

SECT COUNCIL OF GOVERNMENTS

BUDGET REQUEST

FY2023

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360
(860) 889-2324/Fax: (860) 889-1222/Email: office@seccog.org

December 22, 2021

Mr. Rob Brule, First Selectman
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

Dear Mr. Brule:

SUBJECT: SCCOG Municipal Dues

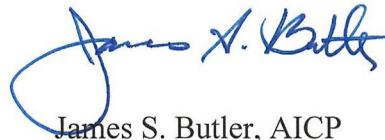
At its meeting on December 15th, the Southeastern Connecticut Council of Governments adopted a schedule of municipal dues for FY 2022-2023. The municipal dues are based on a rate of \$0.55 per capita, using 2020 U.S. Census population data. Based on these actions, the membership dues for the Council for FY 2022-2023 from Waterford are \$10,764.

In addition, the Council is requesting all of its members to provide the second installment of a voluntary assessment using ARPA Funding to support the retention of a Regional Recovery Coordinator. Waterford's requested voluntary assessment from ARPA Funding is \$9,103. An invoice for both of these contributions will be sent to you in July.

I am enclosing for your information copies of the Council's schedule of municipal dues and the FY 2022-2023 budget. We have previously provided you a copy of the adopted work program for FY 2023, and the Council's annual report for 2021. Should you need additional copies of these, or have any questions, please feel free to contact me.

I look forward to working with you on important regional matters during the year ahead.

Sincerely,



James S. Butler, AICP
Executive Director

JSB/wl
Enclosures

Member Municipalities: Bozrah * Colchester * East Lyme * Franklin * Griswold * Borough of Jewett City * City of Groton * Town of Groton * Lebanon * Ledyard * Lisbon * Montville * New London * North Stonington * Norwich * Preston * Salem * Sprague * Stonington * Stonington Borough * Waterford * Windham

*If language assistance is needed, please contact SCCOG at 860-889-2324, office@seccog.org
Si necesita asistencia lingüística, por favor comuníquese a 860-889-2324, office@seccog.org.
如果您需要语言帮助, 请致电 860-889-2324 或发送电子邮件至 office@seccog.org.*



TOWN OF WATERFORD
15 Rope Ferry Road
Waterford, CT 06385
860-442-0553

SOCIAL SERVICES GRANT FUNDING REQUEST

ORGANIZATION NAME: Southeastern CT Council of Governments
REQUEST DATE (FISCAL YEAR): 2022 - 2023
REQUESTED AMOUNT: \$10,764.00 Municipal Dues; \$9,103.00 Voluntary Assessment (ARPA)

BENEFIT STATEMENT (Describe how these funds will be used)

The Southeastern Connecticut Council of Governments is composed of the 22 municipalities in the region. The dues requested from municipalities reflects 8% of the SCCOG's total budget, thereby leveraging other sources of funding to support the regional services, coordination, and programs that the SCCOG's staff provides the municipal members.

Per Town of Waterford Budget Guidelines: please attach a certified audit report of all funds appropriated during the last completed fiscal year to your funding request.

DECLARATION

I, the requester, understand that I am requesting public funds from the Town of Waterford. I declare that this request does not pose any potential conflict with the Town of Waterford and I will provide any documentation requested by the Town of Waterford to authorize funding this request or review the appropriateness of the request.


Signature

12/22/2021

Date

TABLE 5

SCHEDULE OF MUNICIPAL CONTRIBUTIONS**1 JULY 2022 - 30 JUNE 2023****Southeastern Connecticut Council of Governments****Adopted: December 15, 2021****ARPA Funds Voluntary Assessment Recommended: July 21, 2021**

Municipality	Date Received	Contribution Amount	Date Received	Voluntary Assessment	Total Amount Due
Bozrah		\$1,336		\$1,324	\$2,660
Colchester		\$8,555		\$7,677	\$16,232
East Lyme		\$10,281		\$8,965	\$19,246
Franklin		\$1,025		\$932	\$1,957
Griswold		\$4,040		\$3,969	\$8,009
Groton City		\$5,163		\$4,327	\$9,490
Groton Town		\$15,963		\$14,091	\$30,054
Jewett City		\$1,830		\$1,632	\$3,462
Lebanon		\$3,928		\$3,469	\$7,397
Ledyard		\$8,477		\$7,100	\$15,577
Lisbon		\$2,307		\$2,049	\$4,356
Montville		\$10,113		\$8,987	\$19,100
New London		\$15,052		\$13,042	\$28,094
North Stonington		\$2,832		\$2,523	\$5,355
Norwich		\$22,069		\$18,826	\$40,895
Preston		\$2,633		\$2,246	\$4,879
Salem		\$2,317		\$1,983	\$4,300
Sprague		\$1,632		\$1,388	\$3,020
Stonington Borough		\$537		\$429	\$966
Stonington Town		\$9,547		\$8,583	\$18,130
Waterford		\$10,764		\$9,103	\$19,867
Windham		\$13,434		\$11,927	\$25,361
TOTAL		\$153,835		\$134,571	\$288,406

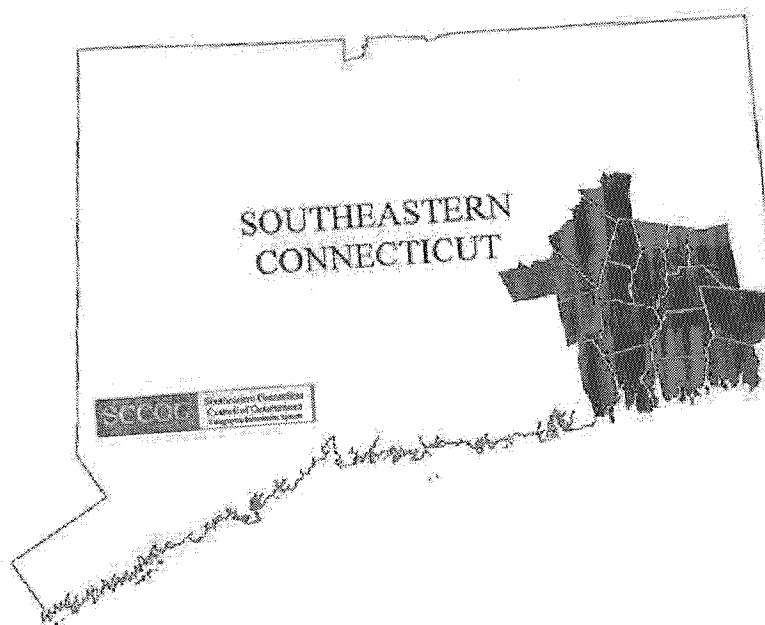
Note: Based on a per capita contribution of \$0.55, using municipal population figures from the 2020 Census. (The proposed per capita contribution was increased by 5¢ in FY 2013. The rate of \$.50 had remained the same for the prior six fiscal years) For FY 2023, population figures from the 2020 Census were available for the first time, resulting in minor adjustments to contribution amounts.

Note: Annual Voluntary Assessment is 0.25% of County Allocation of ARPA Funding to each Municipality as recommended by the SCCOG in July, 2021. This assessment will be requested in Fiscal Years 2022, 2023, 2024, and 2025.

TABLE 1
PROPOSED OPERATING BUDGET, 1 July 2022 - 30 June 2023
Southeastern Connecticut Council of Governments
Adopted: December 15, 2021

	Adopted
Budget Items:	FY 2023
STAFF:	
Salaries	\$851,728
FICA, Insurance, Retirement	\$348,940
Subtotal:	\$1,200,668
SUBCONTRACTORS:	
Computer Services	\$3,000
Professional Services (general)	\$1,000
Planning Consultant, Lisbon	\$70,000
Planning Consultant, Sprague	\$9,000
Property Survey Index Consult. (online Hosting only)	\$14,500
Regional Building Official Consultant	\$15,000
DEMHS Financial Consultant	\$23,500
JLUS Consultant	\$0
Transportation Engineering Consultant	\$137,000
Hazard Mitigation Plan Consultant	\$150,000
Subtotal:	\$423,000
OTHER:	
Office Maintenance/Utilities	\$30,000
Supplies	\$6,000
Equipment, Rental/Maintenance	\$7,000
Equipment, Miscellaneous	\$1,500
Equipment, Capital (incl. computers & software)	\$10,000
Phones, Mail, Internet	\$5,000
Insurance, Bond	\$18,000
Printing	\$200
Travel	\$1,500
Conference Expenses	\$1,500
Staff Expenses	\$500
Books, Subscriptions, Dues	\$6,000
Audit, Accounting, Legal	\$35,500
Advertising	\$500
Capital Fund	\$50,000

UNIFIED PLANNING WORK PROGRAM
SOUTHEASTERN CONNECTICUT PLANNING REGION
1 JULY 2021 - 30 JUNE 2023



Adopted: April 21, 2021

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS
5 Connecticut Avenue, Norwich, Connecticut 06360

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INTRODUCTION

The Southeastern Connecticut Council of Governments (SCCOG) is the region's Metropolitan Planning Organization (MPO). It was formed through local initiative to provide a basis for intergovernmental cooperation in dealing with a wide range of issues facing Southeastern Connecticut. The Council was organized in October of 1992 through the adoption of ordinances for this purpose by the original twenty towns, cities, and boroughs of the region. It succeeded its predecessor agency, the Southeastern Connecticut Regional Planning Agency (SCRPA), which had been in existence since January 1961. Its current twenty-two member municipalities include: Bozrah, Colchester, East Lyme, Franklin, Griswold, City of Groton, Town of Groton, Borough of Jewett City, Lebanon, Ledyard, Lisbon, Montville, New London, North Stonington, Norwich, Preston, Salem, Sprague, Borough of Stonington, Stonington, Waterford and Windham. It also counts, as affiliate non-voting members, two federally recognized Native American Tribes: The Mashantucket Pequot Tribal Nation and the Mohegan Tribe.

This Unified Planning Work Program, prepared and adopted in accordance with federal code (23CFR Part 450.308) describes all urban transportation planning activities anticipated to be undertaken by the Southeastern Connecticut Council of Governments in FY 2022 and FY 2023. The UPWP is designed to respond to identified transportation-related needs. It addresses both highway and transit issues facing the region at this time. The UPWP contains a description of SCCOG's transportation planning process; a description of planning tasks to address the region's major planning issues; a financial summary that breaks out federal, non-federal, and carryover funds by task; and a description of general duties for each SCCOG staff.

SCCOG's proposed FY 2022-2023 Work Program has been developed through internal discussion among its staff and between the staff and the policy board. External views have been solicited from local officials, and the public will be afforded an opportunity to review and comment on the proposed content of the program during a noted public comment period. The UPWP will be acted upon by the SCCOG at their 04/21/19 meeting.

SCCOG TRANSPORTATION PLANNING PROCESS

As the federally designated transportation planning agency for southeastern Connecticut, SCCOG conducts its transportation planning process in accordance with the federal "3-C Planning Process", ensuring that this process is continuing, cooperative, and comprehensive. The process adheres to federal regulations contained in the Moving Ahead for Progress in the 21st Century Act (MAP-21) and in the Framing America's Surface Transportation Act (FAST ACT). The primary tasks in SCCOG's transportation planning process are:

- Prepare and maintain the region's Metropolitan Transportation Plan (MTP) which covers a 25-year horizon.
- Prepare, maintain, and amend as needed the region's Transportation Improvement Program (TIP) that allocates federal transportation funding over a five-year period, and which is consistent with the State's Transportation Improvement Program (STIP).

- Monitor and assess highway system performance, including collection and analysis of transportation system data.
- Develop and maintain a regional Geographic Information System (GIS) to support the transportation planning process.
- Prepare, maintain, and implement a Congestion Management Plan (CMP).
- Plan for and recommend multi-modal transportation options including bus, rail, pedestrian, bicycle, waterborne, air, and freight.
- Consult and coordinate with other agencies and stakeholders involved in the region's transportation systems.
- Provide technical assistance to Southeast Area Transit (SEAT) the region's primary bus transit provider.
- Provide technical assistance to the region's human service transportation providers including the Eastern Connecticut Transportation Consortium (ECTC).
- Provide technical assistance to the region's municipalities including scoping projects for funding assistance under the Surface Transportation Program (STP), Local Transportation Capital Improvement Program (LOTICIP), Congestion Mitigation and Air Quality (CMAQ), Transportation Alternative Program (TAP), and others.
- Participate in incident management and emergency planning activities that involve the region's transportation system, including identifying transportation security issues and critical transportation infrastructure.
- Conduct and maintain a public participation process to ensure that no person is excluded from participation or denied benefits as required by SCCOG's Title VI, LEP, and Environmental Justice policies.

PLANNING FACTORS

The Federal Transportation Act, Fixing America's Surface Transportation (FAST Act), identifies ten primary planning factors to guide the MPOs planning process. SCCOG conducts its transportation planning to incorporate these guiding national principles, defined as follows:

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 and Conservation.** 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.** Enhance the integration and connectivity of the transportation system across and between modes for people and freight.

7. **System Management.** Promote efficient system management and operation.
8. **System Preservation.** Emphasize the preservation of the existing transportation system.
9. **System Resiliency and Reliability.** Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation.
10. **Travel and Tourism.** Promote and enhance travel and tourism.

SIGNIFICANT ISSUES/ACTIVITIES FOR FY 2022 and 2023

Listed below are some of the major issues or activities that SCCOG will be involved in the two-year period covered by this document. Some involve new activities, while others continue activities begun in prior years.

- **Metropolitan Transportation Plan**
A major re-write of the Plan was undertaken in FY 2019. During the period covered by this UPWP, new policies and programs in the Plan will be implemented, including Performance Measures and Targets as required by MAP-21 and FAST Act. Amendments to the Plan will be made as needed, with significant changes requiring additional air quality conformity findings. Work will begin on updating the Plan which is due in 2023.
- **Continued Emphasis on Transit Improvements**
SCCOG will continue to strive to work closely with SEAT, and in a coordinating role with the other three transit districts serving the region (CT Transit, Windam Region Transit and Estuary Transit), the 22 towns in the region and the Connecticut Department of Transportation (CTDOT) toward expansion of the region's transit system; will continue to work on the implementation of the Locally Coordinated Public Transit Human Services Transportation Plan (LOCHSTP); and will remain active in rail issues including the expansion of passenger and commuter rail service to southeastern Connecticut.
- **Comprehensive Operational Analysis**
SCCOG will continue to work with SEAT to see implemented the recommendations of a Comprehensive Operation Analysis (COA) for SEAT, which was completed and adopted by the SEAT Board of Directors in 2016, and which was updated by a separate SCCOG study (JLUS Implementation Study) in 2019. During this period, SCCOG plans to work with SEAT to prepare an update to the COA including new travel model data and survey.
- **Significant Highway Initiatives**
SCCOG will continue to work toward implementation of major regional initiatives such as the Route 2/2A/32 corridor project, improvements to I-95, and upgrades to Route 85.
- **Congestion Management**
SCCOG was designated a Transportation Management Area (TMA) in 2013. SCCOG must now prepare and keep up-to-date Congestion Management Process (CMP) strategy reports, including regional and multimodal options. SCCOG will continue to develop eight elements: develop regional objectives for congestion management; determine the CMP network in the region for both highway and transit; develop multi-modal performance measures; define congestion for both measured parameters and thresholds; develop strategies to address congested links; implement strategies both long-range and short-term; monitor the network; and evaluate strategy effectiveness, and share specialized traffic information with CTDOT.

- **Public Involvement Process**
SCCOG will continue to conduct its transportation planning program in a transparent manner, making increased use of its website and social media to provide information and documents to the residents of southeastern Connecticut. SCCOG will periodically assess the effectiveness of this process to ensure that it reflects the requirements of MAP-21 and the FAST Act.
- **Title VI and Environmental Justice**
SCCOG will continue to develop its Title VI Plan and necessary documents to ensure full compliance with Title VI of the Civil Rights Act of 1964, as amended.
- **Climate Change and Resiliency**
SCCOG will work in cooperation with CTDOT and other agencies to improve transportation system resiliency and reliability in the face of climate change, sea level rise, and severe storm events.
- **Performance Based Planning and Programming**
SCCOG will endeavor to develop and implement a performance management approach to its transportation planning and programming that supports the achievement of transportation system performance outcomes, as required by MAP-21 and FAST Act.
- **Models of Regional Planning**
SCCOG will promote cooperation and coordination across MPO and State boundaries where appropriate to ensure a regional approach to transportation planning. SCCOG's transportation plan, studies, and projects will be coordinated across adjacent MPO and State boundaries.
- **Ladders of Opportunity**
SCCOG will identify connectivity gaps in access to essential services including housing, employment, health care, schools, and recreation especially by traditionally underserved populations. Performance measures and analytical methods will be developed to identify and work toward finding solutions that address these gaps.
- **Transit and Affordable Housing**
SCCOG will identify areas, including reclaimed brownfields, in the vicinity of existing and proposed rail and bus stops that may be suitable for affordable housing.
- **Livability**
SCCOG will, through its general planning and transportation planning process, strive to promote safe, livable communities, environmental sustainability, and economic vitality.
- **Performance-Based Planning**
SCCOG will coordinate with CTDOT to develop performance targets in the national priority areas by associated deadlines per MAP-21 and FAST Act.
- **Planning and Environmental Linkages (PEL)**

The SCCOG will participate in any PEL conducted by CTDOT to identify transportation issues and environmental concerns prior to construction phasing.

TASK 1: MANAGEMENT OF THE PLANNING PROCESS**Objectives:**

1. Manage the transportation planning program so as to assure that tasks are completed in a technically competent manner, on schedule and within the overall funds available for transportation planning.
2. Prepare and submit to CTDOT financial and narrative reports during the course of the program, completion reports at the end of the project and an independent audit within 90 days of the completion of the projects.
3. Assure that transportation planning is conducted as a continuing process by preparing a Unified Planning Work Program for FY 2024 and 2025.
4. At the policy board level, adopt documents to meet federal and state requirements for maintaining the transportation planning program. They include: the Metropolitan Transportation Plan; the Regional Transportation Improvement Program; the annual self-certification of the planning process; the State Implementation Plan Conformancy Statement; the policy statement on involvement of private enterprise in the transportation planning process.
5. Work to see implemented the recommendations of the Comprehensive Operational Analysis and future updates to the COA for SEAT.
6. Provide staff assistance to the Eastern CT Workforce Investment Board (EWIB) for the region's LOCHSTP program. This program is part of SCCOG's Human Services Transportation planning element.

Major Activities:

1. Detail the scope of the planning tasks to be performed in FY 2022 and FY 2023.
2. Establish staff and budget requirements for each task and refine the work schedule.
3. Monitor progress on the program, identify problems at an early stage, and take necessary corrective action.
4. Maintain financial records and monitor expenditures. Take corrective action, as necessary. Schedule the completion of an independent audit by 9/30/22 and 9/30/23.
5. Submit monthly and/or quarterly financial and narrative progress reports to CTDOT. Submit a completion report at the end of the project.
6. Prepare and adopt the FY 2024-2025 Unified Planning Work Program (by June 2023).
7. Solicit views on transportation issues or problems in designing the FY 2024 and 2025 Unified Planning Work Program. Prepare the program for public review and adopt the UPWP by the Council's June 2023 meeting. Based on the adopted UPWP, apply for and execute contracts for transportation planning funds from CTDOT.
8. Amend the 2019 Metropolitan Transportation Plan (scheduled for update in FY 2023) as needed. Analyze and adopt performance measure targets as appropriate. As necessary throughout the year, amend the regional Transportation Improvement Program and adopt a comprehensive update

of the TIP (May/June 2022 and 2023). Coordinate with CTDOT on the development of an electronic STIP/TIP.

9. Adopt a self-certification of the planning process (May/June 2022 and 2023); a State Implementation Plan Conformancy Statement (May/June 2022 and 2023); and, as necessary, amend the policy statement on the participation of private enterprise operators in the planning process.
10. Ensure that the Southeast Area Transit (SEAT) District continues to be represented on the MPO policy board by members of the SEAT board.
11. Manage consultant services which, on some tasks, will be used to supplement SCCOG staff. In these instances, SCCOG will use a Qualifications Based Selection (QBS) process and will comply with all Federal and State requirements.

Products:

1. Financial records will be maintained. An independent audit will be completed by 30 September 2022 and 2023.
2. Monthly, quarterly, and final financial and narrative reports will be prepared and submitted to CTDOT, as required.
3. Minutes will be maintained for all transportation-related meetings, including agency meetings, public hearings, workshops, and informational meetings.
4. The Unified Planning Work Program for FY 2024-2025 will be published.
5. The adopted Metropolitan Transportation Plan and the Regional Transportation Improvement Program will be published.
6. The self-certification of the planning process and the State Implementation Plan Conformancy Statement will be published.

TASK 1: Management of the Planning Process:

Staffing & Other Costs:	FY 2022		FY 2023		FY 2019 Carryover	
SCCOG Salaries:	704 hrs	\$33,793	700 hrs	\$33,490	0 hrs	\$ 0
BF&O:		35,200		35,503		0
Total:	704 hrs	\$68,993	700 hrs	\$68,993	0 hrs	\$ 0

Financial Responsibility Estimated Cost, \$:	FY 2022		FY 2023		FY 2019 Carryover	
	PL/FTA	Total	PL/FTA	Total	PL/FTA	Total
Federal	55,195	55,195	55,195	55,195	0	0
CTDOT	6,899	6,899	6,899	6,899	0	0
SCCOG	6,899	6,899	6,899	6,899	0	0
GRAND TOTAL:	68,993	68,993	68,993	68,993	0	0

Functional Responsibility – Estimated Cost, \$:

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWN	CONSULT	OTHER	TOTAL
FY 2022	0	68,993	0	0	0	0	68,993
FY 2023	0	68,993	0	0	0	0	68,993
FY 2019 Carryover	0	0	0	0	0	0	0

TASK 2: DATA COLLECTION/ANALYSIS**Objectives, Highway:**

1. Develop, analyze and apply performance data and other information developing plans and programs, as well as in evaluation of grant applications.
2. Improve the capability of the Council's staff to use computers in the transportation planning program, including further development of the region's Geographic Information System (GIS) as well as other software applications.
3. Add to the data base used for transportation planning.
4. Identify transportation network congestion and safety deficiencies.
5. Develop a closer integration/coordination between land use and transportation planning.
6. Plan for operating costs, maintenance of the system and system preservation costs, and new capital investments.
7. Work with CTDOT to assimilate data concerning freight movement and freight facilities within the region.
8. Continue the formulation of a Performance-Based Planning model for the region, in conformance with the requirements of MAP-21 and FAST Act.

Objectives, Transit:

1. Improve the capability of the Council's staff to use computers in the transit planning program, including GIS.
2. Add to the data base used for transit planning.
3. Update transit performance, productivity, and financial data.

Major Activities: *Consultant services will be used to supplement SCCOG staff.*

1. Maintain and continue to employ the SCCOG's GIS as the primary source of transportation data and planning. Gather data needed for transportation planning; add new information to the region's data base. Specific area of data gathering will include: monitoring commuter lot usage; traffic volume counts; review of traffic and accident data provided by CTDOT; conducting Highway

Performance Monitoring System and Section 536 surveys of local government; gathering transit system usage and financial data; and land use and zoning information.

2. Collect and analyze traffic data for Congestion Management Process.
3. Coordinate completion of Section 536 reports on capital expenditures on local roads; the collection of pavement and signalization data for HPMS selections on local roads.
4. Provide to CTDOT all 24-hour traffic count data collected by SCCOG.
5. Assist CTDOT in updating its Land Use Forecast files.
6. Coordinate with CTDOT on issues related to the 2020 Census and the related Census Urban Transportation Planning Package.
7. Assist the Bureau of the Census in disseminating information when available from the 2020 Census. Review, adjust, and incorporate any changes to Urbanized Areas (UZA) and Transportation Management Area (TMA) boundaries resulting from the 2020 Census.
8. Work with CTDOT, develop performance targets in the national priority areas per MAP-21 and FAST Act.
9. Collect and analyze public opinion on transportation issues in the region.
10. Disseminate and incorporate data from the Regional Transportation Safety Plan, Southeastern Region adopted by the SCCOG in January, 2021.

Products:

1. Council staff will continue to improve its skills in the use of computers, including its Geographic Information System. Using an OPM funded Regional Performance Incentive Program grant, the SCCOG created a regional web-based GIS in 2009.
2. The computerized and GIS data bases will be expanded. An online property survey index was created and placed online in 2017.
3. New data will be added to the files and will be analyzed. In some cases, brief summary reports will be published.
3. Performance targets have been adopted and will be used to evaluate the effectiveness of proposed transportation projects in the region.

TASK 2: Data Collection/Analysis:

Staffing & Other Costs:	FY 2022		FY 2023		FY 2019 Carryover	
SCCOG Salaries:	576 hrs	\$27,640	548 hrs	\$27,401		
BF&O:		28,809		29,408		
Consultant Costs:		0		0		23,037
Total:	576 hrs	\$56,449	548 hrs	\$56,449		\$23,037

Financial Responsibility Estimated Cost, \$:	FY 2022		FY 2023		FY 2019 Carryover	
	PL/FTA	Total	PL/FTA	Total	PL/FTA	Total
Federal	45,159	45,159	45,159	45,159	18,429	18,429
CTDOT	5,645	5,645	5,645	5,645	2,304	2,304
SCCOG	5,645	5,645	5,645	5,645	2,304	2,304
GRAND TOTAL:	56,449	56,449	56,449	56,449	23,037	23,037

Functional Responsibility – Estimated Cost, \$:

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWN	CONSULT	OTHER	TOTAL
FY 2022	0	56,449	0	0	0	0	56,449
FY 2023	0	56,449	0	0	0	0	56,449
FY 2019 Carryover	0	0	0	0	23,037	0	23,037

TASK 3: PLANNING ACTIVITIES

Objectives, Highway:

1. Improve coordination on transportation matters with federal, state, local, and tribal agencies.
2. Annually review the 2019 Metropolitan Transportation Plan (MTP) for any needed amendments; begin comprehensive update to the plan due in 2023.
3. Advocate for additional ITS implementation along the region's major interstate highways.
4. Plan for the safety and security of the region's highway system, in light of the numerous strategic assets located in southeastern Connecticut.
5. Develop an Operations and Management Strategy for the region's highway network, with a focus on mobility and safety.
6. Continue to include truck, rail, and maritime freight movement in the region's Metropolitan Transportation Plan. Multi-modal options will be considered and included in the region's transportation planning program.
7. Work to implement the Bike/Pedestrian Plan for the region, which was adopted by the SCCOG in 2019.
8. Prepare plans that address and assist SCCOG member municipalities in addressing the reduction and mitigation of storm water impacts from roads.
9. Complete and assist the City of Groton in implementing the DOD JLUS funded parking management plan in the City of Groton.

Objectives, Transit:

1. Assess the need for demand-response transportation services to supplement fixed-route transit, as has been implemented in the Town of Stonington and which is being considered in New London.
2. Cooperate with CTDOT to assess a range of alternatives for dealing with traffic associated with casinos, Electric Boat, and other major traffic generators in the region.
3. Assure that the transit element of the Metropolitan Transportation Plan and the regional Transportation Improvement Program meet FAST Act, CAAA and ADA requirements, respond to current needs and reflect available resources.
4. Continue to assist in implementation of the Comprehensive Operational Analysis previously prepared for SEAT.
5. Working with SEAT, and after updating the Comprehensive Operation Analysis, develop an Operation and Management Strategy for transit including an examination of institutional arrangements relating to bus stops, signage, and shelters.
6. Identify rail parking needs and consider rail and other multi-modal interface improvements, including new stations being contemplated in the region at Niantic, Groton, and Stonington.
7. Working with the Southeastern Connecticut Housing Alliance (SECHA), identify and support affordable housing opportunities that are located along transit routes and in the vicinity of rail and busway stations.
8. Continue to support and promote the region's multi-modal transportation center in New London, including the anticipated location of the National Coast Guard Museum at that location, which is expected to be a large tourist attraction and significant traffic generator.
9. Assist in the management and oversight of the Jobs Access and Reverse Commute Program ensuring that the brokered services are cost-efficient and meet the needs of the low income population. This program has become part of the LOCHSTP program.
10. Remain ready to assist in the planning for and enhancement of travel to and from the development of the Preston Riverwalk property in Preston as a multi-use and tourist attraction.

Major Activities: *Consultant services will be used to supplement SCCOG staff.*

1. Coordination: Coordinate and cooperate with other public and private agencies to encourage consistent planning for the region and the implementation of programs and projects of benefit to the region.
2. Transportation Plan: Continue to implement the 2019 Metropolitan Transportation Plan, including a transit element with a LOCHSTP Plan. In developing the Plan special attention was paid to:
 - Environmental mitigation issues, including air quality and climate change, in consultation with the relevant regulatory agencies.
 - Fiscal constraint must be confirmed for capital projects and for system O and M activities covered in the Plan.
 - Through the planning process, examine local/state land use management practices, natural and historic resources. Other agencies will be consulted during the development of the

- Plan, which will be coordinated with available conservation plans, maps, and inventories of historic and natural resources.
- Environmental Justice, where projects adversely impact low income or minority neighborhoods.
 - Safety and security issues with respect to the transportation system.
 - Development of strategies for capital and operational improvements which are needed to preserve the existing highway and transit systems; recommend updates to ITS architecture, including transit ITS.
 - Where applicable, scenario plans have been prepared and included in the Plan.
 - The resiliency and reliability of the region's transportation system in light of the impacts associated with climate change.
3. Transportation Improvement Program: As needed, update the regional Transportation Improvement Program to provide a fiscally-constrained, five-year schedule of anticipated transportation system improvement costs to be federally funded. During these updates, appropriate environmental justice analyses will be performed. Adopt the updated TIP.
 4. Environmental and Air Quality: Respond to transportation planning requirements of the Clean Air Act Amendments and of FAST Act. Consider the impact of the transportation system on air quality within the region. All planning studies conducted shall be coordinated with the NEPA process.
 5. Casino and other Major Traffic Generator Impact: Continue casinos and other large traffic generators impact response: monitor expansion and their impact on the transportation system; conduct traffic surveys; participate with CTDOT in the evaluation of and planning for transportation system improvements in the casinos impact corridors; as needed, assist municipalities in responding to land use/transportation impacts.
 6. Ramp-up in Submarine Ship Building: Complete the Joint Land Use Study (JLUS) Implementation project which analyzes and provides a parking management plan for the increased parking required with the ramp-up in submarine ship building at Electric Boat in the City of Groton. Work with CTDOT, SEAT, and other agencies to mitigate/address the impacts on the region's roads, parking facilities, and transit. This project was funded (\$265,874) by the U.S. Department of Defense, Office of Economic Adjustment in FY 2021.
 7. Project Monitoring: Monitor and, as appropriate, take action regarding: Port of New London improvements; the Groton-New London Airport; casino traffic impact; potential transportation centers in Niantic, Groton, Mystic, Westerly, RI, and the Regional Intermodal Transportation Center and anticipated location of the National Coast Guard Museum in New London; the NEC Future Plan and other AMTRAK plans and their impact on southeastern Connecticut.
 8. Congestion Management: Continue to work with CTDOT on the development of Congestion Management Process (CMP) strategies including determination of the CMP network in the region, defining congestion, identifying congested links, developing and implementing strategies to address congested links, and monitoring the network. Conduct the Congestion Mitigation Process (CMP) consistent with the eight elements contained in FHWA's CMP Guidebook.
 9. Work to ensure that the issues of safety and security have been considered and made an integral part of all planning efforts and project development activities. Safety and security goals and strategies will be reviewed, critical facilities and transportation systems will be identified, and the role of various players in promoting security will be defined. The recently adopted Regional Transportation Safety Plan, Southeastern Region will be incorporated into the Metropolitan Transportation Plan, and will be updated every five years.

10. Elicit grant applications from the region's municipalities for the FHWA Local Road Accident Reduction Program and ensure that they are consistent with the goals and objectives of the adopted 2019 Metropolitan Transportation Plan.
11. Assist CTDOT in examining options for value pricing as a congestion management and revenue raising strategy.
12. Conduct regional studies/planning activities, to be prepared in accordance with NEPA requirements.
 - Cooperate with CTDOT in completing an air quality assessment of the Metropolitan Transportation Plan and Transportation Improvement Program and coordinate with the Connecticut Department of Energy and Environmental Protection (DEEP) on the State Implementation Plan (SIP).
 - Assist with the Clean Cities Program in the region, with special emphasis on implementing an alternative fuels bus demonstration project.
 - Cooperate with CTDOT, the management of casinos, and the Mashantucket Pequot and Mohegan Indian Tribes in developing strategies to manage casino impact on the region's transportation system.
 - Assist SEAT and others in developing transit services to serve the region's expanding tourism industry, including an update of the Comprehensive Operational Analysis (COA).
 - Coordinate with CTDOT efforts to examine methods to move freight to and through the region, reducing the impact of freight movement on highway traffic.
 - Coordinate with CTDOT and administer the preparation of corridor studies, including approved studies of Route 32 in New London and Route 161 in East Lyme.
 - Initiate and coordinate other planning studies if funding available including a route and facility planning study for the Eastern Shoreline Path (ESP); a study of Water Street from Governor Winthrop Boulevard to Williams Street underpass in New London; study of the Route 1 intersection in the Pawcatuck section of Stonington; a CMP corridor study of Bank Street, Truman Street, Jay Street, Huntington Street in New London; and other planning studies as requested by SCCOG member municipalities, including possible bicycle route studies and streetscape improvement studies.
13. Participate in initiatives that address livability issues including implementation of the TOD recommendations of the Regional Intermodal Transportation Center Study; smart growth efforts planned and underway in the regions' towns; planning for bike/pedways; and planning for additional commuter rail service (i.e. SLE) to and from the region.
14. Assist SEAT in pursuing the recommendations of the Comprehensive Operational Analysis and initiate an update to this analysis.
15. Implement the corrective actions and recommendations resulting from the TMA planning certification review completed in August, 2020; coordinate regularly with FHWA on TMA best practices.
16. Freight planning in southeastern Connecticut will focus on both pass-through and localized generated freight. Pass-through freight will focus on the key highway interstate corridors of I-95 and I-395 as well as secondary arterials that include State Routes 2, 6, and 85. Equally important will be the examination of the region's three rail corridors, the New England Central rail line on the west side of the Thames River, the Providence and Worcester rail line which runs on the east side of the river, and the Northeast Corridor rail line. Toward this end, outreach will be initiated and include regular communications with shippers and carriers, in an effort to better understand and analyze the freight operations specific to the region. Additionally, this region expects to be

working in close cooperation with CTDOT's freight planning initiative to add additional efficiency to the analysis process.

Products:

1. The Metropolitan Transportation Plan and the regional Transportation Improvement Program, including transit elements, will be readied for update by their respective deadlines for doing so. These documents will be in conformance with the requirements of MAP-21 and FAST Act, including Performance Measures and Targets.
2. A Congestion Management Process (CMP) will be maintained and made public, and will include regional and multimodal options. The CMP incorporates the eight elements contained in FHWA's CMP Guidebook including: development of regional objectives for congestion management; determine the CMP network in the region; development of multimodal performance measures; collection of data and monitoring system performance; analysis of congestion problems and needs on road links; programing and implementation of both short-range and long-range strategies, included in the Metropolitan Transportation Plan and TIP; and evaluation of strategy effectiveness through network monitoring.
3. Regional studies will be published and made public including the DOD JLUS funded parking management plan for the City of Groton, and two corridor studies: one on Route 161 in East Lyme and one on Route 32 in New London. Other planning studies and reports will be published and made available when completed.
4. An inventory of freight corridors and facilities will be developed and forecasts of the carrying capacities by mode will be made. Toward this end, outreach will be initiated and include regular communications with shippers and carriers, in an effort to better understand and analyze the freight operations specific to the region.
5. The recently adopted Regional Transportation Safety Plan, Southeast Region, prepared in accordance with the Strategic Highway Safety Plan, will be included/referenced as a component of the Metropolitan Transportation Plan.

TASK 3: Planning Activities:

Staffing/Other Costs:	FY 2022		FY 2023		FY 2019 Carryover	
SCCOG Salaries:	3,179 hrs	\$152,621	3,008 hrs	\$150,416		
BF&O:		158,986		160,691		
Travel (Mileage Reimbursement)		2,000		2,500		
Consultant Costs:		0		0		100,000
Total:	3,179 hrs	\$313,607	3,008 hrs	\$313,607		\$100,000

Financial Responsibility Estimated Cost, \$:	FY 2022		FY 2023		FY 2019 Carryover	
	PL/FTA	Total	PL/FTA	Total	PL/FTA	Total
Federal	250,885	250,885	250,885	250,885	80,000	80,000
CTDOT	31,361	31,361	31,361	31,361	10,000	10,000
SCCOG	31,361	31,361	31,361	31,361	10,000	10,000
GRAND TOTAL:	313,607	313,607	313,607	313,607	100,000	100,000

Functional Responsibility - Estimated Costs, \$:

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWN	CONSULT	OTHER	TOTAL
FY 2022	0	313,607	0	0	0	0	313,607
FY 2023	0	313,607	0	0	0	0	313,607
FY 2019 Carryover	0	0	0	0	100,000	0	100,000

TASK 4: OTHER TECHNICAL ASSISTANCE**Objectives, Highway:**

1. Assist federal and state agencies, local officials, private organizations, and individuals concerned with transportation problems.
2. Assist towns in studying specific emerging transportation technologies and mode, particularly as they relate to local responsibility.
3. Assist towns in their bike-pedestrian planning efforts, including the planning for bike-pedestrian facilities.
4. Assist SCCOG towns in funding transportation needs using LOTCIP, STP, and other federal and state funds available to the region.
5. Assist SCCOG towns with more than 50 employees to create ADA Transition Plans.

Objectives, Transit:

1. Assist Southeast Area Transit to improve its functional and management efficiency.
2. Assist in improving the delivery of paratransit services to the elderly and disabled, within the context of the state action plan for such services, and to meet the requirements of The Americans With Disabilities Act, including assistance to the Eastern Connecticut Transportation Consortium.

Major Activities: *Consultant services will be used to supplement SCCOG staff.*

1. **Coordination:** Coordinate and cooperate with other public and private agencies to encourage consistent planning for the region and the implementation of programs and projects of benefit to the region. Coordination and cooperation across MPO regional and State boundaries will also be encouraged to promote a truly regional approach to transportation planning. In 2016, SCCOG entered into a Memorandum of Understanding with the adjacent State of Rhode Island MPO.
2. **Technical Assistance:** Provide technical assistance related to transportation issues to member municipalities of the Council of Governments.
3. Provide technical and administrative support to: the Groton New London Airport Advisory Committee; CTDOT in maintenance of an Intelligent Transportation System along the I-395 and I-95 corridors; to CTDOT during the implementation of the improvements recommended in the I-95 Feasibility Study. As necessary, assist CTDOT in statewide transit studies and in transportation planning related to Connecticut's Jobs First Employment Services (JFES) initiative.

4. Assist the region's municipalities and private non-profit agencies serving the elderly and disabled to coordinate services in the development of applications for capital assistance under the FTA 5310 program.
5. Annually, review applications for the FTA 5310 program and rank them according to the criteria jointly established with CTDOT, thereby ensuring that they are consistent with the goals and objectives of the LOCHSTP program.
6. Assist the region's municipalities in developing coordinated programs with other municipalities for the Municipal Grant Program for the Elderly and Disabled.
7. Administer the Local Transportation Capital Improvement Program (LOTICIP). This program is funded entirely by State of Connecticut funds, and as such the funding to administer the program is not included in this UPWP.
8. Coordinate with CTDOT and provide technical assistance to SCCOG towns concerning the STP program, assist CTDOT with project development, regional review and prioritization, and monitoring municipal project schedules.
9. Conduct regional studies/planning activities.
 - Provide on-going technical assistance to the Eastern Connecticut Transportation Consortium.
 - Provide on-going technical assistance to Southeast Area Transit, to include updating the region's plan to provide transit services under the Americans With Disabilities Act.
 - Continue to work with CTDOT, SEAT, EWIB, the CT Department of Social Services, CT Department of Mental Health, the CT Department of Labor, NECCOG, the Rideshare Company, ECTC, and other municipal and private non-profit agencies in coordinating programs and projects under the LOCHSTP program.
 - Assist the City of New London, CTDOT, the CT Department of Economic and Community Development, the CT Office of Policy and Management and other interested parties in the location of the National Coast Guard Museum at New London's Union Station, which functions as the centerpiece of a regional multi-modal center that includes rail, ferry and bus service.
 - Work with CTDOT to expand Shoreline East passenger commuter rail service to New London's Union Station and easterly towards Wickford Junction, RI.
 - Advocate for and assist CTDOT in the development of and implementation of ITS in the region.
 - Continue to provide support and coordination in efforts to develop additional passenger rail service in the region.
10. Assist CTDOT in the development of regional goals for the transportation system, and in the development of a set of performance measures by which the attainment of these goals may be tracked. Assist CTDOT with the FHWA report on capital expenditures on local roads (FHWA 536 report).
11. Work with CTDOT to review the requirements for and to develop a plan for transition to electronic review, approval, and administration of the TIP and STIP.
12. Maintain an online version of the TIP to spatially illustrate locations, costs, and descriptions of projects in the region.

13. Develop and provide traffic count data, including bike/pedestrian counts, to CTDOT Bureau of Policy and Planning.
14. Work with CTDOT to educate SCCOG municipalities on their responsibilities under ADA and Section 504 to ensure their programs, activities, and services are examined to identify barriers to access.

Products:

1. Studies completed for municipalities under the technical assistance task will be published.
6. SEAT financial and productivity analyses will be published.
3. Memos and short studies are expected to be produced in the course of providing technical assistance to Southeast Area Transit. In addition, a narrative report summarizing assistance provided will be prepared at the end of the project.
4. Some memos and/or brief reports may be produced during the efforts to implement the elderly/handicapped transportation action plan. Additionally, a narrative report summarizing activities undertaken during the project will be prepared.
5. Vehicle replacement grants will be awarded.
6. Any studies or plans prepared in response to the Americans With Disabilities Act will be published, including Municipal ADA Transition Plans.
7. Additional solicitations and prioritization of projects for LOTCIP funding will be conducted.
8. Assist CTDOT, as required, with coordination of applications and prioritization of projects under the STP-Urban program, the Local Road Accident Reduction program, the Section 5310 program, CMAQ and any other funding programs.
9. An online TIP will be maintained on the SCCOG website, including a project location map.

TASK 4: Other Technical Assistance:

Staffing & Other Costs:	FY 2022		FY 2023		FY 2019 Carryover	
SCCOG Salaries:	1,600 hrs	\$76,800	1,522 hrs	\$76,112		
BF&O:		80,003		80,691		
Consultant Costs:		0		0		100,000
Total:	1,600 hrs	\$156,803	1,522 hrs	\$156,803		\$100,000

Financial Responsibility Estimated Cost, \$:	FY 2022		FY 2023		FY 2019 Carryover	
	PL/FTA	Total	PL/FTA	Total	PL/FTA	Total
Federal	125,443	125,443	125,443	125,443	80,000	80,000
CTDOT	15,680	15,680	15,680	15,680	10,000	10,000
SCCOG	15,680	15,680	15,680	15,680	10,000	10,000
GRAND TOTAL:	156,803	156,803	156,803	156,803	100,000	100,000

Functional Responsibility - Estimated Costs, \$:

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWN	CONSULT	OTHER	TOTAL
FY 2022	0	156,803	0	0	0	0	156,803
FY 2023	0	156,803	0	0	0	0	156,803
FY 2019 Carryover	0	0	0	0	100,000	0	100,000

TASK 5: PUBLIC PARTICIPATION**Objectives, Highway:**

1. Assure that the Metropolitan Transportation Plan and the regional Transportation Improvement Program meet FAST Act and CAAA requirements, respond to current needs, and reflect available resources.
2. Implement strategies to ensure that projects and processes meet Federal Title VI requirements for Environmental Justice. Continue to address the recommendations from the Title VI Compliance Report.
3. Continuously evaluate the effectiveness of the public involvement process. Ensure that SCCOG's public involvement process meet the new requirements of FAST Act, including opportunities for bicyclists, pedestrians, and persons with disabilities to comment on the Metropolitan Transportation Plan. Regularly re-assess the SCCOG's Public Participation and Consultation Process for Transportation Planning.
4. Provide information to local officials and the general public on transportation-related issues and planning through a variety of means. Materials should be public-friendly, posted on SCCOG's web site, and where appropriate, be presented in a visual format.
5. Prepare and submit to CTDOT such Title VI reports as may be required. Update the Council's Affirmative Action Program.

Objectives, Transit:

1. Improve public awareness of, and thus access to, the range of public transportation services available in southeastern Connecticut.
2. Evaluate the effectiveness of the public involvement process.

Major Activities:

1. Publish news periodically on the SCCOG website and an annual report; maintain the SCCOG web site; distribute advance notices of meetings and summaries of documents to private operators, local officials, and interested citizen groups; hold public meetings, hearings or forums on transportation matters; provide technical support to the Groton New London Airport Advisory Committee, and to other citizen groups, as appropriate.
2. Update, as needed, the agency's Affirmative Action Program.

3. Assist CTDOT in the public participation portion of ongoing studies and implementation efforts for previously completed studies/EIS.
4. Continue to develop and implement a strategy addressing Title VI and Environmental Justice mandates, and consider the impacts on under-served communities of any recommendation contained in plans and programs. The SCCOG's Title VI Coordinator will be trained on Title VI responsibilities and requirements and will keep SCCOG staff informed.

Products:

1. An annual report will be published and distributed.
2. The policy statement on participation in the planning process to assure Environmental Justice will be published. Particular attention will be paid to the impacts of recommendations in the Metropolitan Transportation Plan and projects in the TIP on underserved communities. The plan includes social media methods being used to provide public outreach. Mapping of population clusters under LEP and EJ is included, along with TIP project locations to determine where community impact reviews might be warranted.
3. The Affirmative Action Program and the Public Participation and Consultation Process for Transportation Planning will be published and the Public Participation and Consultation Process will be annually reviewed and updated as needed. The SCCOG's interested party list will be maintained and updated as required.
4. Through the SCCOG website, the region's transportation planning documents have been made available to the public.
5. A section will be included in the Metropolitan Transportation Plan documenting the region's public participation efforts, including public comments received and how these have been addressed.

TASK 5: Public Participation:

Staffing & Other Costs:	FY 2022		FY 2023		FY 2019 Carryover	
SCCOG Salaries:	320 hrs	\$15,360	304 hrs	\$15,222		0
BF&O:		16,000		16,138		0
Total:	320 hrs	\$31,360	304 hrs	\$31,360		0

Financial Responsibility Estimated Cost, \$:	FY 2022		FY 2023		FY 2019 Carryover	
	PL/FTA	Total	PL/FTA	Total	PL/FTA	Total
Federal	25,088	25,088	25,088	25,088		0
CTDOT	3,136	3,136	3,136	3,136		0
SCCOG	3,136	3,136	3,136	3,136		0
GRAND TOTAL:	31,360	31,360	31,360	31,360		0

Functional Responsibility - Estimated Costs, \$:

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWN	CONSULT	OTHER	TOTAL
FY 2022	0	31,360	0	0	0	0	31,360
FY 2023	0	31,360	0	0	0	0	31,360
FY 2019 Carryover	0	0	0	0	0	0	

**TABLE 1: UNIFIED PLANNING WORK PROGRAM
MAXIMUM HOURLY RATES BY POSITION**

Position	FY 2022 Maximum Hourly Rate	FY 2023 Maximum Hourly Rate
Executive Director	\$82.00	\$85.00
Deputy Director	\$52.00	\$54.00
Planner III/Transp. Prog. Mgr.	\$47.00	\$49.00
Planner III	\$37.00	\$39.00
Planner II	\$37.00	\$39.00
Planner II	\$37.00	\$39.00
Vacant Planner II/III	\$37.00	\$39.00
GIS Coordinator	\$38.00	\$40.00
Office Manager	\$38.00	\$40.00

**TABLE 2: UNIFIED PLANNING WORK PROGRAM
TASK DESCRIPTION AND HOURS**

	Task Description	FY 2022	FY 2023	FY 2019 Carryover
Task 1	Management of the Planning Process	704 hours	700 hours	0 hours
Task 2	Data Collection/Analysis	576 hours	548 hours	Consultant Only
Task 3	Planning Activities	3,179 hours	3,008 hours	Consultant Only
Task 4	Other Technical Assistance	1,600 hours	1,522 hours	Consultant Only
Task 5	Public Participation	320 hours	304 hours	0 hours
TOTAL:		6,379 hours	6,082 hours	0 hours

**TABLE 3: UNIFIED PLANNING WORK PROGRAM
STAFF HOURS BY POSITION AND TASK**

FY 2022

Position	Task 1	Task 2	Task 3	Task 4	Task 5	Total
Exec Director	704	0	150	0	29	883
Deputy Director	0	0	200	0	0	200
Planner III/Transp. Prog. Mgr.	0	76	1000	400	100	1576
Planner III	0	0	100	200	25	325
Planner II	0	0	200	200	25	425
Planner II	0	0	200	100	20	320
Planner II/III (Vacant)	0	0	700	300	30	1030
GIS Coordinator	0	500	650	400	70	1620
Office Manager	0	0	0	0	0	0
Total	704	576	3200	1600	299	6379

FY 2023

Position	Task 1	Task 2	Task 3	Task 4	Task 5	Total
Exec Director	700	0	50	0	50	800
Deputy Director	0	0	50	0	50	100
Planner III/Transp. Prog. Mgr.	0	48	1000	400	100	1548
Planner III	0	0	138	257	43	438
Planner II	0	0	400	200	30	630
Planner II	0	0	100	80	30	210
Planner II/III (Vacant)	0	0	800	200	0	1000
GIS Coordinator	0	500	506	350	0	1356
Office Manager	0	0	0	0	0	0
Total	700	548	3044	1487	303	6082

FY 2019 Carryover **

Position	Task 1	Task 2	Task 3	Task 4	Task 5	Total
Exec Director	0	0	0	0	0	0
Deputy Director	0	0	0	0	0	0
Planner III/Transp. Prog. Mgr.	0	0	0	0	0	0
Planner III	0	0	0	0	0	0
Planner II	0	0	0	0	0	0
Planner II	0	0	0	0	0	0
Planner II/III (Vacant)	0	0	0	0	0	0
GIS Coordinator	0	0	0	0	0	0
Office Manager	0	0	0	0	0	0
Total	0	0	0	0	0	0

**** Note:** It is planned that FY 2019 Carryover will be used on Consultant tasks only.

**TABLE 4: UNIFIED PLANNING WORK PROGRAM
Southeastern Connecticut Council of Governments**

FINANCIAL RESPONSIBILITY BY TASK

FY 2022: TOTAL FUNDING [FY 2022 Combined PL/FTA]

Task	Federal PL/FTA	State	SCCOG	TOTAL
1	\$ 55,195	\$ 6,899	\$ 6,899	\$ 68,993
2	45,159	5,645	5,645	56,449
3	250,885	31,361	31,361	313,607
4	125,443	15,680	15,680	156,803
5	25,088	3,136	3,136	31,360
TOTAL:	\$501,770	\$62,721	\$62,721	\$627,212

FY 2023: TOTAL FUNDING [FY 2023 Combined PL/FTA]

Task	Federal PL/FTA	State	SCCOG	Total
1	\$ 55,195	\$ 6,899	\$ 6,899	\$ 68,993
2	45,159	5,645	5,645	56,449
3	250,885	31,361	31,361	313,607
4	125,443	15,680	15,680	156,803
5	25,088	3,136	3,136	31,360
TOTAL:	\$501,770	\$62,721	\$62,721	\$627,212

FY 2019 Carryover: TOTAL FUNDING [FY 2019 Combined PL/FTA]

Task	Federal PL/FTA	State	SCCOG	Total
1	\$ 0	\$ 0	\$ 0	\$ 0
2	18,429	2,304	2,304	23,037
3	80,000	10,000	10,000	100,000
4	80,000	10,000	10,000	100,000
5	0	0	0	0
TOTAL:	\$178,429	\$22,304	\$22,304	\$223,037

TABLE 5: FY 2022 – FY 2023 UNIFIED PLANNING WORK PROGRAM MILESTONES
Southeastern Connecticut Council of Governments

Task No. & Title	Products	FY 2022	FY 2023
1. Management of the Planning Planning Process	FY 2024-2025 UPWP Draft		4/23
	FY 2024-2025 UPWP Final		6/23
	Amend Metropolitan Transportation Plan – as needed	5/22	5/21
	Amend TIP	6/22	6/23
	Adopt UPWP for FY 2024-2025		6/22
	Self-certification	6/22	6/23
	SIP Conformancy Statement	6/22	6/23
	Quarterly Reports	Quarterly	Quarterly
	Annual Audit	9/22	9/23
	Consultant Management	Throughout	Throughout
2. Data Collection/Analysis	Data Management	Throughout	Throughout
	Maintain 2020 Census	Throughout	Throughout
3. Planning Activities	Metropolitan Transportation Plan – review/amend	As Needed	As Needed
	TIP Draft	2/22	2/23
	CAAA & FAST-Act	Throughout	Throughout
	Casino Traffic Analysis	Throughout	Throughout
	EB Traffic Analysis	Throughout	Throughout
	Airport Committee	Throughout	Throughout
	Project Monitoring	Throughout	Throughout
	Congestion Management	Throughout	Throughout
	ITS	Throughout	Throughout
	Comprehensive Operational Analysis Implementation	Throughout	Throughout
4. Other Technical Assistance	Coordination	Throughout	Throughout
	Technical Assistance	Throughout	Throughout
	SEAT Assistance	Throughout	Throughout
	LOCHSTP	Throughout	Throughout
	Alternative Fuels	As Needed	As Needed
	5310 Vehicle Replacement	2/22	2/22
5. Public Participation	Update Affirm. Action/Environ. Justice Programs	6/22	6/23
	Review/Update as Needed Public Participation Policy	1/22	1/23
	Annual Report	1/22	1/23
	Maintain Website and Social Media Platforms	Throughout	Throughout

TABLE 6: UNIFIED PLANNING WORK PROGRAM, FY 2022-2023
Southeastern Connecticut Council of Governments

ESTIMATED SCHEDULE OF WORK ACTIVITIES

[illegible]

Appendix A

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 Southeastern Connecticut Council of Governments and appropriate providers of public transportation as required by 23 CFR Sec. 450.314(a), (h) "Metropolitan Planning Agreements".

General Roles & Responsibilities

The Southeastern Connecticut Council of Governments 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.
10. Self-certify the metropolitan planning process at least once every four years, concurrent with TIP adoption and submittal, certifying the planning process is being conducted in accordance with all applicable federal requirements and addressing the major issues facing the area.

Long Range Metropolitan Transportation Plan

1. Southeastern Connecticut Council of Governments will be responsible for preparing and developing the long range (20-25 years) metropolitan transportation plans for their respective region.
2. Southeastern Connecticut Council of Governments 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. CT DOT 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. *(CT DOT will provide this only if requested since Southeastern Connecticut Council of Governments may maintain their own travel forecast model.)*
 - c. Traffic count data for state roads in the Southeastern Connecticut Council of Governments 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. Southeastern Connecticut Council of Governments may conduct transportation modeling for the area.
 - 5. Southeastern Connecticut Council of Governments 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 CT DOT, Southeastern Connecticut Council of Governments, and the appropriate provider(s) of public transportation.
- 2. CT DOT will send a draft proposed 5-year Capital Plan to the, Southeastern Connecticut Council of Governments for review and comment. The draft list will reflect input that the CT DOT received from the, Southeastern Connecticut Council of Governments during the consultation process on the previous year's plan.
- 3. CT DOT 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. CT DOT will consult with and solicit comments from the Southeastern Connecticut Council of Governments and transit providers on the TIP and incorporate where practicable.
- 5. CT DOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to allow the Southeastern Connecticut Council of Governments to explain the projects to the policy board and the general public.
- 6. CT DOT will provide a list of projects obligated during each of the federal fiscal years covered by the TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
- 7. The Southeastern Connecticut Council of Governments 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. The Southeastern Connecticut Council of Governments 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. CT DOT will develop the STIP based on the MPOs' TIPs and projects located in the rural regions of the State.
- 9. CT DOT 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. CT DOT will provide proposed amendments to the Southeastern Connecticut Council of Governments for consideration. The amendment will include a project description that provides sufficient detail to allow the Southeastern Connecticut Council of Governments to explain the proposed changes to the Southeastern Connecticut Council of Governments board and project management contact information. It will also provide a clear reason and justification for the amendment. If it involves a new project, CT DOT 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 the Southeastern Connecticut Council of Governments, the project sponsor will consult with CT DOT to obtain concurrence with the proposed amendment, to obtain Air Quality review and consistency with Air Quality Conformity regulations and ensure financial consistency.
12. CT DOT will provide a financial assessment of the STIP with each update. The Southeastern Connecticut Council of Governments should prepare a TIP summary table listing all projects by funding program sorted by year based on CT DOT's financial assessment, demonstrating and maintaining financial constraint by year.

Air Quality Planning

1. CT DOT and the Southeastern Connecticut Council of Governments should meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.
2. CT DOT will conduct the regional emissions analysis, which includes the Southeastern Connecticut Council of Governments area and provide the results to the Southeastern Connecticut Council of Governments. 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. The Southeastern Connecticut Council of Governments 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. The Southeastern Connecticut Council of Governments will make the regional emissions analysis available to the public.

Public Participation Program

1. The Southeastern Connecticut Council of Governments will annually review and evaluate their public participation program.
2. The Southeastern Connecticut Council of Governments will update and prepare a list of neighborhood and local organizations and groups that will receive notices of MPO plans, programs and projects.
3. The Southeastern Connecticut Council of Governments 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. The Southeastern Connecticut Council of Governments will comply with federal legislation on these issues.
4. The Southeastern Connecticut Council of Governments' 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. The Southeastern Connecticut Council of Governments 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. The Southeastern Connecticut Council of Governments 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. The Southeastern Connecticut Council of Governments will provide the opportunity for the transit provider(s) to review and comment on planning products relating to transit issues within the region.
3. The Southeastern Connecticut Council of Governments 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. The Southeastern Connecticut Council of Governments and CT DOT will assist the transit provider(s), to the extent feasible, with planning for transit-related activities.

Fiscal/Financial Planning

1. The CT DOT will provide the Southeastern Connecticut Council of Governments 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. The CT DOT will notify the Southeastern Connecticut Council of Governments 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. The Southeastern Connecticut Council of Governments will prepare summary tables and charts that display financial information for presentation to the policy board.

Congestion Management Process (CMP) Program

1. The Southeastern Connecticut Council of Governments, 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. The Southeastern Connecticut Council of Governments will conduct congestion strategies studies for critical corridors and identify possible improvements to reduce congestion and delay.
3. The Southeastern Connecticut Council of Governments will work with CT DOT on programming possible congestion-reducing projects.
4. The Southeastern Connecticut Council of Governments will, upon implementation of a congestion reduction improvement, assess post-improvement operations and determine level of congestion relief.

Intelligent Transportation Systems (ITS) Program

1. The CT DOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for the Southeastern Connecticut Council of Governments.
2. The Southeastern Connecticut Council of Governments will maintain and update the Regional ITS Architecture for the Southeastern Connecticut Council of Governments where appropriate.

Performance Based Planning and Programming

A. Collection of Performance Data

1. All data collected for performance measure goals will be collected by the CTDOT and will meet the MAP 21/FAST ACT provisions and requirements, unless the MPO decides to set its own performance target, in which case the MPO will be responsible for collecting their own data.
2. All data collected for goals for Federal Transit Administration's (FTA's) State of Good Repair performance measures and Safety performance measures established under the Public Transportation Agency Safety Plan (PTASP) will include data provided by the Transit Districts to the National Transit Database (NTD) and through CTDOT, in accordance with the Transit Asset Management Rule.
3. CTDOT will make the compiled data collected for each performance measure available on a platform accessible by CTDOT and the MPO's.
4. CTDOT will develop a Measures and Deliverables tracking spreadsheet outlining each Performance Measure, the deliverables required, the submittal dates and the CTDOT contact and provide to the Southeastern Connecticut Council of Governments.

B. 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. The CTDOT will discuss performance measures at each of the regularly scheduled monthly meetings (via teleconference or in person meeting).
2. The CTDOT will present data collected for each performance measure and collaborate with the Southeastern Connecticut Council of Governments and Transit Representatives on assumptions.
3. The CTDOT will provide Southeastern Connecticut Council of Governments 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 with consideration of feedback received.

C. Reporting of Performance Targets

1. CTDOT will notify the Southeastern Connecticut Council of Governments 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 the Southeastern Connecticut Council of Governments for their use in educating the MPO Policy Board. CTDOT will provide region level data summaries, if available.

3. The Southeastern Connecticut Council of Governments has 180 days after the 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 the Southeastern Connecticut Council of Governments is establishing their own targets, the Southeastern Connecticut Council of Governments will report those targets to the CTDOT by email no later than the 180 day timeframe.
5. The Southeastern Connecticut Council of Governments 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. The Southeastern Connecticut Council of Governments will forward the Policy Board resolution to the Performance Measures Unit at the CTDOT before the 180 day limitation for FHWA performance measures via the DOT.Map21@ct.gov email box.
7. For FTA performance measures, it is noted that MPO name 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 the Southeastern Connecticut Council of Governments. However, the Southeastern Connecticut Council of Governments' targets are not required to be updated annually, only revisited whenever the Southeastern Connecticut Council of Governments updates their MTP and/or TIP on or after October 1, 2018.
8. For FTA safety performance measures as part of the PTASP, the Southeastern Connecticut Council of Governments has received the Plan which included safety performance targets and will have 180 days to support these initial targets. Each transit provider is required to review its agency Safety Plan annually and update the plan, including the safety performance targets, as necessary.

D. Reporting of progress toward achieving goal

1. CTDOT will document progress towards achieving statewide performance targets annually, and report to the NTD. Information will be available to the Southeastern Connecticut Council of Governments and transit representatives for use in updates to 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 updated TAM Plans with the Southeastern Connecticut Council of Governments in a timely manner, and the MPOs will incorporate them into their planning process.
3. The Southeastern Connecticut Council of Governments 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. The CTDOT will collect this information and file until requested from FHWA/FTA.

E. 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.

30 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(beg 2022)	Annual Hours of Peak-Hour Excessive Delay (PHED)
Congestion and Air Quality	Percent of Non-SOV Travel
Congestion and Air Quality(beg 2022)	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.
PTASP safety performance targets	Fatalities (total number of reported fatalities)
PTASP safety performance targets	Fatalities (fatality rate per total vehicle revenue miles by mode)
PTASP safety performance targets	Injuries (total number of reportable injuries)
PTASP safety performance targets	Injuries (injury rate per total vehicle revenue miles by mode)
PTASP safety performance targets	Safety Events (total number of reportable safety events)
PTASP safety performance targets	Safety Events (safety event rate per total vehicle revenue miles by mode)
PTASP safety performance targets	System Reliability (mean distance between mechanical failures 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 the Southeastern Connecticut Council of Governments 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.

APPENDIX B

MPO Staff General Duties

Executive Director: Responsible for the complete administration and management of the programs conducted and the staff employed by the SCCOG. Works to implement the policy and goals of the SCCOG board, directing, planning, and organizing all activities at the SCCOG. Principal responsible for conduct of the MPO's transportation planning program, including overseeing preparation and implementation of MTP, TIP/STIP, UPWP, compliance with Title VI and Public Participation and Consultation Process. Prepares and oversees budgets and contracts funded associated with the SCCOG's transportation planning program.

Deputy Director: Assists the Executive Director in administering and managing the programs and staff of the SCCOG. Oversees and manages the conduct of assigned special projects and studies. Conducts research and analysis. Assists in overseeing the MPO transportation planning program. Supports and participates in the conduct of the SCCOG's Public Participation and Consultation Process.

Planner III/Transportation Program Manager: Serves as SCCOG's chief transportation planner. Leads SCCOG's work on MTP update, TIP/STIP amendments/actions, CMP maintenance, and special transportation studies such as Regional Bike – Ped Plan. Along with Executive Director, represents SCCOG in all coordination efforts with CTDOT, USDOT and other agencies involved in the transportation planning process. Manages the SCCOG's LOTCIP program. Solicits municipal applications/projects for funding opportunities administered by the SCCOG on behalf of CTDOT including TAP, Section 5310, Local Road Accident Reduction, and Corridor Studies. Supports and participates in the conduct of the SCCOG's Public Participation and Consultation Process. Provides staff support to SEAT, WRD, and ECTC.

Planner III/II: Staff planners participating in all facets of the SCCOG's planning program, including transportation planning. Assist Planner III/Transportation Program Manager on various components of SCCOG's transportation planning program. Collects data such as commuter parking lot counts and traffic data, analyzes and evaluates information, prepares reports and studies. Provides assistance to SCCOG member municipalities and the general public as staff planners and in capacity as contract planners to assigned municipality.

GIS Coordinator: Maintains SCCOG regional Geographic Information System (GIS). Supports all SCCOG projects, including transportation planning program, using GIS technology. Keeps GIS database current. Generates maps and reports for use by SCCOG staff, municipal officials, and the general public. Links transportation and transit data to GIS.

Office Manager (not budgeted directly using UPWP funds): Responsible for the organization and coordination of office operations, procedures, and resources. Maintains financial records, accounts payable, grant fund management. Provides administrative support to Executive Director and SCCOG staff. Manages and oversees maintenance of office equipment. Assists in preparation of transportation planning documents, including preparation of invoices and reports to CTDOT.

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue/ Norwich, Connecticut 06360

Tel. (203) 889-2324 / FAX: (203) 889-1222 / Email: office@seccog.org

FY 2023 WORK PROGRAM, ADOPTED: December 15, 2021

MAJOR ELEMENTS OF FY 2023 WORK PROGRAM

Program Elements	Anticipated Budget	% of Total
Transportation Planning	\$ 829,434	43.7
Comprehensive Planning	767,255	40.6
Technical Assistance	298,000	15.7
Total:	\$1,894,689	100.0

DESCRIPTION OF ELEMENTS OF FY 2023 WORK PROGRAM

TRANSPORTATION PLANNING PROGRAM:

Anticipated Funding:	CTDOT Grant	\$564,491
	CTDOT FY 2019 PL Carryover	137,000
	SCCOG	77,943
	LOTICIP	50,000
	TOTAL:	\$829,434

Tasks:		
1.	Program management	\$80,000
2.	Public information and participation	\$45,000
3.	Coordination and cooperation with other agencies, including CTDOT	\$50,000
4.	Data base development and management	\$50,000
5.	Maintain and update the Regional Transportation Plan	\$30,000
	Prepare and adopt an updated Regional Transportation Improvement Program	\$20,000
6.	Coordinate tasks in FY 2022-23 Unified Planning Work Program; prepare and adopt a FY 2023-24 Unified Planning Work Program	\$3,000
7.	As needed, participate in ongoing statewide transportation initiatives	\$10,000
8.	Continue implementation of the 2017 Regional Plan of Conservation and Development (transportation related elements)	\$10,000
9.	Maintain and implement the SCCOG's Congestion Mitigation Process (CMP)	\$25,000
10.	Prepare and implement the requirements of the agency's Title VI Program	\$5,000

11.	Monitor and assist with major projects/issues:	\$50,000
	- Follow-up activities related to: Rtes. 2, 2A, and 32 improvements; Rte. 85 improvements, and other regional transportation priorities. - Participate in preparation of updated I-95 study - Port of New London/State Pier - Ferry service improvements - Rail: electrification/other improvements; passenger service revitalization; including advocate for expansion of SLE - Multi-modal facilities development and preservation of multi-modal function at Union Station - State priority transportation projects in the region - Groton-New London Airport development - Assist Norwich Alternative Fuels Initiative - Preston/Ledyard/Groton Bikeway Initiative	
12.	Maintain the regional transportation safety plan in accordance with the Strategic Highway Safety Plan	\$5,000
13.	Follow-up to preparation of regional Bicycle and Pedestrian Plan	\$10,000
14.	Provide technical, planning & engineering assistance to member municipalities, assistance may include:	\$200,000
	- Land use/traffic corridor studies - Transportation elements of local plans - Traffic counts - Access management study follow-up - Transportation facilities, including multi-modal - Corridor Planning Studies	
15.	Review applications and oversee grants for Section 5310, vehicle replacement, and other Surface Transportation Programs such as, the Municipal Grants for the Elderly; LOCHSTP; the Local Road Accident Program, the Enhancement Program and STP-U funding program	\$20,000
16.	Within available resources, conduct regional studies/planning activities:	\$161,434
	- Cooperate with CTDOT, affected municipalities, and the Mashantucket Pequot and Mohegan Indian Tribes in developing strategies to manage casino impact on the region's transportation system - Assist SEAT in the following areas: implementing the Comprehensive Operational Analysis completed in 2015; projecting financial needs; designing routes and schedules; updating the plan to provide transit services under the Americans With Disabilities Act; integration with LOCHSTP and conducting facility improvement studies as needed - Participate in interagency planning and coordination related to transit support for the Jobs Access and Reverse Commute/Welfare-to-Work Program - Further develop the Geographic Information System for the region, including maintaining a web-based Regional GIS - Provide technical assistance to the Eastern Connecticut Transportation Consortium (ECTC) in the area of paratransit service - Work with SEAT, ECTC, and the Rideshare Company and other organizations to coordinate their separate transit and paratransit services for the region, including Jobs Access and Reverse Commute program, welfare to work, Municipal Grants for the Elderly, Groton-Dial-A-Ride and other programs into	

	a LOCHSTP program.	
	Implement Environmental Justice program	
	Review and analyze 2020 Census information for use in COG's transportation planning program	
	Conduct Congestion Management System (CMS) Strategy reports	
	Coordinate with CTDOT efforts to examine freight movements through and to the region	
17.	Manage the Local Transportation Capital Improvement Program (LOTICIP) in the Region, including application review and prioritization, and design review of proposed municipal projects	\$50,000
18.	Assist CTDOT in conducting the Transportation Alternative Program (TAP) for bicycle and pedestrian infrastructure improvement in this region	\$5,000

2. **COMPREHENSIVE PLANNING PROGRAM:**

Anticipated Funding:	OPM Regional Services Grant	\$380,463	
	SCCOG (Municipal Dues)	75,892	*
	Voluntary Assessment ARPA Funding	100,000	
	SECHA	15,000	
	FEMA BRIC Hazard Mitigation Plan Grant	150,000	
	Investment Income	0	
	DEMHS FY 20 RCG	14,400	
	DEMHS FY 21 RCG	11,500	
	DEMHS FY 22 RCG	18,500	
	DEMHS FY 21 EMPG	1,500	
	TOTAL:	\$767,255	**

* Total dues to be collected is \$153,835, with \$77,943 used to match federal and state transportation funds, and FY 2016 PL Carryover.

** Includes funding for unallocated/return to Reserve. Actual funds available for comprehensive planning program are \$669,434.

Tasks		
1.	Program management	\$65,000
2.	Public information and participation	\$10,000
3.	Provide administrative and technical support for the Council of Governments including its Regional Planning Commission (RPC), Regional Human Services Coordinating Council (RHSCC), and other committees as needed	\$104,534
4.	Support economic development efforts with planning services including ongoing implementation of the regional CEDS; participation in seCTer; and EWIB	\$50,000
5.	Coordinate and cooperate with other agencies	\$10,000

6.	Provide technical assistance to municipalities, including training programs and CEO Support Program	\$50,000
7.	Perform Census-related activities, including assistance to the Bureau of the Census in reviewing and analyzing information from the 2020 Census	\$1,000
8.	Provide technical and administrative support to the SCCOG Regional Water Committee, SCCOG Regional Wastewater Management Committee, the Eastern Connecticut Water Utility Coordinating Committee (WUCC), and other efforts to promote a regional water network, including follow-up to Waste Water Management Study.	\$5,000
9.	Perform advisory reviews of matters referred under Federal and State law	\$3,000
10.	Monitor and act on legislation affecting the region	\$5,000
11.	Serve as fiduciary and participate in DEMHS Region 4 Collaboration with NECCOG to support Regional Emergency Planning Team, including administration of HazMat program	\$45,900
12.	Ongoing implementation of the 2017 Regional Plan of Conservation and Development (non-transportation elements)	\$5,000
13.	Continue to assist the Southeastern Connecticut Housing Alliance (SECHA) in their advocacy for more affordable housing in the region	\$15,000
14.	Continue providing leadership and administrative support to the DEMHS Region 4 Regional Recovery Steering Committee and to the region's towns in their COVID-19 response and recovery	\$50,000
15.	Provide Regional Recovery Coordinator service to SCCOG member municipalities	\$100,000
16.	Begin preparation of the Multi-Jurisdictional Hazard Mitigation Plan Update.	\$150,000

TECHNICAL ASSISTANCE:

Anticipated Funding:	Contracts with Municipalities	\$298,000

Tasks:		
1.	Provide Planning services to municipalities on a fee-for-service basis. The assistance would include advisory services to local commissions, the conduct of special studies, the updating of local plans or regulations, and GIS assistance. In FY 2023 it is anticipated that contracts for this assistance will be requested by Bozrah (2), Franklin (2), Lisbon, Salem, and Sprague.	\$172,000
2.	Provide Building Official Services to municipalities on a fee-for-service basis. In FY 2023, it is anticipated that contracts for this assistance will be requested by Ledyard and Preston	\$15,000

3.	Provide Regional Zoning/Code Enforcement services to municipalities on a fee-for-service basis. In FY 2023, it is anticipated that contracts for this service will be requested by Ledyard, Preston, and Bozrah	\$111,000
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**SOUTHEASTERN CONNECTICUT
COUNCIL OF GOVERNMENTS
FY 2021 Annual Report**

Submitted to the Secretary of the Office of Policy and Management, and the
Planning and Development Committee and the Finance, Revenue, and Bonding
Committee of the Connecticut General Assembly

Pursuant to CGS 4-66r

24 September 2021

ABOUT THE SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

The Southeastern Connecticut Council of Governments (SCCOG) is one of nine regional councils of governments in Connecticut. Its predecessor agency, the Southeastern Connecticut Regional Planning Agency, was first established under the Connecticut General Statutes in January 1961. It transformed itself into a council of governments in October 1992 through the adoption of ordinances for this purpose by the twenty towns, cities, and boroughs that composed the region at that time. In 2014, as the result of legislation that consolidated regions, the Towns of Lebanon and Windham joined the SCCOG, and Voluntown left, bringing the number of SCCOG member municipalities to twenty-one. In 2015, the Borough of Jewett City, located in SCCOG member municipality Griswold, voted to join the SCCOG as its twenty-second member.



Southeastern Connecticut Council of Governments Region

SCCOG member municipalities and the chief elected officials/chief executives who represent their municipality on the SCCOG board are:

Bozrah	Glenn Pianka, First Selectman
Colchester	Mary Bylone, First Selectman
East Lyme	Mark Nickerson, First Selectman
Franklin	Charles Grant, First Selectman
Griswold	Todd Babbitt, First Selectman
Borough of Jewett City	Timothy Sharkey, Warden
City of Groton	Keith Hedrick, Mayor
Town of Groton	Patrice Granatosky, Mayor; John Burt, Town Manager
Lebanon	Kevin Cwikla, First Selectman
Ledyard	Fred Allyn, III, Mayor
Lisbon	Thomas Sparkman, First Selectman
Montville	Ron McDaniel, Mayor
New London	Michael Passero, Mayor
North Stonington	Michael Urgo, First Selectman
Norwich	Peter Nystrom, Mayor; John Salomone, City Manager
Preston	Sandra Allyn-Gauthier, First Selectman
Salem	Kevin Lyden, First Selectman
Sprague	Cheryl Allen Blanchard, First Selectman
Stonington Borough	Jeffrey Callahan, Warden
Town of Stonington	Danielle Chesebrough, First Selectman
Waterford	Rob Brule, First Selectman
Windham	Tom DeVivo, Mayor; Jim Rivers, Town Manager

The SCCOG is unique in that it also counts as affiliate non-voting members the state's only two federally recognized Native American tribes, the Mashantucket Pequot Tribal Nation and the Mohegan Tribe, and has liaison representation from the region's two military installations, the United States Naval Submarine Base and the United States Coast Guard Academy.

A staff of nine currently supports the work of the Council. These include an executive director, a deputy director/director of special projects, five planners, an office manager, and a GIS coordinator. Operation of the staff is governed by personnel policies adopted by the Council.

FY 2021 ANNUAL REPORT TO OPM AND GENERAL ASSEMBLY

In accordance with CGS Sec. 4-66r (2018 Supplement), the annual report due by October 1st 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.

1) SUMMARY OF EXPENDITURE OF FY 2021 RSG FUNDS

In FY 2021, SCCOG received \$322,954 in Regional Service Grant (RSG) funding. SCCOG assigned the following expenditures to the RSG:

FY 21 Regional Services Grant	\$ 322,954
Expenditures:	
OPM Regional Planning	
Direct Salary	\$ 127,487
BF&O	\$ 132,982
SUB-TOTAL	\$ 260,469
OPM COVID Recovery	
Direct Salary	\$ 34,032
BF&O	\$ 35,499
SUB-TOTAL	\$ 69,531
TOTAL	\$ 330,000

Pending completion of its Annual Audit, it appears that the SCCOG overspent its RSG by \$7,046. SCCOG funds will be used to cover this overage, thereby “leveraging” the FY 2021 Regional Service Grant.

2) SCCOG’S REGIONAL PROGRAMS

This past year the SCCOG provided/planned to provide a number of different programs and projects that fall into four broad program areas, some of which are funded by the RSG and some by other funding sources:

A. Comprehensive Planning:

This program operates with a combination of funds from the annual municipal dues to the Council and the RSG grant from the Connecticut Office of Policy and Management. Major tasks within the program include: support of regional economic development efforts; administrative and technical support of the Council of Governments; the conduct of mandated review activities; legislative review; coordination with other agencies; training programs for members of local commissions; provision of assistance and training to local officials and the public in using census materials; analysis of census data; coordination with other agencies; non-reimbursed technical assistance to member municipalities; and the provision of information to the public. Of note are the following initiatives:

Regional Planning: In 2017 the Council adopted an updated Regional Plan of Conservation and Development (RPOCD), and work on implementing actions continued this past fiscal year. The RPOCD recommends a number of strategies and specific activities that are being implemented via our hazard mitigation planning, shared services coordination, housing planning, planner and commissioner training, transportation planning and regional economic development activities discussed in this report. In addition, SCCOG's statutorily-required review of municipal Plans of Conservation and Development includes documentation of how the contents of each municipal plan specifically relate to regional goals and strategies. SCCOG encourages municipal requests for state or federal funding to include statements of how proposed municipal activities relate to regional goals established in the RPOCD and has assisted municipal staff in preparing this information. Throughout the year, the SCCOG holds a quarterly meeting of the Regional Planning Commission (RPC), consisting of representatives of each of our member municipalities' planning commissions, to engage the municipal commissions in regional initiatives, share best practices, provide training on specific topics, and identify issues of concern that the SCCOG might assist in addressing. In FY 2021, SCCOG staff facilitated virtual meetings with the RPC with the primary topic of discussing how individual municipalities were responding to the COVID-19 pandemic.

Regional COVID-19 Response and Recovery Activities: SCCOG staff continued to assist member municipalities in responding to the COVID-19 public health crisis throughout FY 2021. Activities included convening regular special ZOOM meetings with the region's municipal CEOs and health district directors to transmit current information and public health guidance, and regularly compiling information from member municipalities to enable consistency in COVID protocols. SCCOG continued to support Connecticut's Executive Branch agencies, particularly DEMHS, in coordinating a Regional Recovery steering committee and associated working groups, at the request of the Office of the Governor. This work required a substantial investment of time in conducting outreach to regional stakeholders and preparing materials in preparation and response to COVID recovery meetings. SCCOG staff also attended weekly COVID response calls convened by the Departments of Agriculture and Department of Aging and Disability Services. In response to the COVID-19 pandemic, SCCOG expanded its capacity to conduct virtual and hybrid meetings and provided guidance to member municipalities in complying with changing protocols for public meetings.

Regional Economic Development Activities: During the fiscal year, the SCCOG continued to support the efforts of the Thames River Heritage Park Foundation, which coordinates activities involving close to 20 historic sites as a state park, and which for the fifth consecutive summer

operated a water taxi on the Thames River connecting these sites. The SCCOG and its Executive Director also supported and participated in the work of the Southeastern Connecticut Enterprise Region (seCTer), and the Eastern Connecticut Workforce Investment Board (EWIB). SCCOG staff also participated in the development of the Eastern CT Next Gen Manufacturing Partnership, an initiative supported by the Governor's Workforce Council.

Housing Planning: SCCOG and its staff continue to support the work of the Southeastern Connecticut Housing Alliance (SECHA) and to provide technical assistance in housing planning and implementation to its member municipalities. As mentioned below in Part D, SCCOG encouraged its member municipalities to apply for CT Department of Housing Affordable Housing Plan Technical Assistance Grants; seven SCCOG municipalities received grants and SCCOG staff assisted six towns with developing draft plans that are being considered for adoption. As part of this work, SCCOG staff also developed region-wide resources including an analysis of Census data and a stand-alone strategy resource guide for affordable housing implementation strategies.

Regional Water Planning: The SCCOG has a Regional Water Committee, which serves as the region's water planning body, with representation on that committee by the major municipal water purveyors in the region. The Eastern Connecticut Water Utility Coordinating Committee (Eastern WUCC), in which SCCOG staff plays an important role, did not convene; however, the State's three WUCCs met convened on three occasions for Statewide WUCC Implementation meetings. SCCOG staff is strongly involved with the Interconnections/Regionalization Workgroup of the Statewide WUCC Implementation effort.

Regional Wastewater Management Planning: In July 2019, SCCOG adopted a Regional Wastewater Management Plan, produced in FY 2018 supported by OPM RSG funds. The plan assesses the current condition of the centralized wastewater system in the region, projects future demand and facility capacity, identifies infrastructure at-risk to natural hazards, and establishes recommendations for local and regional solutions to meet projected wastewater demand. SCCOG staff have kept contact with local wastewater staff to push forward projects identified in the plan.

Regional Stormwater Planning: SCCOG continues to assist the Eastern Connecticut Conservation District (ECCD) in administering a regional stormwater collaborative. This collaborative brought together and assisted towns in the region which are required under CT DEEP's MS4 Program to implement stormwater control measures.

Hazard Mitigation Planning: Municipalities must have a current FEMA-approved hazard mitigation plan in order to receive certain federal funding for disaster planning and hazard mitigation projects. SCCOG satisfies this requirement for its member municipalities through its development of regional hazard mitigation plans, which have been adopted in 2005, 2012, 2015 (to add former WINCOG towns), and 2017. In FY 2019, SCCOG received an OPM RPIP grant to develop a guidebook and toolkit for communities to enroll in FEMA's Community Rating System (CRS), which allows a reduction in flood insurance rates for residents in municipalities that have become members of this program, and four are currently enrolled. In FY 2021 SCCOG applied for a FEMA Building Resilient Infrastructure and Communities (BRIC) grant to update its hazard mitigation plan; SCCOG expects to receive this grant in fall of 2021.

Brownfields: SCCOG worked with the Towns of Sprague and Lisbon to submit an application for

federal funding under EPA's Community-Wide Assessment Grant program.

Military/Community Planning: SCCOG staff continues to work with SUBASE New London and its neighboring municipalities to identify and resolve potential use conflicts. In December 2017, SCCOG completed a Joint Land Use Study (JLUS) with SUBASE New London to identify current or potential conflicts between military activities and existing or planned uses in surrounding municipalities. This project was funded by a grant from the U.S. Department of Defense Office of Economic Adjustment (DOD OEA), with an in-kind match provided by the SCCOG and six participating municipalities. In 2018, SCCOG was granted additional DOD OEA funding to review and develop actions to address projected housing and transportation needs expected from increased employment at Electric Boat, located one mile south of the SUBASE. This project was completed in late 2019. In 2020, SCCOG received an additional grant from DOD Office of Local Defense Community Cooperation (formerly OEA) to address parking issues in the vicinity of Electric Boat in the City of Groton. That project commenced in late 2020 and is expected to be completed in 2022.

Human Services Coordination: SCCOG continues to staff a Regional Human Services Coordinating Council (RHSCC) to support the capacity of the region's human service providers and encourage coordination and efficiencies. SCCOG formed the first COG-sponsored RHSCC in the State in 2011, prior to RHSCCs being required by state statute. The RHSCC brings together representatives from the region's human service network and SCCOG chief elected officials to coordinate activities and to discuss matters of mutual concern. In FY 2019, a Regional Performance Incentive Grant enabled SCCOG to complete a study outlining opportunities for shared services and regional collaboration. SCCOG has continued to work with RHSCC members to develop shared resources addressing agency and community needs, most recently working with the United Way of Southeastern CT, Chamber of Commerce of Eastern CT, and Community Foundation of Southeastern CT to develop a volunteer/board recruitment and training program.

Municipal Shared Services: In late 2014, SCCOG received an RPIP grant to prepare a municipal shared services study; work was completed on this project during FY 2018. Since the project's completion, SCCOG has continued to explore opportunities to provide regional resources that provide human resources services, sharing of public works resources, building inspection services, and specialized land use administration and enforcement. Additional discussion of the shared services study's recommendations is included below in section 4. In Fiscal Year 2021, SCCOG worked with its member municipalities to explore developing regional resources to address continued and emerging needs for qualified Building Services, Zoning Enforcement, and Inland Wetlands personnel. As a result, SCCOG hired a part-time Building Inspector to provide these services to two member municipalities. In addition, 13 of SCCOG's 22 member municipalities participated in CRCOG's Capitol Region Purchasing Council during the year.

Municipal Planner and Commissioner Training: In FY 2021, SCCOG continued to work towards the goal of educating regional commissioners and planners. The training video series started in the previous fiscal year was added to with a dedicated Zoning Board of Appeals video. As State Statutes now require that land use commissioners attend educational sessions, the COG will continue to assist towns in meeting this requirement. Additionally, the COG worked with municipal planners to determine how municipalities and land use commissions specifically were responding to the COVID-19 pandemic. Planners were also invited to the quarterly Regional Planning Commission meetings.

Statutory Planning and Zoning Referrals: Connecticut General Statutes require that municipalities advise Councils of Governments of certain changes to zoning or subdivision regulations to allow COGs to assess potential intermunicipal impacts. During the past FY, SCCOG staff reviewed and responded to 55 statutorily required referrals from municipalities in or adjacent to the SCCOG region.

2020 Census Participation: In FY 2021, the Southeastern Connecticut Council of Governments worked with its municipalities to attain a complete count in the 2020 Decennial Census. Following the completion of the Census, staff has also tracked the release of Census results. In addition, the SCCOG became recognized as an Anchor Partner of the Census Bureau by promoting data summits to municipalities. SCCOG staff also stayed informed of Census-related news to be able to provide answers to any municipalities with questions.

Sustainable CT: Eight of SCCOG's 19 eligible municipalities are currently certified bronze through this program. This past summer SCCOG hosted two Sustainable CT fellows, provided by the Institute for Sustainable Energy, who worked with 13 towns seeking certification, recertification, or certification at the silver level from previous bronze certification. Four towns submitted applications for recertification.

Regional Geographic Information Systems: SCCOG continues to maintain and update a regional web-based Geographic Information System (GIS) portal, which SCCOG initially created with the support of a 2009 RPIP grant. SCCOG also complies with PA 18-175, which requires municipalities with digital parcel data to transmit that data to their Council of Governments, and for COGs to then deliver that data to OPM annually. SCCOG gathers the data annually and provides the required material to OPM.

Regional Online Property Information: In 2013, SCCOG received another RPIP grant to prepare an online property survey index for SCCOG towns; this index geolocates documents that are used by property owners, engineers, and consultants, and are otherwise difficult to find as they are not similarly indexed in municipal applications.

Legislative Coordination: The SCCOG meets annually with the southeastern Connecticut legislative delegation to discuss issues important to SCCOG member municipalities that might be the subject of proposed legislation before the start of the legislative session. SCCOG's 2021 legislative agenda included calls for actions on the following:

- Actions to ensure greater predictability and stability for education costs (particularly special education)
- Actions to divert bottles and cans from municipal solid waste (addressed by PA 21-58)
- Authorization of municipal stormwater authorities (addressed by PA 21-115)
- Work with the Mashantucket-Pequot and Mohegan Tribes on the expansion of gaming in Connecticut (addressed by PA 21-23).

In addition, representatives from the federal legislative delegation representing southeastern Connecticut regularly attend and report on their activities at the SCCOG's monthly meetings.

B. Transportation Planning:

This program consists of three sub-elements.

The general transportation planning program is funded with municipal dues, a CTDOT grant, and funds from the Federal Highway Administration (FHWA). Major tasks include: updating of the regional transportation plan; data collection and analysis; assessment of the transportation impact of large trip generators including the region's casinos and tourist attractions; updating of the Transportation Improvement Program (TIP); activities related to meeting the requirements of the Clean Air Act Amendments; technical assistance to municipalities on a non-reimbursable basis; public information; participation with CTDOT in a variety of projects. Other tasks include further development of the Council's geographic information system capability; a comprehensive regional survey of local land use; and special studies as needed.

In FY 2021, SCCOG adopted the following major transportation plans: 2019-2045 Metropolitan Transportation Plan (addition of projects to regional priority list), 2021-2023 Unified Planning Work Program (UPWP), and 2021-2024 Transportation Improvement Program. SCCOG reviewed and adopted a Regional Transportation Safety Plan, produced by CT DOT, which SCCOG will update every four years going forward. SCCOG's activities were reviewed by FHWA as part of its quadrennial review process. SCCOG staff conducted counts at park & ride facility utilization on a quarterly basis and submitted this information to CT DOT.

Since 2014, SCCOG has received funding from CTDOT to administer and manage the Local Transportation Capital Improvement Program (LOTICIP) in the region. Five LOTICIP projects have been completed, one is completing construction, and five are in design. In FY 2021 additional project concepts for LOTICIP funding were advanced, with one project conceived in FY 2020 submitting its full funding application. Projects funded with Transportation Alternatives Program (TAP) funds progressed, with construction in New London nearly complete and a project in Norwich proceeding to contract stage.

Implementation of SCCOG's 2019 Regional Bike and Pedestrian Plan continued with activities including the preparation of Bicycle Facility Planning Study for Route 2 in North Stonington, and providing technical assistance to the Bike Groton group. SCCOG also responded to a request for information from CT DOT planning regarding local bicycle plans and data. SCCOG's most recent UPWP includes staff time to plan for the proposed Eastern Shoreline Path.

SCCOG staff ensured that member municipalities were aware of funding opportunities, reviewed applications, and provided letters of support where appropriate (Community Connectivity, BUILD, Corridor Studies). SCCOG solicited applications for Section 5310 grants (Enhanced Mobility of Seniors & Individuals with Disabilities) and submitted six successful applications to CT DOT.

The transit planning program is funded with municipal dues and CTDOT's transportation planning grant, which includes funding from the Federal Transit Administration (FTA). The primary activities include: technical planning assistance to Southeast Area Transit (SEAT) and the Eastern Connecticut Transportation Consortium (ECTC); forecasting SEAT's financial needs and revenues; activities related to meeting the requirements of the Clean Air Act Amendments and the Americans With Disabilities Act; and public information. Included in the technical assistance to SEAT is

support of efforts to implement new transit initiatives. In 2014, SCCOG worked with SEAT to develop Comprehensive Operational Analysis (COA) of the SEAT bus system. During FY 2021, SCCOG staff continued to work with SEAT staff and the SEAT Board of Directors to implement the report's recommendations, and provided assistance with the development of a microtransit service in New London.

A number of special projects important to improving travel in the region have been conducted under this program. SCCOG worked with CT DOT to advance potential improvements to the Gold Star Bridge, providing information so that CT DOT could review feasibility of improving pedestrian facilities. SCCOG staff also engaged with the City of Norwich and CT DOT on a concept to reroute Route 2 away from Norwich's downtown areas. SCCOG also solicited requests for corridor studies and advanced successful applications for corridor study projects in Norwich and Groton.

C. Emergency Management Planning:

SCCOG has played several roles in coordinating emergency management planning in the region. In 2014, upon the dissolution of WINCOG, SCCOG assumed the role of lead fiduciary for the Department of Emergency Management and Homeland Security (DEMHS) Region 4 Regional Emergency Planning Team (REPT), which it continues to do. In FY 2021, the REPT and its REPT Steering Committee approved a \$385,659.20 budget for the purchase of equipment and services and for the provision of training to the region's emergency responders. In addition to these grant funds, SCCOG administered six other ongoing emergency management grants during the past fiscal year.

D. Technical Planning Assistance to Municipalities:

In FY 2021, SCCOG contracted with six of its member municipalities to provide municipal planning services to member towns on a reimbursable basis. Towns receiving this service include Bozrah (two contracts: one for Planning and Zoning, and one for Inland Wetlands); Franklin (Planning and Zoning, and Inland Wetlands); Lisbon (Planning and Zoning); Salem (Planning and Zoning); and Sprague (Planning and Zoning). During this past year, SCCOG staff provided a total of 2,115 hours of technical assistance to the participating municipalities under this program. In addition, SCCOG provided on-call planning assistance on an emergency or temporary basis to its member towns, such as when a town requires additional support of existing staff or when a town is in the process of conducting a search for a new planner.

In FY 2021, SCCOG worked with several towns (North Stonington, Bozrah, Franklin, Salem, Sprague, and Lebanon) to assist them in their preparation and adoption of Affordable Housing Plans, partially supported by CT Department of Housing technical assistance grants. In FY 2021, SCCOG staff spent 537 hours on this service, under contract to the receiving municipalities. SCCOG also assisted several other municipalities in applying for the most recent round of grants for this work and expects to continue this service in FY 2022.

As previously mentioned, in FY 2021 SCCOG developed a program to offer Building Official services to municipalities, in response to a need expressed by several municipalities. Under contract to two municipalities (Ledyard and Preston), SCCOG contractors provided 406 hours of service.

In addition to maintaining region-wide parcel data and a regional GIS and parcel documents viewer, SCCOG staff provided additional GIS services to municipalities under contract as needed, including

developing an online, interactive Trails viewer for the Town of Ledyard.

3) PERFORMANCE OF SCCOG'S REGIONAL PROGRAMS

The SCCOG adopts a Unified Planning Work Program (UPWP) every two years as required by federal law in order to receive transportation planning funds in its capacity as a Metropolitan Planning Organization (MPO). Each year, SCCOG prepares an annual Work Program that summarizes the work planned in that particular year including that work outlined in the UPWP. These two documents collectively document SCCOG's goals and objectives, planned tasks, and budgets allotted for specific tasks and programs. The SCCOG's FY 2021 Work Program, adopted by the SCCOG on December 18, 2019, is as follows. A review of this document in comparison to the above-described regional programs and services would indicate that the SCCOG achieved its goals and objectives with the funding which was actually made available to it this past fiscal year.

COMPREHENSIVE PLANNING PROGRAM:

Funding:	OPM Regional Services Grant	\$387,500	
	SCCOG (Municipal Dues)	97,029	*
	SECHA	12,000	
	Investment Income	500	
	DEMHS FY 18 RCG	10,000	
	DEMHS FY 19 RCG	10,000	
	DEMHS FY 20 RCG	5,000	
	DEMHS FY 17 EMPG	1,500	
	TOTAL:	\$523,529	**

* Total dues to be collected is \$157,688, with \$60,659 used to match federal and state transportation funds.

** Includes funding for unallocated/return to Reserve. Actual funds available for comprehensive planning program are \$397,359.

Tasks		
1.	Program management	\$50,000
2.	Public information and participation	\$5,000
3.	Provide administrative and technical support for the Council of Governments including its Regional Planning Commission (RPC), Regional Human Services Coordinating Council (RHSCC), and other committees as needed	\$234,859
4.	Support economic development efforts with planning services including ongoing implementation of the regional CEDS; participation in seCTer; and EWIB	\$10,000
5.	Coordinate and cooperate with other agencies	\$10,000
6.	Provide technical assistance to municipalities, including training programs	\$20,000
7.	Perform Census-related activities, including assistance to the Bureau of the Census in reviewing and analyzing information from the 2010 Census and preparation for the 2020 Census	\$1,000
8.	Provide technical and administrative support to the SCCOG Regional Water Committee, the Eastern Connecticut Water Utility Coordinating Committee (WUCC), and other efforts to promote a regional water network	\$5,000
9.	Perform advisory reviews of matters referred under Federal and State law	\$2,000
10.	Monitor and act on legislation affecting the region	\$2,000
11.	Serves as fiduciary and participates in DEMHS Region 4 Collaboration with NECCOG to support Regional Emergency Planning Team, including administration of HazMat program	\$26,500
12.	Ongoing implementation of the 2017 Regional Plan of Conservation and Development (non-transportation elements)	\$5,000
13.	Implement the two-part Joint Land Use Study (JLUS) completed in 2019.	\$5,000
14.	Continue to provide Regional Election Monitor services using a grant from the Secretary of the State	\$9,000
15.	Continue to assist the Southeastern Connecticut Housing Alliance (SECHA) in their advocacy for more affordable housing in the region	\$12,000

TRANSPORTATION PLANNING PROGRAM:

Funding:	CTDOT Grant	\$545,930
	SCCOG	60,659
	LOTICIP	5,000
	TOTAL:	\$611,589

Tasks:		
1.	Program management	\$65,0006
2.	Public information and participation	\$30,0005
3.	Coordination and cooperation with other agencies, including CTDOT	\$40,000
4.	Data base development and management	\$51,1000
5.	Prepare and adopt an updated Regional Transportation Plan	\$25,000
6.	Prepare and adopt an updated Regional Transportation Improvement Program	\$10,000
7.	Coordinate tasks in FY 2017-19 Unified Planning Work Program; prepare and adopt a FY 2019-2021 Unified Planning Work Program	\$3,000
8.	As needed, participate in ongoing statewide transportation initiatives	\$10,000
9.	Continue implementation of the 2017 Regional Plan of Conservation and Development (transportation related elements)	\$10,000
10.	Maintain and implement the SCCOG's Congestion Mitigation Process (CMP)	\$25,000
11.	Prepare and implement the requirements of the agency's Title VI Program	\$5,000
12.	Monitor and assist with major projects/issues:	\$50,000
	- Follow-up activities related to: Rtes. 2, 2A, and 32 improvements; Rte. 85 improvements, and other regional transportation priorities. - Participate in preparation of updated I-95 study - Port of New London/State Pier - Ferry service improvements - Rail: electrification/other improvements; passenger service revitalization; including advocate for expansion of SLE - Multi-modal facilities development and preservation of multi-modal function at Union Station - State priority transportation projects in the region - Groton-New London Airport development - Assist Norwich Alternative Fuels Initiative - Preston/Ledyard/Groton Bikeway Initiative	
13.	Prepare a regional transportation safety plan in accordance with the Strategic Highway Safety Plan	\$5,000
14.	Completion preparation of regional Bicycle and Pedestrian Plan	\$5,000
15.	Provide technical assistance to member municipalities, assistance may include:	\$80,000
	- Land use/traffic corridor studies - Transportation elements of local plans	

	• Traffic counts	
	• Access management study follow-up	
	• Transportation facilities, including multi-modal	
16.	Review applications and oversee grants for Section 5310, vehicle replacement, and other Surface Transportation Programs such as, the Municipal Grants for the Elderly; LOCHSTP; the Local Road Accident Program, the Enhancement Program and STP-U funding program	\$20,000
17.	Within available resources, conduct regional studies/planning activities:	\$168,589
	• Cooperate with CTDOT, affected municipalities, and the Mashantucket Pequot and Mohegan Indian Tribes in developing strategies to manage casino impact on the region's transportation system	
	• Assist SEAT in the following areas: implementing the Comprehensive Operational Analysis completed in 2015; projecting financial needs; designing routes and schedules; updating the plan to provide transit services under the Americans With Disabilities Act; integration with LOCHSTP and conducting facility improvement studies as needed	
	• Participate in interagency planning and coordination related to transit support for the Jobs Access and Reverse Commute/Welfare-to-Work Program	
	• Further develop the Geographic Information System for the region, including maintaining a web-based Regional GIS	
	• Provide technical assistance to the Eastern Connecticut Transportation Consortium (ECTC) in the area of paratransit service	
	• Work with SEAT, ECTC, and the Rideshare Company and other organizations to coordinate their separate transit and paratransit services for the region, including Jobs Access and Reverse Commute program, welfare to work, Municipal Grants for the Elderly, Groton-Dial-A-Ride and other programs into a LOCHSTP program.	
	• Implement Environmental Justice program	
	• Review and analyze 2010 Census information for use in COG's transportation planning program	
	• Conduct Congestion Management System (CMS) Strategy reports	
	• Coordinate with CTDOT efforts to examine freight movements through and to the region	
18.	Manage the Local Transportation Capital Improvement Program (LOTICIP) in the Region, including application review and prioritization, and design review of proposed municipal projects	\$5,000
19.	Assist CTDOT in conducting the Transportation Alternative Program (TAP) for bicycle and pedestrian infrastructure improvement in this region	\$5,000

TECHNICAL ASSISTANCE:

Funding:	Contracts with Municipalities	\$140,000
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Tasks:	Provide planning services to municipalities on a fee-for-service basis. The assistance includes advisory services to local commissions, the conduct of special studies, the updating of local plans or regulations, and GIS assistance. In FY 2021, contracts were held with Bozrah (2), Franklin, Lisbon, Salem, and Sprague
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4) ANALYSIS OF SERVICES THAT COULD BE PROVIDED REGIONALLY

As stated in section 2) above, using an RPIP grant, the SCCOG completed work in FY 2018 on a Shared Services Opportunity Study for its member municipalities. The key objectives of this study was to examine current examples of shared services in the region; identify and evaluate potential impact of new shared service opportunities; and provide a process template that could be transferrable to other regions and municipalities in Connecticut. The study identified 33 existing shared arrangements where services are shared in 15 service areas. Opportunities for sharing services were examined for potential cost savings, potential service enhancement, and for potential improvement in service sustainability. The final shared services report that was prepared by the SCCOG may be read in full at seccog.org/publications. Some of the opportunities for new or expanded shared service arrangements include:

- regional animal control
- increased number of municipalities contracting with SCCOG for planning services
- shared assessment operations
- joint bidding for revaluation services
- selling/swapping unique public works services and specialty equipment
- shared marketing of recreational programs through use of a common website for registration and scheduling
- sharing of training opportunities
- potential formation of regional district to administer recreation functions
- evaluation of alignment of municipal and board of education financial software under joint license using a common system
- migration to single Enterprise Resource Planning (ERP) system and Document Management system across the region
- integrated municipal and boards of education Human Resources offices
- joint bidding/procurement of IT hardware and software.

5) RECOMMENDATIONS FOR LEGISLATIVE ACTION

Funding: Our first recommendation continues to be provision of a stable source of funding for Councils of Governments, which is important to allow us to continue to provide the programs and services that we do now, and that we might be able to do if the State and our member municipalities so requested. This includes the maintenance of Regional Service Grants at or in excess of the FY 2021 appropriation, and restoration of funding for the Regional Performance Incentive Program (RPIP).

Authority: A second recommendation is to further clarify in state statute that Councils of Governments can provide any service regionally that its member municipalities can, whether expressly stated in statute or not. As an example, our attempt to establish a regional ethics commission was put on hold in response to our attorney's opinion that this was not expressly allowed in state statute, and therefore could pose a problem in terms of appeals taken against the findings and recommendations of a regional commission. This lack of a statute allowing COGs to perform services for its members collectively that towns can perform individually, continues to be an impediment raised when regionalization of services is discussed.

Solid Waste Management: Although SCCOG's member municipalities are not directly impacted by the anticipated closing of the MIRA recycling plant in Hartford, they are similarly being stressed by the increasing and unpredictable costs of disposing of solid waste, including recyclables. What was once a revenue source (recyclables) has now become an additional expense paid out of general municipal budgets. In both 2020 and 2021, SCCOG's legislative agenda has asked for legislation that recognizes the changing financial implications of solid waste and recycling disposal. The agenda recommended three actions:

- 1) Increase the bottle redemption fee and expand the program to include additional bottle types (an act passed to implement this recommendation. Ban the sale of nips (no action).
- 2) Direct DEEP to revise its guidance and recommendations regarding single-stream recycling, an approach which is no longer economically viable due to changes in the global market for recycled materials.
- 3) Pass legislation to allow the use of crushed glass in the construction of roads, sidewalks, and septic systems. Currently, the only CT DEEP approved use of this recycled product is for landfill cover, and since there are few landfills left, the demand for the product is low. Allowing it to be used for other regulated purposes would reduce its volume in the waste disposal stream, thereby reducing costs, and would help create a market for recycled glass.

The Southeastern Connecticut Council of Governments (SCCOG) is one of nine regional councils of governments in Connecticut, formed and operating under the provisions of Sections 4-124i through 4-124p of the Connecticut General Statutes. The Council's mission is to provide a structure for intergovernmental cooperation for a wide range of issues facing southeastern Connecticut. Its predecessor, the Southeastern Connecticut Regional Planning Agency, was first established in January 1961. This annual report reviews SCCOG activities during the fiscal year (FY) ending June 30, 2021. For the latest news from SCCOG, visit us on the web at www.seccog.org or on Facebook ([SeCTCOG](https://www.facebook.com/SeCTCOG)).

Municipal chief elected officials from SCCOG's 22 member municipalities serve as SCCOG's policy board. The Council's bylaws provide for participation on a non-voting basis by representatives from the Mashantucket Pequot and Mohegan tribes, Naval Submarine Base New London, and U.S. Coast Guard Academy.



TRANSPORTATION

SCCOG is the state-designated Metropolitan Planning Organization (MPO) for the purposes of carrying out the regional transportation system planning and programming required under the Federal Transportation Act Fixing America's Surface Transportation Act (FAST ACT). In 2012, the SCCOG region was designated a Transportation Management Area (TMA) because its urbanized area has a population greater than 200,000, requiring SCCOG to establish a Congestion Management Process (CMP). The SCCOG successfully completed a Transportation Management Area Planning Certification Review by the Federal Highway and Federal Transit Administrations in the fall of 2020.

Major transportation tasks include the regional transportation plan; data collection and analysis; Transportation Improvement Program (TIP) development and activities related to meeting the requirements of the Clean Air Act Amendments; technical assistance to municipalities; public information; and participation with CTDOT in a variety of projects. Other tasks include further development of the Council's Geographic Information System capability (GIS); a comprehensive regional survey of local land use; and special studies as needed. Since 2014, SCCOG has received funding from

CTDOT to administer and manage the Local Transportation Capital Improvement Program (LOTICIP) in the region.

Metropolitan Transportation Plan: (MTP): SCCOG amended its 2019-2045 MTP to include additional projects for potential earmark funds.

Transportation Improvement Program (TIP): In FY 2021, SCCOG approved 42 amendments and 29 actions to the region's TIP, approved the FY 2021-2024 TIP, and endorsed the FY 2021-2024 State Transportation Improvement Program.

Regional Bike and Pedestrian Plan: Implementation of SCCOG's 2019 Regional Bike and Pedestrian Plan continued, with activities including the preparation of Bicycle Facility Planning Study for Route 2 in North Stonington and technical assistance to the Bike Groton group. SCCOG also responded to a request for information from CT DOT planning regarding local bicycle plans and data. SCCOG's most recent UPWP includes staff time to plan for the proposed Eastern Shoreline Path.

Local Transportation Capital Improvements Program (LOTICIP): This state grant program funds improvements to local roads. Five projects are completed, seven are in development, and four are currently in construction (New London, Norwich, Groton, and Waterford).

Transportation Alternatives Program (TAP): This program is funding two improvement projects in the region: the City of New London's project on William Street to enhance bicycle and pedestrian conditions (under construction), and the City of Norwich's improvements to New London Turnpike (currently in design).

Corridor Analyses: With funding from CTDOT, SCCOG is assisting two of its municipalities with corridor studies, for Route 32 in New London and Route 161 in East Lyme, and completed a multi-use path feasibility study along the Route 2 corridor in North Stonington.

Enhanced Mobility (Section 5310 Van Purchases): SCCOG coordinates the region's applications for federal funding to address special transportation needs. During FY 2021, funds were awarded for six accessible vehicles for six applicants (Easter Seals Capital Region & Eastern Connecticut, Inc., The Arc of Eastern Connecticut, Le-dyard, Colchester, Griswold, and Waterford, and for ECTC's Mobility Project and Voucher Program. SCCOG assisted applicants for FY 22 funding.

Transportation Safety Program: SCCOG adopted a Regional Transportation Safety Plan in January 2021.

REGIONAL PLANNING AND COORDINATION

COVID-19 Response: SCCOG staff continued to assist member municipalities in responding to the COVID-19 public health crisis throughout FY 2021. Activities included convening regular special meetings with the region's municipal CEOs and health district directors to transmit current information and public health guidance, and regularly compiling information from member municipalities to enable consistency in COVID protocols. SCCOG continued to support Connecticut's Executive Branch agencies, particularly DEMHS, in coordinating a Regional Recovery Steering Committee and associated working groups, at the request of the Office of the Governor. SCCOG staff also attended weekly COVID response calls convened by the Departments of Agriculture and Department of Aging and Disability Services. In response to the COVID-19 pandemic, SCCOG

expanded its capacity to conduct virtual and hybrid meetings and provided guidance to member municipalities in complying with changing protocols for public meetings.

Regional Planning: Implementation of SCCOG's 2017 Regional Plan of Conservation and Development (RPOCD) continued this past fiscal year. The RPOCD recommends a number of strategies and specific activities that are being implemented via our hazard mitigation planning, shared services coordination, housing planning, planner and commissioner training, transportation planning and regional economic development activities discussed in this report. SCCOG encourages partner requests for state or federal funding to include statements of how proposed activities relate to regional goals established in the RPOCD and has assisted municipal staff in preparing this information.

Military/Community Planning: SCCOG staff continues to work with SUBASE New London and its neighboring municipalities to identify and resolve potential use conflicts. In 2020, SCCOG received its third grant from the Department of Defense Office of Local Defense Community Cooperation (formerly OEA), to address parking issues in the vicinity of Electric Boat in the City of Groton. That project commenced in late 2020 and is expected to be completed in 2022.

Hazard Mitigation – Community Rating System Assistance: Municipalities must have a FEMA-approved hazard mitigation plan in order to receive certain federal funding for disaster planning and hazard mitigation projects. SCCOG satisfies this requirement for its member municipalities through its development of regional hazard mitigation plans. SCCOG has applied for a FEMA Building Resilient Infrastructure and Communities (BRIC) grant to update its hazard mitigation plan in 2022.

Housing/SECHA: SCCOG and its staff continue to support the work of the Southeastern Connecticut Housing Alliance (SECHA) and to provide technical assistance in housing planning and implementation to its member municipalities. In FY 2021, SCCOG staff assisted municipalities in obtaining technical assistance grants to prepare Affordable Housing Plans, and worked with six municipalities to prepare plans.

Planning and Zoning Reviews: Connecticut General Statutes require that municipalities advise Councils of Governments of certain changes to zoning or subdivision regulations to allow COGs to assess potential intermunicipal impacts. During the past FY, SCCOG staff

reviewed and responded to 55 municipal referrals.

Water: Members of the Eastern Connecticut Water Utility Coordinating Committee (WUCC) attended statewide coordination meetings. SCCOG staff has been strongly involved with the State WUCC's Interconnections/Regionalization Workgroup.

Stormwater: SCCOG continues to assist the regional stormwater collaborative administered by the Eastern Connecticut Conservation District.

Wastewater Management: In June 2019, SCCOG completed a Regional Wastewater Management Plan, the first in the region since the late 1960s. SCCOG staff have kept in contact with local wastewater staff to push forward projects identified in the plan.

Municipal Planner and Commissioner Training: SCCOG holds quarterly meetings of the Regional Planning Commission (RPC), consisting of representatives of each of our member municipalities' planning commissions. In FY 2021, SCCOG staff facilitated virtual meetings with the RPC with the primary topic of discussing how individual municipalities were responding to the COVID-19 pandemic. SCCOG continued to work towards the goal of educating regional commissioners and planners. The training video series started in the previous fiscal year was expanded with the addition of a dedicated Zoning Board of Appeals video.

Technical Planning Assistance to Municipalities: SCCOG provides municipal planning, zoning, and/or Inland Wetlands services to Bozrah, Franklin, Salem, Sprague, and Lisbon under seven contracts.

Fiscal Impacts of Development: SCCOG assisted municipalities with the use of the Fiscal Impact Analysis tool developed in 2019.

Human Services Coordination: SCCOG's Regional Human Services Coordinating Council (RHSCC) brings together representatives from the region's human service network and SCCOG chief elected officials to coordinate activities and to discuss matters of mutual concern. SCCOG completed an analysis of opportunities for shared services and regional collaboration among human services providers in 2020 and continues working on implementation, most recently supporting the development of a volunteer/board recruitment and training program.

Emergency Management Planning: SCCOG serves as the fiduciary for the Division of Emergency Manage-

ment and Homeland Security (DEMHS) Region 4 Regional Emergency Planning Team (REPT). In FY 2021, the REPT and its REPT Steering Committee approved a \$385,659 budget for equipment and training and administered six other ongoing emergency management grants during the past fiscal year.

Legislative Activity: SCCOG's 2020 and 2021 legislative agendas included proposals to stabilize education costs, reduce municipal waste management costs, authorize municipal stormwater authorities, and enable online gaming.

Municipal Shared Services: SCCOG continues to implement the recommendations of SCCOG's 2018 municipal shared services study. In Fiscal Year 2021, SCCOG worked with its member municipalities to explore developing regional resources to address continued and emerging needs for qualified Building Services, Zoning Enforcement, and Inland Wetlands personnel. As a result, SCCOG contracted with a part-time Building Inspector to provide these services to two member municipalities. In addition, 13 of SCCOG's 22 member municipalities participated in CRCOG's Capitol Region Purchasing Council during the year.

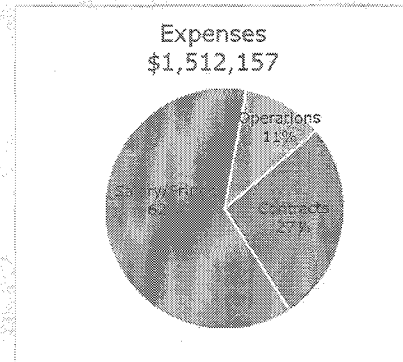
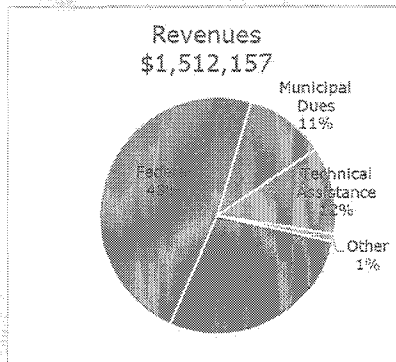
Regional Geographic Information Systems: SCCOG maintains regional GIS and property information systems originally developed with OPM grant funding. SCCOG also collects municipal parcel data and transmits it to OPM, in compliance with PA 18-175.

Sustainable CT: SCCOG staff worked with the Towns of Sprague and Lisbon to submit applications for federal funding under EPA's Community-Wide Assessment Grant program.

2020 Census Participation: In FY 2021, the Southeastern Connecticut Council of Governments worked with its municipalities to support a complete count in the 2020 Decennial Census and tracked the release of Census results.

Other Regional Partnerships: During the fiscal year, SCCOG staff participated in or supported efforts of other regional initiatives and organizations in southeastern Connecticut, including the Thames River Heritage Park Foundation, the Southeastern Connecticut Enterprise Region (seCTer), the Eastern Connecticut Workforce Investment Board (EWIB), the Emergency Food and Shelter Program (EFSP), the Eastern Connecticut Health Collaborative and the Health Improvement Collaborative of Southeastern Connecticut.

During FY 2021, the Council operated its program with a combination of funds from a variety of sources: municipal member dues, Federal grants and programs, State grants and programs, fee-for-service technical assistance, and miscellaneous other sources. Member municipalities contributed toward the support of the Council at the per capita rate of \$0.55. The charts to the right summarize revenues and expenditures during the fiscal year.



Copies of the FY 2021 independent audit by Hoyt, Filippetti & Malaghan, LLC are available for review at the SCCOG office and at www.seccog.org.

SCCOG MEMBERS

Bozrah: Glenn Pianka	Lebanon: Kevin Cwikla	Preston: Sandra Allyn-Gauthier	Affiliate Members:
Colchester: Andreas Biskibos	Ledyard: Fred Allyn, III (Chairman)	Salem: Ed Chmielewski	Mashantucket Pequot Tribe: Rodney Butler Robert Hayward (Alt)
East Lyme: Kevin Seery	Lisbon: Tom Sparkman	Sprague: Cheryl Allen Blanchard	Mohegan Tribe: James Gessner, Jr. Chuck Bunnell (Alt)
Franklin: Charles Grant	Montville: Ron McDaniel	Borough of Stonington: Jeffrey Callahan	U.S. Naval Submarine Base: CAPT Ken Curtin Steve Sadlowski (Alt)
Griswold: Dana Bennett	New London: Michael Passero	Town of Stonington: Danielle Chesebrough	U.S. Coast Guard Academy: RADM William Kelly LCDR Samuel Andriessen (Alt)
Borough of Jewett City: Timothy Sharkey	North Stonington: Robert Carlson	Waterford: Rob Brule	
City of Groton: Keith Hedrick	Norwich: Peter Nystrom John Salomone (Alt)	Windham: Thomas DeVivo Jim Rivers (Alt)	
Town of Groton: Patrice Granatosky John Burt (Alt)			

SCCOG STAFF

James S. Butler, AICP Executive Director	Sam Alexander, AICP Planner III	Wendy Leclair Office Manager	Phil Chester, AICP Contract Planner
Amanda Kennedy, AICP Deputy Director/ Dir. of Special Projects	Jenna Albers Planner II	Liz Crutcher GIS Coordinator	Michael J. Murphy, AICP Contract Planner
Katherine Rattan, AICP Planner III/ Transportation Program Manager	Justin LaFountain Planner II	Tom Weber Contract Building Official	
	Carly Holzschuh, AICP Planner II		