

**CRCOG Municipal Services Committee**  
**Virtual Meeting**  
**Tuesday, November 18, 2025**  
**12 pm**

**Minutes**

**Members and Alternates**

Peter Souza, Chairperson  
Grace Tiezzi  
Ryan Curley  
Jon Colman  
Mark Walter  
Jim Drumm  
Lori Spielman  
Jonathan Luiz  
Shay Ajayi  
Kimberly Lord  
Kasia Purciello  
David Porter  
Lauren Rhines  
Andy Cirioli  
Tom Fitzgerald  
David Nourse  
Bill Morrison  
Megan Massa  
Fred Presley

**Town/Organization**

Windsor  
Avon  
Berlin  
Bloomfield  
Columbia  
Coventry  
Ellington  
Glastonbury  
Hartford  
Manchester  
Manchester  
Marlborough  
Newington  
Plainville  
Simsbury  
Southington  
Stafford  
Tollan  
Wethersfield

**CRCOG Staff**

Cheryl Assis  
Kim Bishop  
Kim Bona  
Laura Frankowski  
Matt Hart  
Nick Lanza  
Robyn Nichols  
Caitlin Palmer  
Elizabeth Sanderson  
Kyle Shiel  
Erik Snowden  
Pauline Yoder

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CRCOG Intern  
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**Guests**

None.

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

Acting Chairperson, Ms. Grace Tiezzi, called the meeting to order at 12:07 pm as Chairman Peter Souza arrived late.

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

- **October 14, 2025, Meeting Minutes**

Mr. Jon Colman made a MOTION to approve the minutes of October 14, as presented. Mr. Tom Fitzgerald SECONDED the MOTION, and it CARRIED UNANIMOUSLY with Ms. Megan Massa and Mr. Andy Cirioli abstaining.

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

- **Committee Chair** – None.
- **Executive Director**

Mr. Matt Hart provided updates on policy board matters, including an upcoming orientation for new chief elected officials that will take place in January along with the policy board election of officers at its December board meeting.

Mr. Hart thanked long-time Ellington First Selectwoman, Lori Spielman, for her commitment and service to CRCOG over the years and stated that she will be missed.

- **Chief Operating Officer**- None.
- **Other**

Ms. Kim Bona announced the issuance of bids for CRPC, including gasoline and traffic guidelines, and mentioned ongoing collections for stormwater monitoring services, catch basin cleaning, and portable toilets.

Ms. Robyn Nichols provided updates on the Human Services Coordinating Council's (HSCC) discussion on food assistance and the upcoming meeting on regional housing strategy. She also mentioned the annual meeting of the Regional Waste Authority and a new grant for food waste collection.

## **4. Business Items**

- **Regional Fair Rent Commission (FRC) Survey Results and Draft Model Ordinance**

Mr. Nick Lanza and Ms. Elizabeth Sanderson presented the results of the FRC survey with the committee, stating that 21 responses were received from towns across the region. The presentation outlined opportunities for CRCOG to support local commissions through training, templates, and other resources. Next steps include a kickoff meeting on December 9th for those interested in a regional shared model, reviewing a model ordinance, and connecting municipal staff with the Connecticut Fair Rent Commission Network. Discussion followed.

- **CRCOG Annual Meeting Town Awards**

Mr. Hart announced plans to reinstate annual awards for towns and individuals demonstrating regional cooperation and outstanding contributions, with the CRCOG Foundation offering to sponsor and help evaluate applications. Discussion followed.

## **5. Municipal Information Sharing**

Committee members discussed municipal information sharing, including Community Connectivity Grant Awards and the potential for towns to share staff for economic development initiatives. Mr. Hart mentioned that CRCOG has recently partnered with CT Main Street, offering new programs and initiatives to member towns.

## **6. Future Agenda Items**

- **2026 MSC Meeting Schedule**
- **Regional Stormwater Authority Study**
- **Regional Economic Development Initiatives**
- **Other?**

## **7. Adjournment**

With no further business, Acting Chairperson Tiezzi entertained a motion to adjourn at 12:40 pm.

**The next CRCOG Municipal Services meeting will be  
VIRTUAL on December 9, 2025.**