



**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

**Meeting Notice & Agenda  
South Central Regional MPO and COG  
Wednesday, September 27, 2023 – 10:00 A.M.**

This is a hybrid meeting with in-person attendance at the SCRCOG Office and remote access via Zoom.

Office Location: 127 Washington Avenue, 4<sup>th</sup> Floor West, North Haven, CT 06473

Join Zoom Meeting: <https://us02web.zoom.us/j/83877342935>

Call-In Number: +1-929-205-6099 / Meeting ID: 838 7734 2935

- 1 **Call to Order and Introductions**
- 2 **Presentation: Garrett Eucalitto, CTDOT Commissioner**
- 3 **Presentation: Frank Reynolds, President and CEO of UI/SCG/CNG**
- 4 **Adopt Minutes of August 23, 2023 SCRCOG Meeting (motion)** Pages 2-6
- 5 **Treasurer’s Report for month ending August 31, 2023 (motion)** Pages 7,8
- 6 **MPO Business**
  - a) Resolution to Approve FY 2021-2024 TIP Amendment Thirty (motion) Pages 9-14
  - b) Resolution Authorizing Executive Director to enter into Agreement for eSTIP Software Subscription Pages 15-23
  - c) Deputy Director/Director of Transportation Report
  - d) Transportation Staff Report
  - e) Greater New Haven Transit District Report
- 7 **COG Business**
  - a) Resolution Authorizing the Executive Director to execute a Regional Performance Incentive Program Grant for a Regional Cybersecurity Assessment and Protection Program (motion) Page 24
  - b) Approval of FY 2023-2024 Regional Services Grant (RSG) Spending Plan Amendment #2 (motion) Pages 25-27
  - c) Resolution to Approve FY 2023-2024 Budget Revision #3 (motion) Pages 28-30
  - d) Resolution Authorizing the Executive Director to enter into an agreement with DataHaven for FY 2023-24 Regional Services Grant-funded Consultant Services (motion) Pages 31,32
  - e) Executive Director’s Report
  - f) Regional Planning Staff Report
  - g) Regional Planning Commission September Action Table Pages 33,34
  - h) CPRG Update
  - i) REX Development Report Page 35
  - j) Congressional Reports
  - k) State Legislative Reports – CCM, COST
  - l) DEMHS Report

Agenda and attachments for this meeting are available on our website at [www.scrkog.org](http://www.scrkog.org). Please contact SCRCOG for copy of agenda in a language other than English. Auxiliary aids/services and limited English proficiency translators will be provided with two weeks’ notice.

*“Necesidades especiales: a las personas con discapacidad auditiva se les proveerá con medios auditivos y/o intérpretes de signos. Igualmente intérpretes para personas que hablan poco inglés, pero será preciso avisar con dos semanas de antelación. Se puede solicitar la agenda en otro idioma que no sea inglés comunicándose con SCRCOG”.*

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- 8 **Regional Cooperation/ Other Business**
- 9 **Adjournment**



**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 Peggy Lyons, Secretary**  
**DATE: September 20, 2023**  
**SUBJECT: SCRCOG Meeting Minutes of August 23, 2023**

**Present:**

Bethany	First Selectman Paula Cofrancesco, <i>Vice Chair</i>
Branford	First Selectman James Cosgrove
East Haven	Mayor Joseph Carfora
Guilford	First Selectman Matthew Hoey
Hamden	Mayor Lauren Garrett, <i>Treasurer</i>
Madison	First Selectwoman Peggy Lyons, <i>Secretary</i>
Meriden	Timothy Coon, <i>proxy for Mayor Kevin Scarpati</i>
New Haven	Mayor Justin Elicker
North Branford	Michael Downes, <i>proxy for Mayor Jeffrey Macmillen</i>
North Haven	First Selectman Michael Freda
Orange	First Selectman James Zeoli, <i>Chair</i>
Wallingford	Mayor William Dickinson, Jr
Woodbridge	First Selectman Beth Heller

SCRCOG Staff Carl Amento, Laura Francis, James Rode, Chris Rappa, Benjamin Lovejoy, Rebecca Andreucci, Stephanie Camp, Joan Paglinco

**Guests:** Ginny Kozlowski and Barbara Malmberg, *REX Development*; Jennifer Pacacha, *CT Department of Transportation*; Betsy Gara, *COST*; Mario Marrero, *Greater New Haven Transit District*; Pamela Roach, *SCRCOG Solid Waste & Recycling Consultant*; Mike Anderson, *United Illuminating*; Nicoletta Blevins, *Regional Water Authority*; Nita Lathia, *CT Rides*; Mark Zaretsky, *NH Register*; Keyri Ambrocio and Tameika Miller, *Greater New Haven Chamber of Commerce*; Lori Vitagliano, *NHSWRA*; Lorena Venegas, *Member of the Public*;

**NOTE: The August SCRCOG Board meeting was a hybrid meeting**

**1. Call to order and Introductions**

Chairman Zeoli called the meeting to order at 10:00 a.m. All present introduced themselves.

**2. Adoption of the July 26, 2023 SCRCOG Meeting Minutes (motion)**

First Selectwomen Lyons presented the minutes of the SCRCOG Meeting of July 26, 2023, which were included in the agenda packet on pages 2-6. First Selectman Heller made a motion to approve. First Selectman Lyons seconded. Motion passed.

**3. Treasurer's Report for the month ending 7/31/23 (motion)**

Mayor Garrett presented the Treasurer's Report on pages 7-8 of the agenda packet. The Balance Sheet shows that SCRCOG has total assets of \$ 2.2 million in which \$306,000 are in cash and investments, \$626,000 is due from CTDOT and \$131,000 is due from DEMHS. All expenses appear to be appropriate for the one-month period. Motion made by Mayor Garrett and seconded by First Selectman Cofrancesco. The vote was unanimous.

#### 4. MPO Business

##### a. Resolution to Approve FY 2021-2024 TIP Amendment Twenty-Nine (motion)

Deputy Director Francis presented the TIP amendment on pages 9-13 of the packet. A motion was made by Mayor Dickinson and seconded by First Selectman Cofrancesco. Motion approved.

##### b. Resolution Authorizing Executive Director to enter into agreement for eSTIP Software Subscription (motion)

Deputy Director Frances discussed the eSTIP Software Subscription on page 14 of the packet. This was included in the UPWP and is a software subscription to track TIP, STIP and Capital Projects more efficiently and have a public-facing presence. There is a summary in the packet for review. This product was highly recommended by FHWA. The State of CT also developed an eSTIP which will interact with this application. Two COGS are currently utilizing this software.

First Selectwoman Lyons asked if this is something towns can use for project management and could there be a broader licensing agreement. Mayor Dickinson asked what the cost is, which generated a larger discussion regarding fees, length of contract, number of projects handled, and municipality licensing.

Deputy Director Francis agreed to speak with EcoInteractive for better clarification and return with the item at next month's meeting.

Chair Zeoli stated the motion would be for the Year One costs to begin after the implementation period has completed, for a contract period ending on June 30, 2024. If that is not possible with EcoInteractive, SCRCOG should bring the item back to the board on next month's agenda. First Selectman Cofrancesco motioned and First Selectman Cosgrove seconded. The motion was approved.

##### c. Deputy Director/Director of Transportation Report

Deputy Director Francis advised that the September Transportation Committee Meeting would be attended by the region's legislative representatives who are on the Transportation Committee. If the board has any transportation issues or projects you would like discussed, please send them to Laura. All are welcome to attend. At the September Board meeting, DOT Commissioner Garrett Eucalitto will give a presentation. Deputy Director Francis also advised that SCRCOG received a request from DOT to comment on the Regional Community Connectivity Grants submitted by New Haven, Branford, Guilford, Madison, and East Haven. She also mentioned the posting for the GIS position has 2 applicants and SCRCOG will soon be posting the Project Manager position.

SCRCOG received confirmation that \$175,000 is included in the State of CT Highway Safety Budget to fund a Regional Highway Specialist position at SCRCOG.

Mayor Elicker mentioned New Haven considering implementing red light cameras and thinks there may be an opportunity to do something regionally.

Francis also advised SCRCOG submitted a project proposal to Region 2 DEMHS to create a Regional Evacuation Plan for Shoreline and Riverine towns. SCRCOG asked for \$100,000. If approved for DEHMS funding, a vote will take place in September. REPT meeting attendance is critical. Ben Lovejoy advised this meeting also includes the budget approval and the \$485,000 grant approval.

##### d. Transportation Staff Report

Jim Rode reported he met with Woodbridge regarding a potential project in the downtown area for the LOTCIP program. SCRCOG also received the final design plans for a cycle track project on Water St in New

Haven. The team continues to work with the consultant to develop a plan on how to assist towns in completing their LOTCIP applications and getting their commitment to fund letter.

Deputy Director Francis advised an email was sent to Hamden, New Haven and West Haven regarding funds for TOD (Transit-Oriented Development) planning.

**e. Greater New Haven Transit District Report**

Mario Marrero reported 600-650 rides per day. The top towns for rides were New Haven, Hamden, West Haven, North Haven, and Branford. Mario also stated that they are still short staffed with drivers, dispatchers, and mechanics.

**f. CT Rides Report**

No report

**5. COG Business**

**a. Resolution Authorizing Executive Director to Execute Renewal of Lease with Candid Group, LLC (motion)**

Chair Zeoli referred to pages 29-35 and advised that the Executive Committee has recommended approval. A motion was made by First Selectman Cofrancesco and Seconded by First Selectman Hoey. The motion approved.

**b. Resolution to Approve FY 24 Budget Revision #2 (motion)**

Chairman Zeoli advised that the Executive Committee recommended the approval of the budget revision on pages 36-38. A motion was made by First Selectman Hoey and seconded by First Selectman Cofrancesco. Motion approved.

**c. Approval of FY 24 Regional Services Grant (RSG) Spending Plan Amendment #1 (motion)**

Chairman Zeoli referred the members to pages 39-41. A motion was made by First Selectman Cofrancesco and seconded by First Selectman Freda. Motion approved.

**d. Solicitation of Municipal Letters of Support for Regional Waste Authority Grant Application**

Executive Director Amento reviewed the DEEP Regional Waste Authority Grant application found on pages 42-54. SCRCOG received a letter from DEEP related to the application submitted for a Regional Waste Authority Grant of \$350,000. Amento advised they need at least 10-12 letters of support for the planning grant. Deputy Director Francis advised it is a feasibility study to determine if it is warranted and desirable to create a Regional Waste Authority in this region. First Selectman Freda asked if this grant was to determine the feasibility of a waste policy board. He stated he, Tim Coon, and Mayor Dickinson worked on a waste policy board and supports the concept and if designed properly can have leverage in negotiating tipping fees. Mayor Dickinson expressed concerns on the disposal and processing of waste and the creation of a regional waste authority.

**e. Executive Director's Report**

Executive Director Amento referred to the Newsletter on page 55-71 noting the \$1 million grant SCRCOG received for Climate Pollution Reduction. He also reviewed SCRCOG's programming on Affordable Housing, Community Conversations with Ben Fink, several grant opportunities, the Solid Waste Report, Sustainable CT Awards, and upcoming events.

**f. Regional Planning Staff Report**

Ben Lovejoy announced the new UCONN MPP intern, Amelia Maynard, starts next week. He also advised that the SNEAPA (Southern New England American Planning Association) conference is in New Haven on October 5<sup>th</sup> and 6<sup>th</sup> and Ben is helping organize the event. Ben will be doing a workshop working with the

Straight Up Art Initiative in the New Haven business improvement district which funds local artists to do beautification through large scale murals. Ben also stated the Housing Working Group will be meeting on September 27<sup>th</sup> discussing what worked in their town for building additional housing units. On September 25<sup>th</sup> there will be a tour of affordable housing developments in the region. Ben mentioned in November there will be an inclusionary zoning meeting. Ben also discussed the \$1 million CPRG grant awarded to SCRCOG on how to reduce carbon emissions over the next 4 years. Ben will be meeting with stakeholders to highlight priority projects for the first deliverable due in March and understand what towns want to do to lower greenhouse gas emissions. This planning grant serves as the basis for the \$4.6 billion available in a competitive implementation grant. Ben also advised SCRCOG is partnering with UMASS for the next 2 years to utilize their research facility to understand the existing conditions with a greenhouse gas inventory.

Stephanie Camp referred to the flyer on page 58 regarding the CPRG Stakeholder Workshop on August 29<sup>th</sup> at 2pm.

**g. Regional Planning Commission August Action Table**

The action table was reviewed on page 72 of the agenda packet.

**h. REX Development Report**

Ginny Kozlowski reviewed the REX report on page 73 of the packet. She advised that we are in fair season, and that trade shows will also be happening over the coming months.

**i. Congressional Report**

No report.

**j. State Legislative Reports – CCM, COST**

Betsy Gara from COST advised of a hearing on DEEPs proposed regulations on zero carbon emissions. Light duty vehicles and passenger cars will need to be 90% cleaner and will require auto manufactures to produce 100% EV vehicles by 2035. There is also a separate regulation for medium and heavy-duty trucks to be electric by 2032 depending on vehicle class. There are concerns from the municipalities regarding the increase in cost, lack of adequate charging infrastructure, whether the grid can support increased EV capacity, and the impact on municipal vehicles. Emergency vehicles that respond to emergencies are exempt. Snow plows, bucket trucks, utilities trucks needed for power outages are not exempt.

**k. DEMHS Report**

Deputy Director Francis announced Bill Richards, Chairman of the DEMHS Region 2 steering committee has resigned. First Selectman Cofrancesco, Chairman of the committee is sitting in until a replacement chairman is found.

**6. Regional Cooperation/Other Business**

First Selectman Hoey thanked Jim Rode for the work done on quarterly commuter parking lot counts. Guilford has 19% of parking lots filled, down from 60% in 2018 due to impacts from COVID. Decisions from DOT to cut back on train schedules has had an effect on this.

Deputy Director Francis mentioned the news of a Connecticut town moving to a 4-day work week and asked if any other towns are considering this. Tim Coon, proxy for Meriden, stated the town of Meriden is looking into this.

Michel Anderson from United Illuminating advised there will be a Hurricane and Winter Reliability Session for UI municipal leaders and emergency management representatives on Tuesday, September 12<sup>th</sup> at the Avangrid Headquarters 180 Marsh Hill Rd, Orange.

7. **Adjournment**

First Selectman Cofrancesco made a motion to adjourn. Chairman Zeoli seconded. The meeting was adjourned at 11:40 a.m.

Respectfully submitted,

First Selectwoman Peggy Lyons, *Secretary*

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# Balance Sheet

South Central Regional Council of Governments

As of period 8/31/2023

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<b>Assets</b>
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**Cash and Investments**

Key Bank - Checking Account	381,678.67
State of CT - Short-Term Investment Fund	31,638.24
New Haven Bank	108,498.77

**Accounts Receivable**

CT Department of Transportation	483,871.96
CT Office of Policy and Management	52,962.53
CT DESPP – FEMA Grant	131,321.03
CT DECD – EDA Grant	225.92
US EPA – CPRG	9,535.48
CT DEEP – SMM Grant	59,879.96
CIRCA	(534.80)
Retiree Health Insurance Contribution	1,333.86

**Other Assets**

Accrued Leave & Security Deposit	23,867.11
Furniture & Equipment	10,574.46
Right to Use Asset - Real Property	1,193,827.26
Right to Use Asset - Equipment	34,813.69
Amortization	(243,376.32)

**Total Assets** **2,280,117.82**

<b>Liabilities</b>
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Accounts Payable	9,500.00
Payroll Taxes Payable & Accrued Interest	775.10
Deferred Revenue - Municipal	76,446.52
Deferred Revenue - OPM	21,862.86
Deferred Revenue - LOTCIP	173,473.86
Deferred Rev. - Other (Election Monitor)	3,690.77

**Total Liabilities** **285,749.11**

<b>Fund Balance</b>
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Fund Balance	730,272.15
Designated Fund Balance	300,000.00
Amount for Accrued Leave	12,204.19
Investment in Equipment	10,574.46
Lease Obligation	984,489.53
Change in Fund Balance	(43,171.62)

**Total Fund Balance** **1,994,368.71**  
**Total Liabilities and Fund Balance** **2,280,117.82**



# Statement of Resources and Expenditures

South Central Regional Council of Governments

As of period 8/31/2023

Resources	Current	Year-to-Date	Budget
Municipal - Revenue	9,600.45	19,373.69	298,186.00
CT OPM - Regional Planning	27,226.25	52,962.53	948,502.00
CTDOT - Transportation Planning	57,743.07	109,501.38	2,139,298.00
CTDOT - LOTCIP	1,455.67	2,608.44	171,611.00
CT DECD (EDA Grant)		225.92	203,490.00
US EPA - CPRG	9,535.48	16,091.69	999,479.00
CT SotS - Regional Election Monitor			3,691.00
CT DEEP - SMM Grant	9,106.50	9,463.50	112,800.00
Miscellaneous	9,501.37	9,501.37	0.00
Interest - Revenue	151.76	852.68	20,000.00
<b>Total Resources</b>	<b>124,765.17</b>	<b>221,915.06</b>	<b>4,903,557.00</b>

Direct Expenses	Current	Year-to-Date	Budget
Retiree Health Insurance	444.62	1,333.86	6,500.00
Transportation Planning Consultants			1,309,658.00
Land-Use Planning Consultants			13,000.00
Other Consultants	8,749.50	8,749.50	788,776.00
Passthrough Grants			155,105.00
Travel	146.07	146.07	9,400.00
Data Processing		2,150.00	34,500.00
Commercial Printing			500.00
Subscriptions and Books	331.65	331.65	8,250.00
Insurance and Professional Services	1,440.00	1,440.00	5,000.00
Meeting Expenses and Advertising	1,249.08	1,761.63	20,050.00
Capital			25,000.00
Miscellaneous			236.00
Transportation - Reserved			137,371.00
LOTCIP - Reserved			128,048.00
CT DECD (EDA Grant) - Reserved			36,714.00
CT DEEP (SMM Grant) - Reserved			16,469.00
US EPA (CPRG) - Reserved			745,768.00
<b>Total Direct Expenses</b>	<b>12,360.92</b>	<b>15,912.71</b>	<b>3,440,345.00</b>

Direct Labor	Current	Year-to-Date	Budget
<b>Direct Labor - Employees</b>	<b>43,586.72</b>	<b>82,993.40</b>	<b>597,887.00</b>

Overhead	Current	Year-to-Date	Budget
Indirect Labor - Employees	7,961.28	20,282.60	213,511.00
Employee Benefits	24,044.55	67,692.93	409,964.00
Travel			100.00
Data Processing		2,772.00	19,300.00
Rent	9,573.29	28,863.12	152,900.00
Telephone and Internet	235.92	441.84	8,100.00
Office Supplies		51.96	3,600.00
Equipment Maintenance	3,189.40	3,189.40	26,900.00
Insurance and Professional Services	9,240.50	9,240.50	29,600.00
Meeting Expenses and Advertising			650.00
Miscellaneous	123.00	418.76	700.00
<b>Total Overhead</b>	<b>54,367.94</b>	<b>132,953.11</b>	<b>865,325.00</b>
<b>Total Operating Expenses</b>	<b>110,315.58</b>	<b>231,859.22</b>	<b>4,903,557.00</b>

**South Central Regional Council of Governments**  
**2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM**  
Amendment Number 30

**Project**      **0079-0246      2022-A22-1      Interchange Improvements I-91NB,I-691WB, Rte 15 NB**

**Changes**      Amendment 30 increases funding

**Reason**      Action is necessary based on a revised cost estimate.

**Project**      **0083-0268      2022\_A12\_5      REHAB BR 06798 (CULVERT) o/ STUBBY PLAIN**

**Changes**      Amendment 30 increases funding

**Reason**      Action is necessary based on a revised cost estimate.

**Project**      **0170-5041      2023-A30-1      I-91 Bridges Concrete Sealer**

**Changes**      Amendment 30 adds a new project.

**Reason**      This concrete sealing program includes approximately 156 NBI bridges either carrying or spanning over I-91 NB & SB. This project will be part of a statewide concrete sealing program, in an effort to specifically extend the service life of existing concrete structural elements of a bridge exposed to deicing salts by applying this penetrating concrete sealer to exposed concrete of highway bridges. Bridges that carry I-91 will have the sealer applied to the parapet and median. Bridges spanning over I-91 will have the sealer applied to abutments, piers, and other concrete bridge elements located within the salt spray zone as a result of snow and ice clearing operations.

**Project**      **0300-0214      2023-A30-2      NHL - TIME PHASE 1**

**Changes**      Amendment 30 adds a new project.

**Reason**      This phase 1 project. includes upgrading infrastructure (track and catenary) and making clearance improvements to six rail bridges, one road bridge (Longbrook Avenue), and stormwater and utility improvements. This project will provide the infrastructure to meet Mobility goals of 90 MPH, improve corridor deficiencies, improve safety and reduce bridge strikes.

**Project**      **0300-XXXX      2021-A0      NHL-STATION IMPROVEMENT PROGRAM**

**Changes**      Amendment 30 reduces funding.

**Reason**      Action is necessary to maintain fiscal constraint. The project has sufficient funding to continue the design phase.

South Central Regional Council of Governments  
 FFY2021-FFY2024 Transportation Improvement Program  
 Amendment 30

**State Project #0079-0246**  
**Municipality** Meriden

**SCRCOG # 2022-A22-1**  
**AQ Code CC**  
 Proposed

**Project Name** Interchange Improvements I-91NB,I-691WB, Rte 15 NB

**Description** The purpose of this project is to address traffic operational and safety concerns associated with capacity, congestion and weaving along Rte 15 and I-91 in the NB direction, as well as capacity deficiencies on the Route 15 NB off-ramp to I-691 WB

<b>Current TIP Funding (In Thousands)</b>								
<b>Funding</b>	<b>Phase</b>		<b>Prior</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>FYI</b>
NFRP	CON	AC-Entry				0		
		Federal					17,412	87,059
		State					4,353	21,765
NHPP		AC-Entry				0		
		Federal				5,000	20,000	42,530
		State				1,250	5,000	10,632
<b>Total Cost</b>	<b>\$215,001</b>		0	0	0	6,250	46,765	161,986

<b>Proposed TIP Funding (In Thousands)</b>								
<b>Funding</b>	<b>Phase</b>		<b>Prior</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>FYI</b>
NFRP	CON	AC-Entry				0		
		Federal					17,412	69,647
		State					4,353	17,412
NHPP		AC-Entry				0		
		Federal				5,000	28,000	80,300
		State				1,250	7,000	20,075
<b>TIP Funds</b>	<b>\$250,449</b>		0	0	0	6,250	56,765	187,434

**Amendment Notes**

FY21 TIP Amend 22 adds a new project, FY21 TIP Amend 30 increases funding

South Central Regional Council of Governments  
 FFY2021-FFY2024 Transportation Improvement Program  
 Amendment 30

**State Project #0083-0268**

**SCRCOG # 2022\_A12\_5**

**Municipality** Milford

**AQ Code** X6

Proposed

**Project Name** REHAB BR 06798 (CULVERT) o/ STUBBY PLAIN BROOK

**Description** Project for the rehab/relining of the culvert #06798 which carries I-95 over the Stubby Plain Brook in Milford

**Current TIP Funding (In Thousands)**

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>FYI</i>
STPNH	CON	Federal				1,260	
		State				140	
<b>Total Cost</b>	<b>\$1,400</b>		0	0	0	1,400	0

**Proposed TIP Funding (In Thousands)**

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>FYI</i>
STPNH	CON	Federal				2,700	
		State				300	
<b>TIP Funds</b>	<b>\$3,000</b>		0	0	0	3,000	0

**Amendment Notes**

FY21 TIP Amend 12 adds a new project. FY21 TIP Amend 24 moves CON to FY24.  
 FY21 TIP Amend 30 increases funding

**State Project #0170-5041**

**SCRCOG # 2023-A30-1**

**Municipality** Statewide

**AQ Code** X6

Proposed

**Project Name** I-91 Bridges Concrete Sealer

**Description** Concrete Sealer Program to seal approximately 156 NBI bridges either carrying or spanning over I-91 Northbound and Southbound from New Haven to the Massachusetts state border.

**Current TIP Funding (In Thousands)**

**Proposed TIP Funding (In Thousands)**

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>FYI</i>
BRFP	CON	Federal				3,040	
		State				760	
<b>TIP Funds</b>	<b>\$3,800</b>		0	0	0	3,800	0

**Amendment Notes**

FY21 TIP Amend 30 adds a new project

South Central Regional Council of Governments  
 FFY2021-FFY2024 Transportation Improvement Program  
 Amendment 30

**State Project #0300-0214**  
**Municipality** Regional

**SCRCOG # 2023-A30-2**  
**AQ Code X6**  
 Proposed

**Project Name** NHL - TIME PHASE 1

**Description** Project includes upgrading infrastructure (track and catenary) and making clearance improvements to six railbridges, one roadbridge (Longbrook Avenue), and stormwater and utility improvements.

**Current TIP Funding (In Thousands)**

**Proposed TIP Funding (In Thousands)**

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>FYI</i>
5307P	CON	Federal				80,000	
		State				20,000	
<b>TIP Funds</b>	<b>\$100,000</b>		0	0	0	100,000	0

**Amendment Notes**

FY21 TIP Amend 30 adds a new project

**State Project #0300-XXXX**  
**Municipality** Statewide

**SCRCOG # 2021-A0**  
**AQ Code X6**  
 Proposed

**Project Name** NHL-STATION IMPROVEMENT PROGRAM

**Description**

**Current TIP Funding (In Thousands)**

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>FYI</i>
5307C	PD	Federal	14,000	13,500			
		State	3,500	3,375			
	CON	Federal				42,000	
		State				10,500	
<b>Total Cost</b>	<b>\$86,875</b>		17,500	16,875	0	52,500	0

**Proposed TIP Funding (In Thousands)**

<i>Funding</i>	<i>Phase</i>	<i>Prior</i>	<i>2021</i>	<i>2022</i>	<i>2023</i>	<i>2024</i>	<i>FYI</i>
5307C	PD	Federal	14,000	13,500			
		State	3,500	3,375			
<b>TIP Funds</b>	<b>\$34,375</b>		17,500	16,875	0	0	0

**Amendment Notes**

FY21 TIP Adds New Project. FY21 TIP Amend 30 reduces funding



Carl J. Amento, Executive Director

**Resolution**

***Fiscal Year 2021-Fiscal Year 2024 Transportation Improvement Program Amendment Thirty***

- 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 2021-Fiscal Year 2024 Transportation Improvement Program* on September 23, 2020, 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 2021-2024 Transportation Improvement Program* and the Region’s *Metropolitan Transportation Plans—2023 to 2050, (April, 2023)*; and
- Whereas:* The Council, on *September 23, 2020*, indicated that periodic *Program* adjustment or amendment was possible; and
- Whereas:* Projects referenced in the *Program* amendment (below) are consistent with the region’s metropolitan transportation plan *Metropolitan Transportation Plans—2023 to 2050, (April, 2023)*; 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*.



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 2021-Fiscal Year 2024 Transportation Improvement Program Amendment Thirty  
(Continued)***

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

The Program Amendment *Thirty* 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 **September 27, 2023**

Date September 27, 2023

By: \_\_\_\_\_  
First Selectwoman Peggy Lyons *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 agreement for eSTIP Software Subscription***

*Whereas:* SCRCOG administers the Transportation Improvement Program (TIP) for its member municipalities;

*Whereas:* The TIP is incorporated fully into the Connecticut Department of Transportation's (CTDOT) Statewide Transportation Improvement Program (STIP);

*Whereas:* Both the TIP and STIP are revised regularly as projects are updated and new projects are added;

*Whereas:* EcoInteractive offers a subscription service to electronic TIP and STIP management software which would streamline the amendment process between SCRCOG and CTDOT while also being publicly accessible;

*Whereas:* SCRCOG identified this subscription service in the approved FY24-FY25 Unified Planning Work Program (UPWP); and

*Whereas:* CTDOT has approved SCRCOG's use of this selected vendor pursuant to the Metropolitan Planning Organization (MPO) Handbook.

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

That the Executive Director is authorized to negotiate and sign a subscription services agreement with the above consultant consistent with the CTDOT MPO Handbook.

*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 September 27, 2023.

Date: September 27, 2023

By: \_\_\_\_\_  
First Selectwoman Peggy Lyons, *Secretary*  
South Central Regional Council of Governments



**SAAS SERVICES ORDER FORM**

Customer: South Central Regional Council of Governments (SCRCOG)	Contact: Laura Francis
Address: 127 Washington Avenue, 4th Floor West	Phone: (203) 466-8624
North Haven, CT 06473	E-Mail: lfrancis@scrcog.org
<b>Services: ProjectTracker SaaS Solution</b> (the "Service(s)).-	
<p><b>Services Fees:</b> Subscription fees are paid monthly beginning from the Start Date, payable in arrears, subject to the terms of Section 4 herein and the pricing schedule below:</p> <p>Year 1 Implementation (9/1/23 - 6/30/24): \$540 per month or \$6,480 annually</p> <p>Year 1 (10/1/23 - 6/30/24): \$1,383 per month or \$12,450 annually</p> <p>Year 2 (7/1/24 - 6/30/25): \$1,453 per month or \$17,430 annually</p> <p>Year 3 (7/1/25 - 6/30/26): \$1,525 per month or \$18,302 annually</p>	<p><b>Initial Service Term:</b> 9 months starting 10/1/2023 (the "Start Date") with two, one-year options to extend</p>
<p><b>Service Capacity:</b> Ongoing subscription access to ProjectTracker SaaS solution implemented for <b>SCRCOG</b> with access to product modules and features listed in Exhibit A.</p>	

**SAAS SERVICES AGREEMENT**

This SaaS (Software as a Service) Services Agreement ("Agreement") is entered into on this 1st of October, 2023 (the "Effective Date") between EcoInteractive LLC with a place of business at 1756 Picasso Ave, Suite K, Davis CA 95618 ("Company"), and the Customer listed above ("Customer"). This Agreement includes and incorporates the above Order Form, as well as the attached Terms and Conditions and contains, among other things, warranty disclaimers, liability limitations and use limitations. There shall be no force or effect to any different terms of any related purchase order or similar form unless signed by the parties.

**EcoInteractive LLC**

**SCRCOG:**

By: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_

By: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_

**Vision and Goals**

Have a single system to manage, track, report on TIP projects in an efficient and effective manner.

Implementation of such a system will aim to meet the following goals:

- Save valuable staff time across multiple organizations
- Improve planning process workflow efficiency and outcomes
- Improve plan data quality and consistency
- Communicate a compelling story
- Enhance virtual collaboration

**Project Objectives**

- Implement platform to manage the TIP planning and approval process across multiple stakeholders, coordinate project updates, perform project and amendment reviews, and produce reporting analytics on the TIP plan.
- Meet federal compliance with an audit trail for version and access control.
  - Track versions of projects as they progress through approvals (i.e. in progress, submitted, or denied) as well as status of each approval level (i.e. accepted on unapproved amendment, approved amendment, denied amendment).
  - Provide specific levels of user access for MPO, sponsor, State, and Federal users for specific roles and functions.
- Drive consistency in data and reporting by having everyone use the same project form with spell check, dynamic data validation, alerts, and other QA features.
- Enable transparency and collaboration by having a central system with all relevant project information, so as updates are made, the most up to date records (both approved and those waiting approval) are in a singular place and available to view for users with access.
  - Saves significant staff time and resources spent collecting and assembling data across disparate systems.
  - Streamlines communication between staff
  - Improves quality and timeliness of information
  - Provides reporting that stays up to date as agencies update revenue, expenditure, or programmed information.
- Efficiency in generating TIP reports with public website that updates automatically
  - Share real-time updates with the public using an integrated public website
  - Eliminate creating reports for amendments and project listings, by referencing public website in TIP documentation

**Solution Overview**

EcoInteractive is proposing to use fully developed off-the-shelf software that can be quickly configured to meet SCRCOG's specific needs. In addition to meeting the project objectives defined above, EcoInteractive's ProjectTracker SaaS also offers:

- Industry Expertise
  - ProjectTracker SaaS is currently used in 22 states by over 3,000 secure users.
  - ProjectTracker currently tracks over 30,000 transportation projects and manages more than \$340 billion in funding.

- o EcoInteractive has had a long history of real-world success, with a 20+ years proven track record implementing SaaS solutions for managing TIP, Long Range Plan, Call for Projects, and transportation project data.
- o Extensive understanding of the Long-Range Plan, TIP, other transportation business processes, and the complexities of the roles of DOT programs, local agencies, the MPO, State and Federal Agencies. That's how we were able to develop ProjectTracker SaaS to streamline communication between DOTs, MPOs, local agencies, FHWA, FTA.
- o Work with a nationwide community of DOTs, large MPOs, small MPOs, and other transportation agencies to bring domain expertise into our product.
- o Our software has proven a huge success for our customers including MPOs like:
  - Chicago Metropolitan Agency for Planning (CMAP)
  - Southern California Association of Governments (SCAG), which incorporates two of our other clients Los Angeles County Metropolitan Transportation Authority (Metro) and Orange County Transportation Authority (OCTA)
  - Oklahoma Council of Governments (ACOG)
  - San Diego Association of Governments (SANDAG)
  - Sacramento Council of Governments (SACOG)
  - Fresno Council of Governments (Fresno COG)
  - San Luis Obispo Council of Governments (SLOCOG)
  - Metropolitan Washington Council of Governments (MWCOG)
  - Pikes Peak Area Council of Governments (PPACG)
  - Atlanta Transit Link Authority (ATL)
  - Ozarks Transportation Organization (OTO)
  - Kentucky/Ohio/West Virginia Interstate Planning Commission (KYOVA)
- Proven Outcomes
  - o 50% reduction in time spent on duplicate data entry, data reconciliation and error resolution.
  - o 65% less time generating required and ad-hoc TIP reports.
  - o 90% less time responding to public inquiries.
  - o 30% less time ensuring financial constraints are met.
- SaaS Business Model
  - o Economic, high value solution that drastically cuts infrastructure setup, initial build, and ongoing maintenance costs.
  - o Web-based cloud software solution accessible from anywhere and any device with an Internet connection.
  - o Built on powerful, robust and scalable infrastructure.
  - o Proven performance and scalability to fully support thousands of users with varied levels of access and user permissions.
  - o Strong enterprise-grade security protocols and proven track record of infrastructure resiliency.
  - o Supports automated data sharing with other internal data systems.
  - o Responsive maintenance and technical support services.
  - o Predictable and transparent pricing.
  - o Long-term solution with continual product and infrastructure improvements.

- Product Innovation
  - Continual product innovations released on the platform specifically addressing planners' evolving needs.
  - Improvements and new functionality released and available for all clients.

**Scope and Technical Assumptions**

EcoInteractive will implement ProjectTracker, its off-the-shelf SaaS solution, that can be quickly configured to meet SCRCOG's specific needs.

The technical assumptions in **Table 1** outline the standard modules and features SCRCOG will require to meet the goals and objectives mentioned.

<b>Table 1 - Technical Assumptions</b>	
<b>Module</b>	<b>Standard Features</b>
N/A	<ul style="list-style-type: none"> <li>● One time import of project data during implementation.</li> <li>● Client must provide validated project data for import in spreadsheet or database table format.</li> <li>● If importing in any previously mapped projects, client to provide shapefile for one time import during implementation. There must be a matching attribute (i.e. project ID) within shapefile that links the mapped location to the project.</li> </ul>
TIP Project Tracking and Workflow	<ul style="list-style-type: none"> <li>● Provide a single, secure URL web-portal for universal login access.</li> <li>● Meet federal compliance with audit trail for user access and version control.</li> <li>● Electronically submit new projects, carry-over projects, amend projects, or perform project reviews.</li> <li>● Track information and funding for individual project versions for a specific adoption or amendment.</li> <li>● Maintain data integrity with spell check, dynamic data validation, alerts, and other QA features.</li> <li>● Streamline the review process with new project changes highlighted on the page and automated text summary of changes to the project.</li> <li>● Stay up to date with automated email notifications.</li> <li>● Search through all TIP projects in the system with Project search filters.</li> <li>● Create and manage federally approved TIP revision types:                             <ul style="list-style-type: none"> <li>○ Adoption</li> <li>○ Formal Amendment</li> <li>○ Administrative Modification</li> </ul> </li> <li>● Standard User Types for user access control include:                             <ul style="list-style-type: none"> <li>○ Admin</li> <li>○ MPO Staff</li> <li>○ Sponsor</li> <li>○ Read-Only</li> <li>○ State Reviewer</li> <li>○ FHWA Reviewer</li> <li>○ FTA Reviewer</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>● Standard fields tracked on project page include:             <ul style="list-style-type: none"> <li>○ Project ID, Plan/Program, Revision Type/#, Project Title, Project Description, Lead Agency, Project Type, County, Municipality, Location Information, Programming Information (fund year, fund category, fund type, fund phase, AC/ACCP), Change Reason and Narrative, Contact Information</li> </ul> </li> <li>● Configuration options in scope include up to an additional:             <ul style="list-style-type: none"> <li>○ 2 admin fields</li> <li>○ 4 non-admin fields</li> <li>○ 2 ID fields (for example: Federal ID, LRTP ID)</li> <li>○ 6 funding phases</li> <li>○ 25 project questions with non-conditional drop-down valid values</li> <li>○ 1 revision type</li> </ul> </li> </ul>																
<p>Document Manager</p>	<ul style="list-style-type: none"> <li>● Upload and manage documentation for projects.</li> <li>● Users will upload documents directly into the system for projects for initial onboarding and on an ongoing basis.</li> <li>● Secure data storage for up to 50GB of data</li> <li>● The following file extensions are supported for upload to ProjectTracker:</li> </ul> <table border="1" data-bbox="375 877 875 1562"> <thead> <tr> <th>Extension(s)</th> <th>File Type</th> </tr> </thead> <tbody> <tr> <td>*.doc, *.docx</td> <td>Microsoft Word</td> </tr> <tr> <td>*.jpg, *.jpeg, *.png</td> <td>Image</td> </tr> <tr> <td>*.kml, *.kmz</td> <td>Keyhole Markup Language (GIS data)</td> </tr> <tr> <td>*.pdf</td> <td>Portable Document Format (PDF)</td> </tr> <tr> <td>*.txt</td> <td>Text File</td> </tr> <tr> <td>*.xls, *.xlsx, *.xlsm</td> <td>Microsoft Excel</td> </tr> <tr> <td>*.zip</td> <td>ZIP archive</td> </tr> </tbody> </table>	Extension(s)	File Type	*.doc, *.docx	Microsoft Word	*.jpg, *.jpeg, *.png	Image	*.kml, *.kmz	Keyhole Markup Language (GIS data)	*.pdf	Portable Document Format (PDF)	*.txt	Text File	*.xls, *.xlsx, *.xlsm	Microsoft Excel	*.zip	ZIP archive
Extension(s)	File Type																
*.doc, *.docx	Microsoft Word																
*.jpg, *.jpeg, *.png	Image																
*.kml, *.kmz	Keyhole Markup Language (GIS data)																
*.pdf	Portable Document Format (PDF)																
*.txt	Text File																
*.xls, *.xlsx, *.xlsm	Microsoft Excel																
*.zip	ZIP archive																
<p>GIS</p>	<ul style="list-style-type: none"> <li>● Extensively developed technology seamlessly connects all ProjectTracker modules with a GIS interface, and provides efficient, online browser-driven “point and click” screens, tools, and interactive reports. These easy to use features minimize the need for training or specialized knowledge allowing users to focus on core competencies and not software. For example, ProjectTracker’s use of intuitive “point and click” ArcGIS drawing tools means that staff and external planning agency users can meet a vast majority of their GIS needs without the need to purchase, install, and provide specialized training for desktop GIS software.</li> </ul>																

	<ul style="list-style-type: none"> <li>● Ad-hoc import of mapped project locations by Admin users allows the Agency to import externally-mapped datasets (eliminates duplicative mapping efforts).</li> <li>● An ESRI Shapefile export provides a download of all mapped project locations within ProjectTracker on a nightly refreshed basis.</li> <li>● Supported geometry types include points, lines, and polygons (note, only points and lines are supported by FHWA for FMIS authorization requests using GIS Location(s)).</li> <li>● 10,000 GIS snaps annually</li> </ul>
Standard Reporting	<ul style="list-style-type: none"> <li>● Wide array of web enabled reports and dashboards.</li> <li>● Hyper-linked drill-down features for web enabled reports.</li> <li>● Includes filtering and sorting capability.</li> <li>● Download to a spreadsheet feature.</li> <li>● Standard reporting includes: <ul style="list-style-type: none"> <li>○ Financial Constraints</li> <li>○ Manage Revenues</li> <li>○ Program Summary by Fund</li> <li>○ Project List</li> <li>○ Project Overview</li> <li>○ Project Question Summary</li> <li>○ Locations Details</li> <li>○ Programmed Visualization Report</li> <li>○ Contacts Report</li> <li>○ Project Attachments</li> <li>○ Comprehensive Data Export</li> <li>○ GIS Export</li> </ul> </li> </ul>
Public Website	<ul style="list-style-type: none"> <li>● Integrated, feature-rich public web site provides transparency to the public and other agencies.</li> <li>● Available as mobile web pages for searching and viewing of TIP data on mobile devices.</li> <li>● View projects within approved amendments/adoptions in current TIP cycle.</li> <li>● Ability to add and collect public comments.</li> <li>● Ability to make draft list of projects available for review/comment on an amendment by amendment basis.</li> <li>● Dynamically query projects using a variety of filters.</li> <li>● Drill down into projects to get additional project detail.</li> <li>● Provide an interactive and searchable map of TIP project data.</li> <li>● Public website will be configured to give similar look and feel (header/footer color, official logo) based on client's main website for branding consistency.</li> </ul>
DOT Data Import	<ul style="list-style-type: none"> <li>● Ad-hoc bulk import of DOT projects into ProjectTracker.</li> <li>● Client will provide DOT project listing in .csv, and maintain a consistent format for import.</li> </ul>
Other Plans and Programs	<ul style="list-style-type: none"> <li>● Electronically submit new projects, carry-over projects, or amend projects.</li> <li>● Track information and funding for individual project versions for a specific adoption or amendment.</li> </ul>

(i.e. Capital Program)	<ul style="list-style-type: none"> <li>• Configured fields tracked on the project page can be different per plan. The total number of configured fields must fit within the configuration options scope defined in the 'TIP Project Tracking and Workflow' section.</li> <li>• Maintain data integrity with spell check, dynamic data validation, alerts, and other QA features.</li> <li>• Streamline the review process with new project changes highlighted on the page, automated text summary of changes to the project.</li> <li>• Stay up to date with automated email notifications.</li> <li>• Search through all projects in the system with project search filters.</li> <li>• Carryover feature to move projects between different plans/programs. Any project fields or valid values different between the plans'/programs' form will be dropped once carried over.</li> </ul>
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**Implementation Approach**

EcoInteractive is proposing to use fully developed off-the-shelf software that can be configured to meet SCRCOG’s specific needs. **Figure 1** shows the core milestones for implementation of SCRCOG’s TIP system. Items highlighted in green represent tasks that EcoInteractive is responsible for. Items highlighted in blue represent tasks that SCRCOG would need to complete. Delays in providing acceptable data for import/configuration will cause delays in the implementation timeline that EcoInteractive is not responsible for.

Weeks following project implementation start date	Month 1				Month 2				Month 3				Month 4			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
<b>Infrastructure Set-up &amp; Project Kickoff</b>																
Project Kickoff meeting	█															
Setup of Domains and Environments for Secure & Public Site	█															
<b>Implementation and Configuration of TIP Project Tracking and Workflow Module (Reporting, Secure Site, Public Site, Documents, GIS)</b>																
Gathering of Project Data	█	█	█													
Configuration of ProjectTracker			█	█	█											
Import of initial project data for testing					█	█										
Client Testing							█	█								
<b>Configuration of Capital Program</b>																
Gathering of Project Data				█	█	█										
Configurations for Capital Program					█	█	█									
Import of initial project data for testing							█	█								
Client Testing									█	█						
<b>DOT Project Import</b>																
Provide DOT .csv file					█	█										
Configure import file					█	█	█	█								
Client Testing									█	█						
<b>Go-Live</b>																
Go-Live Prep											█	█				
Final data import											█	█				
Go-Live												█				
Administrative Training												█				
Sponsor & Staff Training												█				

Figure 1

**Pricing**

Prior to contract signature, pricing information is valid through 10/1/23.

Special pricing and other considerations were made for SCRCOG for their participation in the Partner Program, including but not limited to complimentary DOT project import module.

Within 6-12 months of Go-Live, customers in the Partner Program will participate in a joint webinar about their experience, and potentially be featured in either a case study or blog article.

**Pricing Breakdown:**

Pricing Schedule - Partner Program					
	Year 1 Implementation	Year 1	Year 2	Year 3	TOTAL
Base + TIP	\$6,000	\$15,000	\$15,750	\$16,538	\$53,288
Capital Program	\$480	\$1,600	\$1,680	\$1,764	\$5,524
<b>TOTAL</b>	<b>\$6,480</b>	<b>*\$12,450</b>	<b>\$17,430</b>	<b>\$18,302</b>	<b>\$54,662</b>

Annual 5% CPI increase

\*Prorated 9 months





**SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS**

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New Haven North Branford North Haven Orange Wallingford West Haven Woodbridge

Carl J. Amento, Executive Director

***Resolution Authorizing the Executive Director to execute a Regional Performance Incentive Program Grant for a Regional Cybersecurity Assessment and Protection Program***

*Whereas:* Pursuant to Section 4-124s of the Connecticut General Statutes, as amended by Public Act 21-2, SCRCOG applied for a Regional Performance Incentive Program (RPIP) grant to fund the costs of implementing a Regional Cybersecurity Assessment and Protection Program;

*Whereas:* The Office of Policy and Management (OPM) has awarded SCRCOG with a four-year RPIP grant totaling \$2,220,066 for this program; and

*Whereas:* Per the terms of the RPIP, the grant has a required 50% match (\$2,220,066), which will be provided from local funding from the participating municipalities.

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

That SCRCOG execute and deliver to the State of Connecticut a Notice of Grant Award (the "Agreement") in the amount of \$2,220,066 for the Regional Performance Incentive Program Grant; and

*Be It Further Resolved:*

That Carl Amento, as Executive Director of SCRCOG, is directed to execute and deliver the Agreement on behalf of SCRCOG and to do all things necessary or appropriate to carry out the terms of the Agreement, including executing and delivering all agreements and documents contemplated by the Agreement.

*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 September 27, 2023.

Date: September 27, 2023

By: \_\_\_\_\_

First Selectwoman Peggy Lyons, Secretary  
South Central Regional Council of Governments

**FY 2023-2024 REGIONAL SERVICES GRANT (RSG) SPENDING PLAN  
PROPOSED Amendment #2  
September 20, 2023**

**Source of Project Funding:**

CT OPM Regional Services Grant (RSG)	\$948,502
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**FY 2023-24 Budget**

Line Item	Original	Change	Revised
1. Staff Labor and Expenses	\$374,352	\$37,619	\$411,971
2. GIS Consultant	\$13,000		\$13,000
3. UConn MPA Intern	\$17,250		\$17,250
4. Capitol Region Purchasing Council Dues	\$7,500		\$7,500
5. Recreational Trails Update	\$30,000		\$30,000
6. Data Dashboard (DataHaven)	\$30,000	\$10,000	\$40,000
7. UVermont Regional Tree Canopy Mapping	\$30,000	\$6,200	\$36,200
8. Municipal Services Consultants	\$446,400	-\$53,819	\$392,581
<b>Total</b>	<b>\$948,502</b>	<b>0</b>	<b>\$948,502</b>

**Details of Municipal Services Consultants (#8 above)**

<b>8a. Affordable Housing Part 1</b>	
Consultant: David Fink (continuing)	\$40,000
<i>SCRCOG will continue offering guest speakers, presentations, workshops and discussions for its Regional Housing Working Group and will dedicate additional time and more specific resources to municipal staff to further their housing goals. This year we will also offer bus tours of successful developments.</i>	

<b>8b. Affordable Housing Part 2</b>	
Consultant: Benjamin Fink (continuing)	\$60,000
<i>SCRCOG will continue to assist its member municipalities in the facilitation/promotion of resident education/communication through community-wide education programs and trainings. This year an additional \$15,000 will be set aside for the training and development of citizen outreach specialists allowing for expansion of the scope of this work</i>	

<b>8c. Affordable Housing Part 3</b>	
Consultant: To be selected by RFP/RFQ process	\$60,000
<i>SCRCOG staff will work with an affordable housing expert consulting firm to update and enhance its Draft Regional Affordable Housing Plan and will develop an Action Plan for assisting with the implementation of the region's 8-30j Local Affordable Housing Plans.</i>	

<b>8d. Municipal Grants</b>	
Municipal Grants Consultants: Juliet Burdelski/Renata Bertotti (continuing)	\$85,000
<i>SCRCOG will continue providing grants assistance to its member municipalities in two Grants programs: (1) Offering training and workshops to the Regional Grants Working Group; and (2) researching and informing member municipalities of relevant grants opportunities. In addition, the grants consultants will provide individualized grants assistance to SCRCOG member municipalities, with a pool of funds set aside for more dedicated attention to individualized municipal grants assistance.</i>	

<b>8e. Solid Waste &amp; Recycling, Food Waste Diversion and Municipal Composting</b>	
Consultant: Pam Roach (continuing)	\$65,000
<i>SCRCOG will continue offering guest speakers, presentations, workshops, resources and discussions for its Regional Solid Waste &amp; Recycling Working Groups. SCRCOG will also assist its member municipalities in the facilitation/promotion of resident education/communication through community-wide education programs and trainings, as well as the production of educational materials. SCRCOG will also provide individualized assistance to member municipalities in researching grant opportunities and assisting in applying for such grants. Finally, SCRCOG will provide assistance in municipal efforts to individually and collaboratively pursue new programs of glass and plastics recycling, and food waste diversion, as well as the conversion of existing municipal leaf and brush piles to use as composting facilities with the addition of food waste diversion.</i>	

<b>8f. Information Technology/ Cybersecurity</b>	
Consultant: Novus Insight (continuing)	\$20,500 (originally \$45,000)
<i>SCRCOG will continue offering cyberawareness training for SCRCOG municipal members' employees. Currently, 2050 municipal employees are involved in the year-long training. The emphasis for the coming year and beyond will be on implementation of the OPM Regional Performance Incentive Program (RPIP) grant for Regional Cybersecurity Assessment and Protection.</i>	

<b>8g. Purchasing</b>	
Consultant: To be selected by RFP/RFQ process	\$20,000 (originally \$33,200)
<i>SCRCOG provided this program for its municipalities in FY 2021-2022 during which time it created a Regional Purchasing Working Group, established rules and procedures for a Regional Purchasing Consortium, developed two consortium bids for on-call engineers and on-call architects. SCRCOG also provided group and individualized training for the several municipalities that lacked a Purchasing Agent or had a new Purchasing Agent. The program wasn't offered in FY 2022-2023. In FY 2023-2024, SCRCOG would like to revive the Regional Purchasing Working Group and its training and discussion sessions as well as having the Purchasing Consortium offer new regional bids as requested by SCRCOG's municipalities</i>	

<b>8h. Risk Management (New)</b>	
Consultant: To be selected by RFP/RFQ process	\$12,081 (originally \$28,200)
<i>Because the majority of SCRCOG municipalities do not have a dedicated Risk Manager position, SCRCOG would like to hire an expert consultant and to organize a Regional Risk Management Working</i>	

*Group to provide best practices, resources, and training to its member municipalities in the areas of risk identification and assessment, safety, insurance coverage and claims management, and employee training and workplace culture.*

<b>8i. Economic Development (New)</b>	
Consultant: REX Development	\$30,000
<p><i>In collaboration with the South-Central Regional Council of Governments, Rex Development will offer free on-call economic development services under the Municipal Services Program. These services will provide peer-to-peer coaching or direct service based on the market and organizational needs of the community. Such services will include:</i></p> <p><i>On-Call Staff Coverage When staff is absent due to attrition or your staff is temporarily away or unavailable, the program will provide limited in-house coverage); Economic Development Training; Economic Development Consulting; Workforce Development; Resources; and Peer Review of Documents and the Local Economic Development Processes</i></p>	

### ***FY 2023-24 Budget Revision #3***

*This revision updates the FY 2023-24 budget to incorporate the Regional Performance Incentive Program (RPIP) Grant for a Regional Cybersecurity Assessment and Protection Program and the related municipal match, as well as to align the budget with the Regional Services Grant (RSG) Spending Plan Amendment #2.*

#### **Revenue**

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Budget Revision #3 adds \$2,395,066 of revenue from the Regional Performance Incentive Program to the adopted FY 2023-24 budget, broken down as follows.

- \$2,220,066 of CT OPM RPIP (Cybersecurity Grant)
- \$175,000 of Municipal Contribution – Special Projects (match for RPIP grant)

#### **Expenses**

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Budget Revision #3 includes the following changes. This revision reduces the projected overhead rate from 1.4473 to 1.4078.

- Salaries increase by \$18,000.
  - This is to allow for two RSG-funded interns from October – May.
- Other Consultants increase by \$312,381
  - This increase consists of \$350,000 for the Cybersecurity Grant Consultant and a reduction of \$37,619 of RSG Consultants as outlined in RSG Spending Plan Amendment #2
- Project Contingencies
  - The Transportation, LOTCIP, SMM Grant, and CPRG contingency line-items have been adjusted to account for the decreased overhead rate.

Actual line-item revisions are on the following page, followed by a Resolution authorizing Budget Revision #3.

**FY 2023-24 Budget Revision # 3**

<i>Revenue</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Revised Budget</i>
<b>Municipal Contribution</b>			
Municipal Contribution - Dues	239,600		239,600
Municipal Contribution - Special Projects	-	175,000	175,000
Fund Balance	25,000		25,000
Designated Fund Balance	33,586		33,586
<b>Transportation Planning</b>			
U.S. DOT	1,394,144		1,394,144
U.S. DOT - Carryover	507,454		507,454
CTDOT	174,268		174,268
CTDOT - Carryover	63,432		63,432
CTDOT - LOTCIP	171,611		171,611
<b>Regional Planning</b>			
CT OPM - Regional Services Grant (RSG)	948,502		948,502
CT OPM - RPIP (Cybersecurity)	-	2,220,066	2,220,066
CT Secretary of the State - Regional Election Monitor	3,691		3,691
CT DEEP - SMM Grant	112,800		112,800
CT DECD (EDA Grant) - CARES Act Funds	195,100		195,100
CT DECD (EDA Grant) - 4CT Funds	8,390		8,390
US EPA - Climate Pollution Reduction Grant	999,479		999,479
<b>Regional Hazard Mitigation Plan</b>			
Federal Emergency Management Agency	-		-
<b>Other</b>			
Investment Income	20,000		20,000
Retiree Health Insurance Contribution	6,500		6,500
<b>TOTAL</b>	<b>4,903,557</b>	<b>2,395,066</b>	<b>7,298,623</b>

<i>Expenses</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Revised Budget</i>
Salaries	811,398	18,000	829,398
Benefits	416,464	1,719	418,183
Travel	9,500		9,500
Computer Supplies & Software	53,800		53,800
Rent	152,900		152,900
General Office Expenses	103,586	1,062	104,648
Transportation Consultants	1,309,658		1,309,658
Other Consultants	801,776	312,381	1,114,157
Passthrough Grants	155,105		155,105
Office Equipment and Furniture	25,000		25,000
Contingency	-		-
Transportation - Reserved	137,371	14,810	152,181
LOTCIP - Reserved	128,048	295	128,343
CT DECD (EDA Grant) - Reserved	36,714		36,714
SMM Grant - Reserved	16,469	300	16,769
CPRG - Reserved	745,768	1,434	747,202
RPIP (Cybersecurity) - Reserved	-	2,045,066	2,045,066
<b>Total</b>	<b>4,903,557</b>	<b>2,395,066</b>	<b>7,298,623</b>



**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 2023-24 - Budget Revision # 3**

Whereas: The South Central Regional Council of Governments (SCRCOG) adopted an operating budget for FY 2023-24 on May 24, 2023;

Whereas: SCRCOG adopted Budget Revision #1 on June 28, 2023;

Whereas: SCRCOG adopted Budget Revision #2 on August 23, 2023;

Whereas: SCRCOG has been awarded a Regional Performance Incentive Program (RPIP) Grant of up to \$2,220,066, for a Regional Cybersecurity Assessment and Protection Program;

Whereas: The RPIP Grant requires a grantee match of up to \$2,220,066, which will be funded by the participating municipalities via special assessments over the four-year period of the grant; and

Whereas: The SCRCOG Board, at its September 27, 2023 meeting, amended the FY 2023-24 Regional Services Grant Spending Plan.

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

That Fiscal Year 2023-24 Budget Revision # 3, which incorporates the RPIP Grant for a Regional Cybersecurity Assessment and Protection Program and the related municipal match and aligns the budget with the amended Regional Services Grant Spending Plan, 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 September 27, 2023.

Date: September 27, 2023

By: \_\_\_\_\_  
First Selectman Peggy Lyons, *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 an agreement with DataHaven for FY 2023-24 Regional Services Grant-funded Consultant Services***

*Whereas:* SCRCOG's Regional Services Grant (RSG) Spending Plan for FY 2023-24 was approved by the Council on June 28, 2023;

*Whereas:* the Council approved at its meeting on June 28, 2023 a Revised RSG Spending Plan after the CT Office of Policy & Management had granted additional RSG funds to SCRCOG for FY 2023-2024;

*Whereas:* The RSG Spending Plan identified a Regional Data Dashboard program;

*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";

*Whereas:* The "unusual circumstances" of time constraints (the RSG funds must be spent by June 30, 2024) and the "unique prerequisites" in particular subject areas--(knowledge and experience in data compilation and analysis relating to Connecticut municipalities-- as well as previous success as a SCRCOG consultant) are demonstrated by the skills and backgrounds of the proposed consultant;

*Whereas:* The Executive Director proposes that the following consultant be engaged by SCRCOG for the work specified in the FY 2023-24 RSG Spending Plan as Data Dashboard or Demographic Profiles of the Region and its Municipalities:

Regional Data Cooperative for Greater New Haven, Inc. aka DataHaven; and

*Whereas,* SCRCOG solicited two other proposals for a similar program, and selected the DataHaven proposal as the one best fitting the needs of SCRCOG.

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

That the Executive Director is authorized to negotiate and sign a consulting services agreement with DataHaven 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 June 28, 2023.

Date: September 27, 2023

By: \_\_\_\_\_  
First Selectwoman Peggy Lyons, *Secretary*  
South Central Regional Council of Governments

**SOUTH CENTRAL CONNECTICUT  
Regional Planning Commission**

**September 2023 RPC Action Table**

<b>Ref. #</b>	<b>Received</b>	<b>Description</b>	<b>Adjacent RPC Towns</b>	<b>RPC Action</b>
2.1	8.15.23	<b>Town of North Haven:</b> Proposed Amendment to the North Haven Zoning Regulations to add Section 8.15 to Create a Billboard Overlay District in IL-80 and UG-80 Zoning Districts.	Wallingford, North Branford, East Haven, New Haven, Hamden	By resolution, the RPC has determined that the proposed zoning regulation text amendment does not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor does there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.
2.2	7.28.23	<b>City of Milford:</b> Proposed Plan of Conversation and Development Update.	Stratford, Shelton, Orange, West Haven	The draft Plan of Conservation and Development was referred to the Committee. The Committee supports the staff report.
2.3	8.20.23	<b>Town of Southington:</b> Proposed Zoning Text Amendment – Comprehensive Reorganization of Zoning Regulations.	Meriden, Berlin, New Britain, Plainville, Bristol, Wolcott, Cheshire	By resolution, the RPC has determined that the proposed zoning regulation text amendment does not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor does there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.
2.4	8.17.23	<b>Town of Guilford:</b> Proposed Zoning Map Update.	Branford, North Branford, Durham, Madison	By resolution, the RPC has determined that the proposed zoning map amendment does not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor does there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.
2.5	8.17.23	<b>Town of Hamden:</b> Affordable Housing Application for 2980 State Street.	Cheshire, Wallingford, North Haven, New Haven, Woodbridge, Bethany Prospect	By resolution, the RPC has determined that the proposed zoning regulation text and map amendment do not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor does there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.
2.6	8.29.23	<b>Town of Orange:</b> Proposed Zoning Regulation Amendment To Allow For Car Washes in Commercial C-2 District.	Milford, Shelton, Derby, Woodbridge, New Haven, West Haven	By resolution, the RPC has determined that the proposed zoning regulation text amendment does not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor does there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.

**SOUTH CENTRAL CONNECTICUT  
Regional Planning Commission**

<b>2.7</b>	<b>8.29.23</b>	<b>Town of Cheshire:</b> Proposed Zoning Text Amendments – Addition of standards for drive-through facilities, deletion of temporary & limited moratorium, deletion of uses in C2 and C3 zones.	Hamden, Bethany, Prospect, Waterbury, Wolcott, Southington, Meriden, Wallingford	By resolution, the RPC has determined that the proposed zoning regulation text amendment does not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor does there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.
<b>2.8</b>	<b>8.24.23</b>	<b>Town of North Branford:</b> Proposed Zoning Text Amendment to Remove Word “Character” From All Relevant Text.	Branford, Guilford, Durham, Wallingford, North Haven, East Haven	By resolution, the RPC has determined that the proposed zoning regulation text amendment does not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor does there appear to be any impacts to the habitat or ecosystem of the Long Island Sound. Furthermore, the RPC commends North Branford for being proactive in removing the word “character” from all relevant zoning text, but recommends the text be revised to reduce vagueness around the replaced text such as “the residential nature of...” and “the residential look of...”. The RPC recommends that the Town of North Branford include general and residential design standards in the zoning regulations to further clarify what is intended when substitute words such as look, design, and nature are used in lieu of “character”.
<b>2.9</b>	<b>9.11.23</b>	<b>Town of Wallingford:</b> Proposed text amendment to warehousing districts; new definitions added; changes to parking and bulk requirements; and addition of Passenger Car Equivalent tables.	Meriden, Middlefield, Durham, North Branford, North Haven, Hamden, Cheshire	By resolution, the RPC has determined that the proposed zoning regulation text amendment does not appear to cause any negative inter-municipal impacts to the towns in the South Central Region nor does there appear to be any impacts to the habitat or ecosystem of the Long Island Sound.



September 20, 2023

Dear Chief Elected Officials of SCRCOG,

We are conducting a follow-up business survey that follows the same model we used in fall 2022 for the CEDS as part of the CARES grant we received. Even though the sample size is smaller, we have discovered significant findings.

- The percentage of businesses offering hybrid schedules has increased from 46.43% to 57.69%
- Businesses are anticipating a significantly higher use of technology now, from 50.85% to 73.68%
- The most significant threat to business continues to be inflation, but it is reported at a much higher rate: 47.54% vs. 70%.
- Insufficient available workforce is a continued barrier to business growth.
- 11.67% of 2022 respondents reported a workforce reduction due to increasing labor and/or supplies costs vs. 21.05%.
- Schedule adjustments to accommodate childcare needs, transportation issues, etc., are still a common practice among businesses.
- Businesses continue to plan over the next five years to increase the use of technology (60.4% vs. 70%), hire additional employees is steady at around 55%, and planned capital expenditures have dropped from 50% to 40% over the past year.

In addition to the survey, we are hosting interactive training sessions to help the hospitality industry recover from the pandemic. One of our recent sessions, titled "Tips for Sales Success in Today's Hospitality World," was presented by Signature Worldwide and provided valuable insights into the current market. The session identified tactics that could help hotels attract more business, including using artificial intelligence. Our next session, "Benefits of Working with Receptive Tour Operators," will focus on increasing the number of groups visiting the area.

Also in the works are training sessions to encourage using best practices in digital marketing. These sessions will be interactive and later accessible on the Visit New Haven website. While they are primarily intended for the hospitality industry, a considerable portion of the content will also be relevant to other businesses. We will provide more information about the sessions as we finalize them.

Upcoming Regional Economic Development Forum presentations, October noon via Zoom on the State of the Real Estate Market in Greater New Haven. On October 26 at noon in person at COG, Catherine Marx, the District Director from SBA. She will provide us with an update on the various programs available through SBA,

EDA has extended the grant deadline until summer 2024.

Sincerely,

Ginny Kozlowski  
Executive Director

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