRANSIT. Funding would consist of \$100,000 federal transportation funds with match provided from non-federal and non-SCRCOG sources.

*This project to be continued into FY19.

FY 2019 Consultant Supported Activity

Five studies will be conducted by consultants engaged by the Region. All consultant work will be undertaken in a manner consistent with the National Environmental Policy Act (NEPA). Any studies undertaken by the Region that impact state transportation systems or highways will identify the role and/or assistance expected from CTDOT, including resources and outcome. It is the goal of the Region to accomplish these studies within FY19 unless noted otherwise.

City of New Haven Two Way Transit Study - Building on previous traffic two way studies, study transit routing options made viable by changes to traffic flow directions on city streets

City of New Haven Transportation Demand Management - Study to plan and promote a Transportation Management Association with the City and major employers.

City of Meriden, Town of Wallingford Route 5 Corridor Study - Update and expansion of previous corridor study to provide operational improvements and meet community concerns.

City of New Haven Fountain Street Corridor Study - Study to provide operational improvements and meet community concerns.

*Travel and Tourism Enhancement*** - Utilize REX Development to further advance and promote travel and tourism in the region.

** This project continued from FY18.

Other Planning Activities

Locally Coordinated Public Transit Human Services Transportation Plan (LOCHSTP)

This requirement is the planning element under which SCRCOG will continue to coordinate transit services to provide for the basic mobility needs of the Region's elderly and disabled under the Section 5310 program, Enhanced Mobility for Seniors and Persons with Disabilities. In 2014, the Region established a Mobility Management Program and engaged a Mobility Ombudsman to facilitate outreach to potential users, service providers and municipalities to identify service gaps and needs. During FY 2018 and FY 2019, staff will continue outreach to service providers and CTDOT and work with them to implement service priorities.

Municipal Assistance

SCRCOG will assist its member municipalities in ongoing programs such as STP-Urban, CMAQ, TAP, LOTCIP, and other appropriate programs. The assistance shall include information dissemination, assistance in application preparation, screening and prioritization as necessary.

Transit Planning

Most day-to-day operational planning for the transit systems in the South Central region is done at the individual agency level (i.e. by Greater New Haven Transit District, CTTransit, Milford Transit District and Meriden Transit District). SCRCOG staff play a role in coordinating programs among these operators, assessing demographic and land use policies that will impact the viability of transit services, and identifying new opportunities for transit service outside the existing route network and service areas. Staff attends transit meetings in the region. Recommendations of the FY 2008 Regional Transit Implementation Project will be pursued. Initiatives that increase transit usage and reduce the usage of single occupancy vehicles and contribute to improving air quality in the region will be prioritized. It is anticipated that the recommendations of the currently underway *Move New Haven Study* will be utilized to form additional future initiatives.

Freight Planning

Planning for more efficient truck freight movement and reducing the impacts of existing truck trips on adjacent residential areas has been a key element of previous UPWP studies. SCRCOG staff will continue to monitor freight movement trends in the region and identify opportunities

for improved movements and efficiencies which will also reduce the impacts of all modes of goods movement on the air quality in the region.

Staff will work with CTDOT on the state freight plan and assist the Department identifying bottlenecks, needed improvements and estimated costs to improve freight movement into and through the region, the state, and surrounding states.

Staff will work with CTDOT to maintain the list of freight stakeholders and operators in the region, as well as GIS data on freight-related land uses and stakeholders and major generators. As known, staff will maintain a multi-modal list of freight movement constraints. Staff will also work with CTDOT on the difficult issue of providing sufficient truck parking opportunities. As appropriate, outreach to freight stakeholders will be made under the Public Participation Guidelines.

Other freight-related staff activities will focus on evaluation of intermodal issues relating to the Port of New Haven and potential expanded utilization, assisting, as appropriate, the City of New Haven and the Port Authority of New Haven with their evaluation of site and development alternatives for the proposed intermodal terminals at the Port. Staff will continue to work with municipalities and the State to maximize future intermodal opportunities as they develop throughout the Region.

Improvements to track connections in the vicinity of the Port of New Haven completed with the cooperation of the property owners allow direct connection between the port area and the mainline rail network. This connection substantially enhances the economics of intermodal freight shipment and will provide strong economic development benefits to the region.

The runway safety improvements at Tweed New Haven Airport allow for improved freight utilization at the Airport. SCRCOG staff will work with the Airport Authority, Town of East Haven and City of New Haven to evaluate potential increased freight operations to reduce congestion on the region's interstates and provide timely delivery of goods and food products to the region.

Operations and Management Strategies

SCRCOG staff will continue to review State ITS Architecture refinements, and will ensure coordination with regional and local plans. Many of the study efforts outlined above are focused on alleviating traffic congestion and thereby improving air quality through enhanced operation and utilization of existing transportation highway and transit system assets.

Safety Activities

SCRCOG staff will continue to work with CTDOT, member municipalities and other regional entities to advance safety programs and activities in the region. SCRCOG will participate in the implementation of CTDOT's Strategic Highway Safety Plan and incorporate its recommendations into regional plans and activities. SCRCOG has agreed to partner with CTDOT as an urban model in the development of a regional transportation safety plan.

Climate Change and Resiliency

Work in cooperation with CTDOT and other state and local agencies to improve transportation system resiliency in the face of climate change, sea level rise and severe storms. Support CTDOT's climate change and resiliency planning efforts. SCRCOG's other climate change, coastal resilience, and hazard mitigation efforts in conjunction with additional partners will further regional planning efforts and identify potential opportunities for improving transportation resiliency.

Transition to Performance Based Planning and Programming

As federal and state standards required under FAST Act are finalized and adopted, SCRCOG staff will work to develop and implement a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

Models of Regional Planning

SCRCOG coordinates with Lower Connecticut River Valley Council of Governments, the other major planning region sharing our urban area. In addition, our participation in the Connecticut Association of Councils of Governments (CTCOG), as well as numerous staff contacts, keeps us in contact and cooperation with not only the other neighboring Councils, but the entire state regional planning community. We will continue to build upon this strong base of cooperation and collaboration.

Ladders of Opportunity

SCRCOG staff continue to look for means to identify and address transportation connectivity issues. Our previous Transit Study, our commencement of a Mobility Manager Service for elderly and persons with disabilities, and our Jobs Access Study, produced in cooperation with the local NAACP chapter and the Workforce Alliance, among other partners, are examples of the region's commitment to identifying and working to address transportation connectivity issues. These efforts will continue during FY2018 and FY2019.

Products

- *FY2015-2018 TIP*. Maintain the four-year Transportation Improvement Program and adopt amendments as appropriate throughout the fiscal year.
- *Adopt FY2018-FY2021 TIP*
- *Review and update of Long Range Transportation Plan* – Spring 2019
- *Local Accident Reduction Program*. Prepare applications for CTDOT review in association with interested municipalities (April 2018 and April 2019).
- *FTA Section 5310 Program Priorities*. Review and approval of grants, in conjunction with CTDOT (April 2018 and April 2019).
- *New regional transportation safety plan* (Under CTDOT timing).

This task requires continuing activity throughout the years. Reporting milestones are noted above.

Task 4: Other Technical Assistance

Objective

1. Coordination with Division of Emergency Management and Homeland Security (DEMHS) on emergency response planning and transportation security.
2. Provide technical assistance and coordination with Safe Routes to School (SRTS) program participants and CTDOT concerning applications for funding.
3. Provide assistance to new transit station development in the Region, including transit oriented development (TOD) for New Haven, West Haven, North Haven, Branford, Madison, Guilford, Orange, Wallingford, Meriden, and Milford.
4. Work with REX Development to ensure continued regional economic vitality.

Major 2018 and 2019 Activities

Coordination with DEMHS

Continue attendance by staff at DEMHS regional meetings to work with DEHMS and municipal staff on emergency response planning and implementation. Review of DEMHS communications and plans to insure integration with other regional initiatives.

Security of the Transportation System

Work with DEMHS Region 2 Regional Emergency Preparedness Team Steering Committee to review and offer recommendations on security. The Transportation Regional Emergency Support Function provides an annual SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis to help improve regional transportation function and security.

Safe Routes to Schools

Work with interested schools and CTDOT to provide coordination and technical assistance in the preparation of SRTS Master Plans and application for infrastructure grants through the program.

Transit Stations and TOD

Work with interested municipalities, CTDOT, local legislators and residents to help promote transit and TOD opportunities to increase mobility, improve transportation options, promote economic vitality, and encourage the linking of transportation and land use decisions.

REX Development

Promote regional economic vitality through representation on the REX Board. Chief Elected Officials serve on the REX Board, which identifies regional economic opportunities. Continued Board membership and participation, with periodic reports to the Council, will help promote economic vitality and opportunities. REX serves as the regional coordinator of brownfields funds, utilizing these opportunities to encourage adaptive reuse of brownfields sites to contribute to the improved economic environment of the region.

This task requires continuing activity throughout the years.

Task 5: Public Participation

Objectives

1. Facilitate a timely flow of information to interested individuals and organizations through media outreach and our agency website.
2. Provide a focus for public input relative to the region's Transportation Plan, Transportation Improvement Program and other key products by elected officials, any interested citizens, and specifically by minority, low-income and non-English speaking communities.
3. Solicit public interest for each of our regional planning and transportation studies and for the SCRCOG decision-making process in general. Ensure that outreach, review and project definition respond to USDOT/CTDOT Environmental Justice requirements contained in the FAST federal transportation act and federal planning regulations, utilizing latest available census and demographic data.
4. Share technical material with professionals, elected officials and the public at appropriate times as major study efforts progress.

Major 2018 and 2019 Activities

The Council of Governments will continue its commitment to public outreach through a wide range of outlets:

Annual Report

SCRCOG's annual report will be made available at the conclusion of each fiscal year.

Media Coverage

The Transportation Committee agenda notification process includes over thirty area media organizations. Meeting notices for Transportation Committee/Council actions and SCRCOG publications will be regularly shared with a wide range of print and broadcast media including the *New Haven Register*, the *Connecticut Post*, the *Meriden Record-Journal*, *Northeast Minority News*, *La Voz Hispana* and other local (non-daily) newspapers in the region, and radio and television news departments.

Transportation Committee and Technical Transportation Committee

The Region's Transportation Committee (chief elected officials) and Transportation Technical Committee (municipal staff), meeting together monthly, will continue to interact with CTDOT personnel, federal staff and other interested parties. The committees advance programming and planning proposals to the Council as a whole. Over 100 organizations and individuals, including advocacy organizations, environmental groups, social services organizations, and transit operators, will be notified of committee meetings by email. Notice of meetings is also provided on the SCRCOG website. Council-adopted *Public Participation Guidelines* clearly identify the

Council's commitment to broad, ongoing participation, and highlight the avenues for public input in the transportation planning process.

Public Meetings

- Quarterly Greater New Haven Transit District meetings and periodic attendance at meetings of the Milford and Meriden transit districts to facilitate planning and programming activities.
- REX Development, the region's non-profit economic development organization, was established jointly by SCRCOG and the private sector. Chief Elected Officials serve on the REX Board.
- Regional Alliance work sessions. The fourteen-year-old Alliance brings a broad array of regionally oriented organizations together to share experience, initiatives and ideas in the educational, social service, economic development, land use and transportation fields.
- Regional Chambers of Commerce – Municipal Economic Development Directors from the region meet with SCRCOG staff periodically to address business-related transportation issues.

Council of Governments Meetings

Monthly Council meetings (chief elected officials) provide opportunities to review the status of major planning and programming efforts, gain further guidance from chief elected officials and take formal Council TIP actions.

SCRCOG Web Site

The agency website provides ready access to Council meeting agendas, reports and memos including *Public Participation Guidelines*, the UPWP, the TIP and proposed TIP amendments, and *South Central Regional Long Range Transportation Plan 2015-2040*. Links to CTDOT, municipalities, data sources and transit/transportation sites are also included on the website.

Public Participation Guidelines

SCRCOG *Public Participation Guidelines* outline broad public involvement. Ongoing public participation confirms their effectiveness.

Evaluation of Effectiveness

Evaluation of the effectiveness of the Region's public outreach is an ongoing process. Staff continually reviews the attendance at SCRCOG and Transportation Committee meetings, as well as at public meetings held as part of consultant supported work. This review indicates that the outreach is working and involving the community and interested parties. Hits on the SCRCOG website indicate a high level of interest in our activities. Staff attendance at public meetings of regional and state organizations and civic groups, and reports back to our members, provide involvement in the region and important communication both within and beyond the Region.

This high level of involvement and communication is indicative of the Region's ongoing commitment to effective public outreach.

Efforts will focus on enhanced public awareness and understanding the region's transportation needs. In FY 2018 and FY 2019, public outreach will continue to emphasize the implementation of the Regional Long Range Transportation Plan and the Regional Plan of Conservation and Development, working toward solutions involving policies such as smart growth, non-vehicular transportation, and context-sensitive design solutions. Chief elected officials and SCRCOG staff will continue to participate in the organizations as noted above.

Public outreach will include opportunities for public input on the FY2018 and FY 2019 Consultant supported activity and CTDOT transit improvements.

This task requires continuing activity throughout the years. Reporting milestones are noted above.

Appendix A

Unified Planning Work Program**Financial Tables – Fiscal Years 18 and 19***

***July 2018 Amendment adjusts FY 19 Consultant-supported work in Table 13. This additional work is accomplished due to late action on state budget in FY 18 and necessary adjustments. The additional consultant-supported work will fully program available allocations for FY 18 and FY 19 and will meet fiscal constraint. No other tables have been adjusted.**

Table 1

Fiscal Year 2018 - Anticipated Revenues

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Federal Highway Administration</i>	749,329	71,186	116,146	936,661
<i>FY 2015 Carryover</i>	486,026	0	121,506	607,532
<i>Federal Transit Administration*</i>	293,450	27,878	45,485	366,813
Total	1,528,805	99,064	283,137	1,911,006

*\$25,000 in local match provided by MOVE New Haven Funding Partners

Table 2

Fiscal Year 2018 - Planning Costs by Task

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Management of the Planning Process</i>	46,242	5,780	5,780	57,802
<i>Transportation Planning Activities</i>	313,508	39,189	39,189	391,886
<i>Data Collection / Analysis</i>	19,026	2,378	2,378	23,782
<i>Planning Projects</i>	1,124,191	140,524	140,524	1,405,239
<i>Public Participation</i>	25,838	3,230	3,230	32,298
Total	1,528,805	191,101	191,101	1,911,006

Table 3

Fiscal Year 2018 - Direct Salaries by Task - Hours & Cost (Hourly Rate) ¹

	<i>Personnel Costs by Task</i>									
	<i>Ex. Dir.</i>		<i>Trans. Dir.</i>		<i>Planners</i>		<i>Field</i>		<i>Total</i>	
	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>
<i>Management of the Planning Process</i>	215	14,122	100	5,264	100	4,653	0	0	415	24,039
<i>Transportation Planning Activities</i>	427	28,046	189	9,952	3,935	122,422	0	0	4,551	160,420
<i>Data Collection / Analysis</i>	0	0	0	0	230	9,059	50	600	280	9,659
<i>Planning Projects</i>	100	6,568	650	34,225	1,042	39,938	0	0	1,792	80,731
<i>Public Participation</i>	55	3,612	100	5,265	100	3,695	0	0	255	12,572
Total	797	52,348	1,039	54,707	5,407	179,766	50	600	7,293	287,421

¹ See Table 15 for FY 2018 maximum hourly rates

Table 4

Fiscal Year 2018 - Total Labor by Task - Salaries & Overhead Applied ¹

	Labor Costs by Task				
	Ex. Dir.	Trans. Dir.	Planners	Field	Total
Management of the Planning Process	33,749	12,581	11,121	0	57,452
Transportation Planning Activities	67,027	23,783	292,577	0	383,387
Data Collection / Analysis	0	0	21,649	1,434	23,083
Planning Projects	15,697	81,795	95,447	0	192,939
Public Participation	8,633	12,584	8,830	0	30,047
Total	125,107	130,743	429,624	1,434	686,908

1. Audited overhead rate @ 1.3899

Table 5

Fiscal Year 2018 - Direct Expenditures by Task

	Direct Expenditures by Task					
	Print & Repro	Travel	Data Proc	Consult	Misc ¹	Capital
Management of the Planning Process	0	100	0	0	250	0
Transportation Planning Activities	1,000	3,700	1,300	0	2,498	0
Data Collection / Analysis	300	200	200	0	0	0
Planning Projects	200	200	0	1,085,000	1,900	0
Public Participation	300	150	0	0	1,800	0
Total	1,800	4,350	1,500	1,085,000	6,448	0

1. Miscellaneous expenses include technical training & support, technical publications, and advertising expenses.

Table 6

Fiscal Year 2018 - Planning Projects with Consultant Assistance

	Cost
Meriden - East Main Street Study	65,000
New Haven - Sign Inventory, Phase 2	150,000
New Haven - State Street	90,000
Branford Connector	45,000
Congestion Management	60,000
New Haven Freight	90,000
GIS Centerline	50,000
Planimetrics*	500,000
Travel and Tourism Enhancement*	35,000
Origin-Destination Study for MOVE New Haven**	125,000
Total	1,210,000

*project expected to continue into FY 2019

**\$100,000 federal share only; \$25,000 local match to be provided by MOVE New Haven Funding Partners

Table 7

Fiscal Year 2018 - Total UPWP Program Cost

	Cost
SCRCOG Salaries	287,421
Overhead - Indirect Applied (1.3899)	399,487
Print & Reproductions	1,800
Travel	4,350
Data Processing	1,500
Consultants	1,210,000
Meeting, Advertising & Miscellaneous	6,448
Capital	0
Total	1,911,006

Table 8
Fiscal Year 2019 - Anticipated Revenues

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Federal Highway Administration</i>	749,329	71,186	116,146	936,661
<i>Federal Transit Administration</i>	93,450	8,878	14,485	116,813
Total	842,779	80,064	130,631	1,053,474

Table 9
Fiscal Year 2019 - Planning Costs by Task

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Management of the Planning Process</i>	50,877	6,360	6,360	63,597
<i>Transportation Planning Activities</i>	345,894	43,237	43,237	432,368
<i>Data Collection / Analysis</i>	20,962	2,620	2,620	26,202
<i>Planning Projects</i>	396,645	49,581	49,581	495,807
<i>Public Participation</i>	28,400	3,550	3,550	35,500
Total	842,778	105,347	105,347	1,053,474

Table 10
Fiscal Year 2019 - Direct Salaries by Task - Hours & Cost (Hourly Rate) ¹

	<i>Personnel Costs by Task</i>									
	<i>Ex. Dir.</i>		<i>Trans. Dir.</i>		<i>Planners</i>		<i>Field</i>		<i>Total</i>	
	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>
<i>Management of the Planning Process</i>	223	15,438	105	5,827	105	5,149	0	0	433	26,415
<i>Transportation Planning Activities</i>	444	30,738	198	10,989	4,129	135,346	0	0	4,771	177,073
<i>Data Collection / Analysis</i>	0	0	0	0	241	10,001	52	655	293	10,656
<i>Planning Projects</i>	104	7,200	682	37,851	1,094	44,196	0	0	1,880	89,247
<i>Public Participation</i>	57	3,946	105	5,827	104	4,050	0	0	266	13,824
Total	828	57,323	1,090	60,494	5,673	198,742	52	655	7,643	317,214

¹ See Table 16 for FY 2019 maximum hourly rates

Table 11

Fiscal Year 2019 - Total Labor by Task - Salaries & Overhead Applied ¹

	Labor Costs by Task				
	Ex. Dir.	Trans. Dir.	Planners	Field	Total
Management of the Planning Process	36,896	13,927	12,306	0	63,129
Transportation Planning Activities	73,462	26,262	323,462	0	423,186
Data Collection / Analysis	0	0	23,901	1,566	25,467
Planning Projects	17,207	90,459	105,625	0	213,291
Public Participation	9,431	13,927	9,679	0	33,037
Total	136,996	144,575	474,973	1,566	758,111

1. Estimated overhead rate @ 1.3899

Table 12

Fiscal Year 2019 - Direct Expenditures by Task

	Direct Expenditures by Task					
	Print & Repro	Travel	Data Proc	Consult	Misc ¹	Capital
Management of the Planning Process	0	105	0	0	363	0
Transportation Planning Activities	1,152	3,885	1,430	0	2,714	0
Data Collection / Analysis	315	210	210	0	0	0
Planning Projects	210	210	0	405,000	2,095	0
Public Participation	315	158	0	0	1,990	0
Total	1,992	4,568	1,640	405,000	7,161	0

1. Miscellaneous expenses include technical training & support, technical publications, and advertising expenses.

Table 13

Fiscal Year 2019 - Planning Projects with Consultant Assistance

	Cost
New Haven - Two Way Transit Study	90,000
New Haven - Transportation Demand	42,000
Meriden, Wallingford - Route 5 Corridor Study	160,000
New Haven - Fountain Street Corridor Study	150,000
Travel and Tourism Enhancement**	35,000
Total	477,000

**project to be continued from FY18

Table 14

Fiscal Year 2019 - Total UPWP Program Cost

	Cost
SCRCOG Salaries	317,214
Overhead - Indirect Applied (1.3899)	440,899
Print & Reproductions	1,992
Travel	4,568
Data Processing	1,640
Consultants	280,000
Miscellaneous	7,161
Capital	0
Total	1,053,474

Table 15
Fiscal Year 2018 - Job Titles and Maximum Hourly Rates

<i>Job Title</i>	<i>Maximum Hourly Rate</i>
<i>Executive Director</i>	\$ 70.00
<i>Transportation Director</i>	\$ 60.00
<i>Planners</i>	\$ 50.00
<i>Field Personnel</i>	\$ 12.00

Table 16
Fiscal Year 2019 - Job Titles and Maximum Hourly Rates

<i>Job Title</i>	<i>Maximum Hourly Rate</i>
<i>Executive Director</i>	\$ 75.00
<i>Transportation Director</i>	\$ 60.00
<i>Planners</i>	\$ 55.00
<i>Field Personnel</i>	\$ 15.00

Appendix B

Statement of Cooperative MPO/State/Transit Operators Planning Roles & Responsibilities

Purpose

The purpose of this statement is to outline the roles and responsibilities of the State, the South Central Regional Council of Governments (SCRCOG) and appropriate providers of public transportation as required by 23 CFR Sec. 450.314(a), (h) "Metropolitan Planning Agreements".

General Roles & Responsibilities

SCRCOG will perform the transportation planning process for their region and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance. The transportation process will, at a minimum, consist of:

1. Preparation of a two-year Unified Planning Work Program that lists and describes all transportation planning studies and tasks to be completed during this two-year period.
2. Preparation and update of a long range, multi-modal metropolitan transportation plan.
3. Preparation and maintenance of a short-range transportation improvement program (TIP).
4. Financial planning to ensure plan and program are financially constrained and within anticipated funding levels.
5. Conduct planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
6. Public outreach, including survey of affected populations, electronic dissemination of reports and information (website), and consideration of public comments.
7. Ensuring the transportation planning process evaluates the benefits and burdens of transportation projects and/or investments to ensure significant or disproportionate impacts on low income and minority populations are avoided and/or mitigated. This will be accomplished using traditional and non-traditional outreach to Title VI populations, including outreach to LEP populations.
8. Development and implementation of a Congestion Management Process as appropriate.
9. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

Long Range Metropolitan Transportation Plan

1. SCRCOG will be responsible for preparing and developing the long range (20-25 years) metropolitan transportation plans for their respective region.
2. SCRCOG may develop a consolidated transportation plan summary report for the planning region that includes the key issues facing the area and priority programs and projects.
3. CTDOT will provide the following information and data in support of developing the transportation plan:
 - a. Financial information - estimate of anticipated federal funds over the 20-25 year time frame of the plan for the highway and transit programs.
 - b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode. *(CTDOT will provide this only if requested since SCRCOG may maintain their own travel forecast model.)*
 - c. Traffic count data for state roads in the SCRCOG region, and transit statistics as available.

- d. List of projects of statewide significance by mode, with descriptions, so that they can be incorporated into the long range metropolitan transportation plans.
 - e. Assess air quality impacts and conduct the regional emissions assessment of the plan. Will provide the results of the assessment in a timely manner to allow inclusion in the plan and to be made available to the public at public information meetings. (Refer to air quality tasks.)
4. SCRCOG may conduct transportation modeling for the area.
 5. SCRCOG will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan, and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, they will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

Transportation Improvement Program (TIP)

1. The selection of projects in the TIP and the development of the TIP will occur through a consultative process between CTDOT, SCRCOG, and the appropriate provider(s) of public transportation.
2. CTDOT will send a draft proposed 5-year Capital Plan to SCRCOG for review and comment. The draft list will reflect input that CTDOT received from SCRCOG during the consultation process on the previous year's plan.
3. CTDOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and the 5- year Capital Plan.
4. CTDOT will consult with and solicit comments from SCRCOG and transit providers on the TIP and incorporate where practicable.
5. CTDOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to allow SCRCOG to explain the projects to the policy board and the general public.
6. CTDOT will provide a list of projects obligated during each of the federal fiscal years covered by the expiring TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
7. SCRCOG will compile the TIP for the Region, including preparing a narrative. Projects will be categorized by federal aid program and listed in summary tables. The TIP will be converted into a format that will allow it to be downloaded to the Region's website. SCRCOG will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the TIP/STIP Administrative Action/Amendment/Notification process.

8. CTDOT will develop the STIP based on the MPOs' TIPs and projects located in the rural regions of the State.
9. CTDOT will include one STIP entry each for the Bridge program and the Highway Safety Improvement program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Bridge Report and the Safety Report monthly. The one line entry will reduce the number of entries needed in the STIP. Any projects listed in the Bridge and or Safety Report that are over \$5m and on the NHS, will be transferred directly into the STIP as its own entry per the TIP/STIP Administrative Action/Amendment/Notification process.
10. CTDOT will provide proposed amendments to SCRCOG for consideration. The amendment will include a project description that provides sufficient detail to allow SCRCOG to explain the proposed changes to the SCRCOG board and project management contact information. It will also provide a clear reason and justification for the amendment. If it involves a new project, CTDOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.
11. When an amendment to the TIP/STIP is being proposed by SCRCOG, the project sponsor will consult with CTDOT to obtain concurrence with the proposed amendment, to obtain Air Quality review and consistency with Air Quality Conformity regulations and ensure financial consistency.
12. CTDOT will provide a financial assessment of the STIP with each update. SCRCOG should prepare a TIP summary table listing all projects by funding program sorted by year based on CTDOT's financial assessment.

Air Quality Planning

1. CTDOT and SCRCOG should meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.
2. CTDOT will conduct the regional emissions analysis, which includes the SCRCOG area and provide the results to SCRCOG. The regional emissions analyses for the build or future years will include the proposed transportation improvements included in the regional long-range metropolitan transportation plans and TIP.
3. SCRCOG will prepare a summary report of the conformity process and regional emissions analysis for the Region. It will contain a table showing the estimated emissions from the transportation system for each criteria pollutant and analysis year.
4. The summary report on the regional emissions analyses will be inserted into the long-range transportation plan and TIP.
5. SCRCOG will make the regional emissions analysis available to the public.

Public Participation Program

1. SCRCOG will annually review and evaluate their public participation program.
2. SCRCOG will update and prepare a list of neighborhood and local organizations and groups that will receive notices of MPO plans, programs and projects.
3. SCRCOG will work to ensure that low-income, minority and transit dependent individuals are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden, SCRCOG will comply with federal legislation on these issues.
4. SCRCOG's process for developing plans, projects, and programs will include consultation with state and local agencies responsible for land use and growth management, natural resources, environmental protection, conservation and historic preservation.
5. SCRCOG will maintain their website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries, converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

Public Transportation Planning

1. SCRCOG will allow for, to the extent feasible, the participation of transit providers at all transportation committee and policy board meetings to provide advice, information and consultation on transportation programs within the planning region.
2. SCRCOG will provide the opportunity for the transit provider(s) to review and comment on planning products relating to transit issues within the region.
3. SCRCOG will allow for transit provider(s) to participate in UPWP, long-range plan, and TIP development to ensure the consideration of any appropriate comments.
4. SCRCOG and CTDOT will assist the transit provider(s), to the extent feasible, with planning for transit-related activities.

Fiscal/Financial Planning

1. CTDOT will provide SCRCOG with up-to-date fiscal and financial information on the statewide and regional transportation improvement programs to the extent practicable. This will include:
 - a. Anticipated federal funding resources by federal aid category and state funding resources for the upcoming federal fiscal year, as shown in the TIP financial chart.

- b. Will hold annual meetings to discuss authorized funds for the STP-Urban and LOTCIP accounts.
 - c. Annual authorized/programmed funds for the FTA Section 5307 Program as contained in the STIP and the annual UZA split agreements.
 - d. Monthly updates of STP-Urban Program showing current estimated cost & scheduled obligation dates.
2. CTDOT will notify SCRCOG when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP Administrative Action/Amendment/Notification process.
3. SCRCOG will prepare summary tables and charts that display financial information for presentation to the policy board.

Congestion Management Process (CMP) Program

1. SCRCOG, if located in a TMA, will conduct a highway performance monitoring program that includes the gathering of available traffic counts and travel time information and determination of travel speeds and delay.
2. SCRCOG will conduct congestion strategies studies for critical corridors and identify possible improvements to reduce congestion and delay.
3. SCRCOG will work with CTDOT on programming possible congestion-reducing projects.
4. SCRCOG will, upon implementation of a congestion reduction improvement, assess post-improvement operations and determine level of congestion relief.

Intelligent Transportation Systems (ITS) Program

1. CTDOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for SCRCOG.
2. SCRCOG will maintain and update the Regional ITS Architecture for SCRCOG, where appropriate.

Performance Based Planning and Programming

(I) Collection of Performance Data

1. All data collected for performance measure goals will be collected by CTDOT and will meet the MAP21/FAST ACT provisions and requirements.

2. All data collected for goals for Federal Transit Administration's (FTA's) State of Good Repair performance measures will include data provided by the Transit Districts through CTDOT, in accordance with the Transit Asset Management Rule.
3. CTDOT will make the compiled data collected for each performance measure available on the CTDOT MAP21 website.
4. CTDOT will develop a Measures and Deliverables tracking spreadsheet outlining each Performance Measure, the deliverables required, the submittal dates and CTDOT contact and provide to SCRCOG.

(II) Selection of Performance Targets

CTDOT will draft statewide performance targets for each of the FAST Act performance measures and coordinate with the MPOs and Transit Representatives, as required by 23 CFR Parts 450 and 771, as well as 49 CFR Part 613 as outlined below:

1. CTDOT will discuss performance measures at each of the regularly scheduled monthly meetings (via teleconference or in person meeting).
2. CTDOT will present data collected for each performance measure and collaborate with SCRCOG and Transit Representatives on assumptions.
3. CTDOT will provide SCRCOG and Transit Representative with 30 days to provide feedback on the data received and the assumptions provided.
4. The feedback received will be discussed at the next scheduled monthly meeting.
5. CTDOT will set targets for each performance measure based on feedback received.

(II) Reporting of Performance Targets

1. CTDOT will notify SCRCOG and Transit Representatives by email when final statewide targets are established.
2. CTDOT will send the targets that have been set, the backup information and a PowerPoint presentation to SCRCOG for their use in educating the MPO Policy Board. CTDOT will provide region level data summaries, if available.
3. SCRCOG has 180 days after CTDOT establishes their targets to establish their own targets or endorse the State's targets and agree to plan and program projects so that they contribute toward the accomplishment of the performance targets.
4. If SCRCOG is establishing their own targets, SCRCOG will report those targets to CTDOT by email no later than the 180 day timeframe.

5. SCRCOG will share this information with the Policy Board and will require Policy Board resolution to support the targets set by CTDOT or endorse their own targets.
6. SCRCOG will forward the Policy Board resolution to the Performance Measures Unit at CTDOT before the 180 day limitation for FHWA performance measures.
7. For FTA performance measures, it is noted that SCRCOG provided a resolution of support for the initial transit State of Good Repair (SGR) performance targets on July 1, 2017. Thereafter, in accordance with FTA, transit providers will continue to share their targets annually with SCRCOG. However, SCRCOG targets are not required to be updated annually, only revisited whenever SCRCOG updates their MTP and/or TIP on or after October 1, 2018.
8. SCRCOG set initial SGR targets as required by FTA on 7/1/17. Thereafter, SCRCOG needs to set SGR targets for the first time when the TIP or MTP is amended or updated on or after October 1, 2018. Following this date, targets should be updated upon the development of future TIPs and MTPs.

(IV) Reporting of progress toward achieving goal

1. CTDOT will document progress towards achieving statewide performance targets and report that information to SCRCOG and transit representatives in the Long Range Transportation Plan, the Statewide Transportation Improvement Program, the CTDOT TAM Plans and the FTA Annual report by email after the required reports are issued to Federal Agencies.
2. CTDOT will share the TAM Plans with SCRCOG in a timely manner, and the MPOs will incorporate them into their planning process.
3. SCRCOG will document progress towards achieving performance targets and report that information to CTDOT in the Metropolitan Transportation Plan and the Transportation Improvement Plan as outlined in the Measures and Deliverables tracking spreadsheet via email. CTDOT will collect this information and file until requested from FHWA.

(V) The collection of data for the State asset management plan for the NHS

1. CTDOT will collect all asset management data required for all NHS routes, regardless of ownership.

23 Performance Measures

Highway Safety	Number of Fatalities - 5-Year Rolling Average
Highway Safety	Rate of Fatalities per 100 million VMT - 5-Year Rolling Average
Highway Safety	Number of Serious Injuries - 5-Year Rolling Average
Highway Safety	Rate of Serious Injuries per 100 million VMT - 5-Year Rolling Average

Highway Safety	Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries - 5-Year Rolling Average
Bridges & Pavements	Percentage of Pavements of the Interstate System in Good Condition
Bridges & Pavements	Percentage of Pavements of the Interstate System in in Poor Condition
Bridges & Pavements	Percentage of Pavements of the Non-Interstate NHS in Good Condition
Bridges & Pavements	Percentage of Pavements of the Non-Interstate NHS in Poor Condition
Bridges & Pavements	Percentage of NHS Bridges classified in Good Condition (by deck area)
Bridges & Pavements	Percentage of NHS Bridges classified in Poor Condition (by deck area)
System Performance	Percent of the Person-Miles Traveled on the Interstate That Are Reliable
System Performance	Percent of the Person-Miles Traveled on the Non-Interstate NHS That Are Reliable
Freight	Percent of the Interstate System mileage providing for reliable truck travel times
Congestion and Air Quality	Annual Hours of Peak-Hour Excessive Delay (PHED)

Congestion and Air Quality	Percent of Non-SOV Travel
Congestion and Air Quality	Total Emissions Reduction
Transit Asset Management	Percentage of Service (non-revenue) Vehicles that have met or exceeded their Useful Life Benchmark (ULB)
Transit Asset Management	Percentage of Facilities with an asset class rated below condition 3 on the TERM scale.
Transit Asset Management	Infrastructure (rail, fixed guideway, track, signals, and systems) - Percentage of track segments with performance restrictions
Transit Asset Management	Percentage of Revenue Vehicles within a particular asset class that have met or exceeded their ULB
FTA C 5010.1E	Number of fatalities per “vehicle revenue miles.” by mode.
FTA C 5010.1E	Number of serious injuries per “vehicle revenue miles.” by mode.

Amendment

This Statement on Transportation Planning may be amended from time to time or to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

Effective Date

This Statement will be effective after it has been endorsed by SCRCOG as part of the UPWP, and as soon as the UPWP has been approved by the relevant Federal transportation agencies.

No Limitation on Statutory Authority

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Connecticut law, federal law, local ordinance, or charter.