

CRCOG Municipal Services Committee  
Meeting Minutes  
Tuesday, April 8, 2025  
12 pm  
Minutes

**Members and Alternates**

Peter Souza, Chairperson  
Hiram Peck  
Grace Tiezzi  
Jon Colma  
Jim Drumm  
Tom Modzelewski  
Lori Spielman  
Jonathan Luiz  
Kasia Purciello  
Kimberly Lord  
Maria Capriola  
Lauren Rhines  
Tom Fitzgerald  
David Nourse  
Bill Morrison  
Brian Foley  
Megan Massa  
Fred Presley

**Town/Organization**

Windsor  
Avon  
Avon  
Bloomfield  
Coventry  
Ellington  
Ellington  
Glastonbury  
Manchester  
Manchester  
Mansfield  
Newington  
Simsbury  
Southington  
Stafford  
Tolland  
Tolland  
Wethersfield

**CRCOG Staff**

Aaliyah Miller  
Matt Hart  
Robyn Nichols  
Elizabeth Sanderson  
Pauline Yoder  
Caitlin Palmer  
Heidi Samokar  
Jacob Knowlton  
Kyle Shiel

**Guests**

Matthew Morgan

Journey Home

## Minutes

### **1. Call to Order/Introductions**

Chairperson, Mr. Peter Souza called the meeting to order at 12:02 pm.

### **2. Approval of Minutes:**

Ms. Lori Spielman made a MOTION to accept the minutes from the March 11, 2025, meeting. Mr. Jon Colman SECONDED the MOTION and it CARRIED with Ms. Grace Tiezzi abstaining.

### **3. Reports from the Chair and Staff**

- **Committee Chair**
- **Executive Director**

Mr. Matt Hart announced a legislative breakfast scheduled for April 24<sup>th</sup> and encouraged members to attend and invite their legislative delegation.

- **Chief Operating Officer**

Ms. Pauline Yoder announced a Brownfields Forum is scheduled for May 16<sup>th</sup> with registration and invitations to follow soon.

- **Other**
  - **Regional Housing Strategy** (*Heidi Samokar*)

Ms. Heidi Samokar discussed the regional housing strategy, a 20-month project aimed at creating tools for municipalities to advance housing in their communities. The project involves four main areas: a regional assessment and trends analysis, a local housing toolkit, a regional framework for housing, and an implementation plan for CRCOG. Ms. Samokar also mentioned the formation of an advisory committee and a technical advisory committee to guide the project. The project will also involve focus groups and community conversations. Mr. Souza asked about the involvement of business community members in the advisory committee and the details of the multifamily housing survey. Ms. Samokar clarified that the survey is aimed at residents of newer multifamily developments and will gather demographic information. She also mentioned that the project will explore the feasibility of a regional land bank or a regional housing trust.

Mr. Souza discussed the importance of housing as a priority topic for the Metro Hartford Alliance and encouraged the team to tap into the perspectives of the alliance. Ms. Megan Massa raised a question about the feasibility of the 10% threshold for developers, to which Ms. Samokar responded that the team is working with a consultant to determine the ideal percentage for affordable housing. Jon asked about the alignment of this strategy with the state statute requiring a 10% requirement, to which Ms. Samokar clarified that the state statute is a threshold for zoning override, not a mandate.

- **Regional Stormwater Management Study** (*Heidi Samokar*)

Ms. Samokar discussed the progress of the stormwater management study. Ms. Samokar explained that the study, funded by a grant, aims to examine the feasibility of a regional stormwater authority, also known as a stormwater utility. This utility would charge users of the stormwater system a fee, which would be used for stormwater infrastructure, maintenance, and compliance. The study will involve a deep analysis of five communities and public outreach. The project is expected to take about a year to complete.

- **Nutmeg HR Portal** (*Pauline Yoder*)

Ms. Yoder announced that the Nutmeg HR portal is being moved to the current website. The transition is expected to take place within the next three to six months.

#### **4. Business Items**

- **Regional Fair Rent Commission** (*Matt Hart, Pauline Yoder*)

Mr. Hart discussed the possibility of a Regional Fair Rent Commission as a concept that CRCOG is exploring, especially because staffing a fair rent commission can be labor-intensive and challenging to recruit commissioners. In addition, pending legislation could require all towns to have a Fair Rent Commission. He said that Ms. Robyn Nichols conducted a survey of human services coordinating council members. Ms. Yoder

Ms. Yoder stated that the survey conducted among human services coordinating council members, which showed interest from six towns. CRCOG will send a survey all towns to determine the wider interest in this initiative. Ms. Kimberly Lord from Manchester offered to be a resource if the group decides to move forward. Ms. Maria Capriola mentioned that many of the disputes for Mansfield's fair rent commission do not strictly cover fair rent, but deal with landlord/tenant issues and often are mediation efforts.

CRCOG will conduct a broader survey among the 38 towns as a follow-up step.

#### **5. Municipal Information Sharing**

Ms. Lord asked the group regarding the issue of tariff surcharges in quotes and bids. Ms. Yoder shared her experience with Job Order Contracting from a few years ago. Ms. Lord raised a question about handling tariff surcharges in their town, and Mr. Souza suggested reaching out to larger communities for their experiences. CRCOG staff will reach out to the regional purchasing council members for their input on this issue.

Mr. Souza also mentioned a proposed bill related to licensing municipal recreation camps and asked the group to be aware of it. Mr. Jonathan Luiz warned about the potential costs of Senate Bill 10 and 11, which could lead to a 10% increase in health insurance costs.

Mr. Souza also asked the group whether any town was creating a lookup tool to compare assessed values under the new methodology and depreciation schedule with the previous one.

Finally, Mr. Souza announced that the next meeting would be an in-person meeting at CRCOG on May 13th, and he encouraged as many CEOs as possible to attend.

#### **6. Adjournment**

The meeting adjourned at 12:48 PM