

# FY 2022 - 2023

## Unified Planning Work Program for the Naugatuck Valley Planning Region



Prepared by the:

Naugatuck Valley Council of Governments

Endorsed by the:

Central Naugatuck Metropolitan Planning Organization

May 14, 2021

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ADOPTION OF THE 2022-2023 UNIFIED PLANNING WORK PROGRAM  
CNVMPO RESOLUTION 2021-15



CENTRAL NAUGATUCK VALLEY  
METROPOLITAN PLANNING ORGANIZATION

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702 · 203-757-0535 · 203-735-8688

RESOLUTION 2021-15

ADOPTION  
FY 2022-2023 UNIFIED PLANNING WORK PROGRAM  
CENTRAL NAUGATUCK VALLEY MPO

**WHEREAS**, the Central Naugatuck Valley MPO is required to conduct the federal metropolitan transportation planning process in accordance with federal planning regulation.

**WHEREAS**, the Naugatuck Valley Council of Governments is the designated host agency for the Central Naugatuck Valley MPO and has prepared the *FY 2022-2023 Unified Planning Work Program* in accordance with the federal planning guidelines.

**WHEREAS**, the draft UPWP lists and describes the planning tasks to be completed over the next two fiscal years and has developed task allocation budgets to accomplish such tasks.

**NOW, THEREFORE BE IT RESOLVED** Central Naugatuck Valley Region MPO approves, endorses and authorizes the *Unified Planning Work Program*, as prepared by NVCOG and negotiated with the State Department of Transportation, as the CNVMPO's Transportation Work Plan for FY 2022 and FY 2023.

This resolution shall become effective as of May 14, 2021.

I do hereby certify that the resolution adopted by the CNVMPO at a public meeting held on May 14, 2021, at which a quorum was present and that the same is a correct and true transcript from the original thereof.

Respectfully submitted,

Ed Mone, Secretary

May 14, 2021

Date



# URBAN TRANSPORTATION PLANNING CERTIFICATION CNVMPO RESOLUTION 2021-17



## CENTRAL NAUGATUCK VALLEY METROPOLITAN PLANNING ORGANIZATION

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702 • 203-757-0535 • 203-735-8688

### RESOLUTION 2021-17

#### URBAN TRANSPORTATION PLANNING CERTIFICATION CENTRAL NAUGATUCK VALLEY MPO

**WHEREAS**, the Central Naugatuck Valley MPO (CVNMPO) is required by the *Fixing America's Surface Transportation Act (FAST Act)* and related US Department of Transportation regulations to certify that the metropolitan transportation planning process is being carried out in accordance with all US Department of Transportation requirements and regulations and must submit such certification concurrent with the submittal of the entire proposed Transportation Improvement Program to the Federal Highway Administration and Federal Transit Administration as part of the STIP approval.

**WHEREAS**, the Naugatuck Valley Council of Governments is the designated host agency for the Central Naugatuck Valley MPO and conducts the transportation planning process in accordance with the regulations promulgated by the US Department of Transportation and specified in the *FAST Act*, by preparing a Unified Planning Work Program, conducting and performing the transportation planning activities contained in the UPWP, preparing, maintaining and amending the endorsed short-range Transportation Improvement Program (TIP), preparing and updating the metropolitan transportation plan (MTP), assessing the air quality impacts of the proposed transportation improvement projects included in the TIP and MTP, and proactively involving the public in the metropolitan transportation planning process.

**WHEREAS**, the *CNVMPO* adheres to the principles of non-discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity, as specified in Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and the Older Americans Act, and regarding the involvement of disadvantaged business enterprises in USDOT funded projects and the implementation of an equal opportunity program on Federal and Federal-aid highway construction contracts.

**NOW, THEREFORE BE IT RESOLVED** that the Central Naugatuck Valley MPO, the metropolitan planning organization for the Central Naugatuck metropolitan planning area and the Waterbury urbanized area hereby certifies that the urban transportation planning process has been and is being conducted in accordance with the terms and provisions of the rules and regulations promulgated by the US Department of Transportation under the FAST Act and all applicable provisions relative to public and private providers of mass transportation, civil rights, involvement of minority business enterprises, special efforts for elderly and disabled persons, the Clean Air Act and amendments, 23 USC and 49 USC have been satisfied.

This resolution shall become effective as of May 14, 2021.

I do hereby certify that the resolution adopted by the CNVMPO at a public meeting held on May 14, 2021, at which a quorum was present and that the same is a correct and true transcript from the original thereof.

Respectfully submitted,



Ed Mone, Secretary

May 14, 2021

Date

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# I. STATEMENT OF COOPERATIVE MPO/STATE/TRANSIT OPERATORS PLANNING ROLES AND RESPONSIBILITIES NAUGATUCK VALLEY PLANNING REGION

## Purpose

The purpose of this statement is to outline the roles and responsibilities of the State, the Central Naugatuck Valley Metropolitan Planning Organization (CNVMPO) and appropriate providers of public transportation as required by 23 CFR Sec. 450.314(a), (h) “Metropolitan Planning Agreements”.

## General Roles & Responsibilities

The CNVMPO 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.

### Metropolitan Transportation Plan

1. CNVMPO will be responsible for preparing and developing the long range (20–25 years) metropolitan transportation plans for their respective region.
2. CNVMPO may develop a consolidated transportation plan summary report for the planning region that includes the key issues facing the area and priority programs and projects.
3. CTDOT will provide the following information and data in support of developing the transportation plan:
  - a. Financial information - estimate of anticipated federal funds over the 20-to-25 year time frame of the plan for the highway and transit programs.
  - b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode. (CTDOT will provide this only if requested since CNVMPO may maintain their own travel forecast model.)
  - c. Traffic count data for state roads in the CNVMPO 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. CNVMPO may conduct transportation modeling for the area.
5. CNVMPO will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, they will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

## Transportation Improvement Program (TIP)

1. The selection of projects in the TIP and the development of the TIP will occur through a consultative process between CTDOT, CNVMPO, and the appropriate provider(s) of public transportation.
2. CTDOT will send a draft proposed 5-year Capital Plan to the CNVMPO for review and comment. The draft list will reflect input that the CTDOT received from the, CNVMPO during the consultation process on the previous year's plan.
3. CTDOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and the 5-year Capital Plan.
4. CTDOT will consult with and solicit comments from CNVMPO and transit providers on the TIP and incorporate where practicable.
5. CTDOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to allow the CNVMPO to explain the projects to the policy board and the general public.
6. CTDOT will provide a list of projects obligated during each of the federal fiscal years covered by the TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
7. CNVMPO 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. CNVMPO will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the TIP/STIP Administrative Action/Amendment/Notification process.
8. CTDOT will develop the STIP based on the MPOs' TIPs and projects located in the rural regions of the State.
9. CTDOT will include one STIP entry each for the Bridge program and the Highway Safety Improvement program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Bridge Report and the Safety Report monthly. The one-line entry will reduce the number of entries needed in the STIP. Any projects listed in the Bridge and or Safety Report that are over \$5m and on the NHS, will be transferred directly into the STIP as its own entry per the TIP/STIP Administrative Action/Amendment/Notification process.
10. CTDOT will provide proposed amendments to the CNVMPO for consideration. The amendment will include a project description that provides sufficient detail to allow the CNVMPO to explain the proposed changes to the CNVMPO board and project management contact information. It will also provide a clear reason and justification for the amendment.

If it involves a new project, CTDOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.

11. When an amendment to the TIP/STIP is being proposed by the CNVMPO, the project sponsor will consult with CTDOT to obtain concurrence with the proposed amendment, to obtain Air Quality review and consistency with Air Quality Conformity regulations and ensure financial consistency.
12. CTDOT will provide a financial assessment of the STIP with each update. CNVMPO should prepare a TIP summary table listing all projects by funding program sorted by year based on CTDOT's financial assessment demonstrating and maintaining financial constraint by year.

### Air Quality Planning

1. CTDOT and CNVMPO should meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.
2. CTDOT will conduct the regional emissions analysis, which includes the CNVMPO area and provide the results to the CNVMPO. 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. CNVMPO 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. CNVMPO will make the regional emissions analysis available to the public.

### Public Participation Program

1. The CNVMPO will annually review and evaluate their public participation program.
2. The CNVMPO 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 CNVMPO 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. CNVMPO will comply with federal legislation on these issues.

4. The CNVMPO's process for developing plans, projects, and programs will include consultation with state and local agencies responsible for land use and growth management, natural resources, environmental protection, conservation and historic preservation.
5. The CNVMPO 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 CNVMPO 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 CNVMPO 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 CNVMPO 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 CNVMPO and CTDOT will assist the transit provider(s), to the extent feasible, with planning for transit-related activities.

### Fiscal/Financial Planning

1. The CTDOT will provide the CNVMPO 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 CTDOT will notify the CNVMPO 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 CNVMPO will prepare summary tables and charts that display financial information for presentation to the policy board.

### Congestion Management Process (CMP) Program

1. The CNVMPO 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 CNVMPO will conduct congestion strategies studies for critical corridors and identify possible improvements to reduce congestion and delay.
3. The CNVMPO will work with CTDOT on programming possible congestion-reducing projects.
4. The CNVMPO 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 CTDOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for the CNVMPO.
2. The CNVMPO will maintain and update the Regional ITS Architecture for the CNVMPO, 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 the CTDOT MAP21 website.
4. CTDOT will develop a Measures and Deliverables tracking spreadsheet outlining each Performance Measure, the deliverables required, the submittal dates and the CTDOT contact and provide to the CNVMPO.

## 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 CNVMPO and Transit Representatives on assumptions.
3. The CTDOT will provide CNVMPO and Transit Representative with 30 days to provide feedback on the data received and the assumptions provided.
4. The feedback received will be discussed at the next scheduled monthly meeting.
5. CTDOT will set targets for each performance measure based on feedback received.

## C. Reporting of Performance Targets

1. CTDOT will notify the CNVMPO 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 CNVMPO for their use in educating the MPO Policy Board. CTDOT will provide region level data summaries, if available.
3. The CNVMPO 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 CNVMPO is establishing their own targets, the CNVMPO will report those targets to the CTDOT by email no later than the 180-day timeframe.
5. The CNVMPO 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 CNVMPO 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 CNVMPO 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 CNVMPO. However, CNVMPO targets are not required to be updated annually, only revisited whenever the CNVMPO updates their MTP and/or TIP on or after October 1, 2018.
8. For FTA safety performance measures as part of the PTASP, the CNVMPO 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 CNVMPO 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 CNVMPO in a timely manner, and the MPOs will incorporate them into their planning process.
3. CNVMPO 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.

#### 23 Performance Measures

Highway Safety	Number of Fatalities – Hybrid Target based on annual average and engineering best practices
Highway Safety	Rate of Fatalities per 100 million VMT – Hybrid Target based on annual average and engineering best practices

Highway Safety	Number of Serious Injuries – Hybrid Target based on annual average and engineering best practices
Highway Safety	Rate of Serious Injuries per 100 million VMT – Hybrid Target based on annual average and engineering best practices
Highway Safety	Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries – Hybrid Target based on annual average and engineering best practices
Bridges & Pavements	Percentage of Pavements of the Interstate System in Good Condition
Bridges & Pavements	Percentage of Pavements of the Interstate System in in Poor Condition
Bridges & Pavements	Percentage of Pavements of the Non-Interstate NHS in Good Condition
Bridges & Pavements	Percentage of Pavements of the Non-Interstate NHS in Poor Condition
Bridges & Pavements	Percentage of NHS Bridges classified in Good Condition (by deck area)
Bridges & Pavements	Percentage of NHS Bridges classified in Poor Condition (by deck area)
System Performance	Percent of the Person-Miles Traveled on the Interstate That Are Reliable
System Performance	Percent of the Person-Miles Traveled on the Non-Interstate NHS That Are Reliable
Freight	Percent of the Interstate System mileage providing for reliable truck travel times
Congestion and Air Quality	Annual Hours of Peak-Hour Excessive Delay (PHED)
Congestion and Air Quality	Percent of Non-SOV Travel
Congestion and Air Quality	Total Emissions Reduction
Transit Asset Management	Percentage of Service (non-revenue) Vehicles that have met or exceeded their Useful Life Benchmark (ULB)
Transit Asset Management	Percentage of Facilities with an asset class rated below condition 3 on the TERM scale.
Transit Asset Management	Infrastructure (rail, fixed guideway, track, signals, and systems) - Percentage of track segments with performance restrictions
Transit Asset Management	Percentage of Revenue Vehicles within a particular asset class that have met or exceeded their ULB

FTA C 5010.1E	Number of fatalities per “vehicle revenue miles.” by mode.
FTA C 5010.1E	Number of serious injuries per “vehicle revenue miles.” by mode.

Amendment

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

Effective Date

This Statement will be effective after it has been endorsed by the CNVMPO 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.

## II. NAUGATUCK VALLEY PLANNING REGION REGIONAL TRANSPORTATION PLANNING PROCESS

### Introduction

The Naugatuck Valley Council of Governments (NVCOG) was formed on January 1, 2015, by the merger of the Council of Governments of the Central Naugatuck Valley (COGCNV) and the Valley Council of Governments (VCOG). The City of Bristol and Town of Plymouth, formerly of the Central Connecticut Regional Planning Agency, elected to join the new organization.

The Naugatuck Valley planning region encompasses 19 municipalities in west-central Connecticut covering approximately 422 square miles. The City of Waterbury is the largest city and serves as the region’s central city. Based on the most recent American Community Survey (ACS), the region has a total population of 446,048 people. The Naugatuck Valley planning region includes almost the entire Census-defined Waterbury urbanized area, and parts of the Bridgeport-Stamford urbanized area, New Haven urbanized area and Hartford urbanized area.

Member Municipalities of the NVCOG			
▪ Ansonia	▪ Derby	▪ Prospect	▪ Waterbury
▪ Beacon Falls	▪ Middlebury	▪ Seymour	▪ Watertown
▪ Bethlehem	▪ Naugatuck	▪ Shelton	▪ Wolcott
▪ Bristol	▪ Oxford	▪ Southbury	▪ Woodbury
▪ Cheshire	▪ Plymouth	▪ Thomaston	

The NVCOG coordinates planning activities and provides technical and support services to the region’s transportation policy and decision-making boards and member municipalities. While the consolidation of COGCNV and VCOG combined planning in the region, the jurisdiction of the metropolitan planning organizations (MPOs) was not adjusted to correspond to the new regional planning area boundaries. The NVCOG conducts the federal transportation planning process in accordance with federal regulations, and as provided in **MAP-21** and **FAST Act** for the Central Naugatuck Valley Region MPO (CNVMPO). Four regional municipalities remain members of the Greater Bridgeport and Valley MPO (GBVMPO) – Ansonia, Derby, Seymour and Shelton.

*Federal transportation planning funds attributable to these four communities have been allocated to the Greater Bridgeport-Valley Metropolitan Planning Organization (GBVMPO) but the responsibility for conducting the transportation planning process for those communities remains with the NVCOG, as the co-host of the GBVMPO. The NVCOG and the Connecticut Metropolitan Council of Governments have entered into a Memorandum of Understanding / Cooperative Agreement on the suballocation of the portion of the federal transportation planning*

*funds attributable to the four lower Valley municipalities to the NVCOG. The planning tasks to be conducted by NVCOG under that agreement will be included in the GBVMPO UPWP.*

The Unified Planning Work Program for the NVCOG is prepared in accordance with Title 23 CFR Part 420 and Part 450 Section 308. The metropolitan transportation planning activities documented in the UPWP will be performed using funds provided by the U.S. Department of Transportation (Federal Highway Administration and Federal Transit Administration), under Title 23 U.S.C. and Title 49 U.S.C. Chapter 53. The planning tasks for the CNVMPO are described in the UPWP.

Funding to perform UPWP tasks is also provided by the Connecticut Department of Transportation (CTDOT) and member municipalities of the NVCOG.

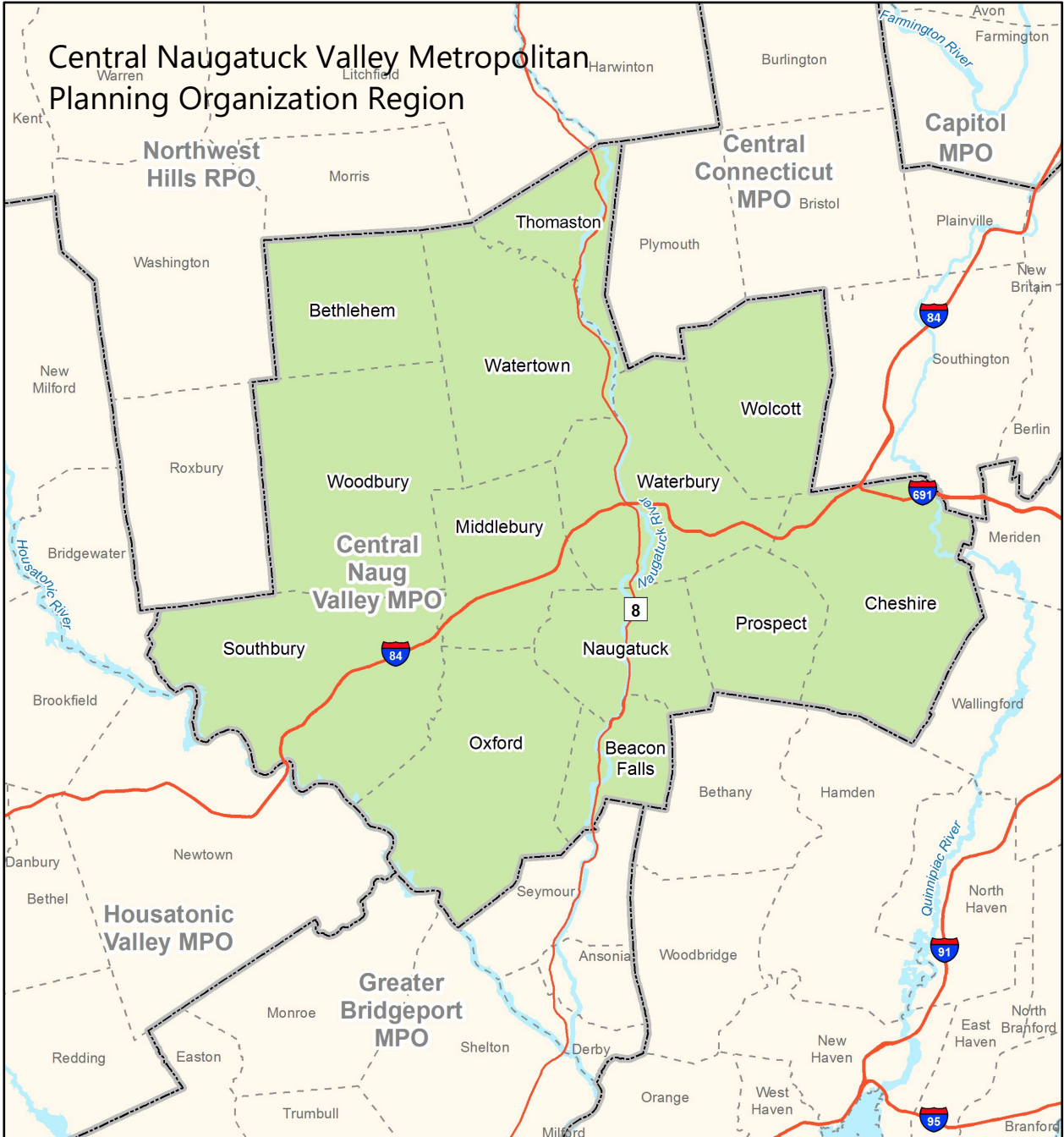
### Metropolitan Planning

The Naugatuck Valley planning region is located in west-central Connecticut and lies primarily in New Haven County. Several of the region's northern communities are located in Litchfield County. The City of Bristol is in Hartford County and the City of Shelton lies in Fairfield County. The region's center city is Waterbury, which is mid-way between Hartford to the east, New Haven to the south, Bridgeport to the southwest and Danbury to the west. The Census-defined urbanized areas that overlap the jurisdiction of the CNVMPO are depicted on the map on the page 15.

With the merger of the COGCNV with the VCOG, metropolitan planning, as required by the US Department of Transportation, is conducted by the Naugatuck Valley Council of Governments (NVCOG) for Central Naugatuck Valley Metropolitan Planning Organization (CNVMPO). Four municipalities of the NVCOG remain members of the Greater Bridgeport and Valley MPO. The NVCOG conducts regional transportation planning for those four communities under an agreement with the GBVMPO. The CNVMPO is primarily responsible for providing policy direction on all aspects of the transportation planning process, as specified in federal transportation acts, including the **MAP-21**, **FAST Act** and federal transportation policies and rules. Responsibilities include:

1. Adopting a comprehensive and multi-modal long-range regional metropolitan transportation plan (MTP) for the CNVMPO metropolitan planning area.
2. Developing, maintaining and, as necessary, amending a short-range, metropolitan transportation improvement program (TIP).
3. Ensuring its transportation plan, program and projects conform to air quality goals.

The membership of the CNVMPO consists of the chief elected official of each municipality in the metropolitan planning area. The jurisdiction of the CNVMPO is shown on the map on page 13.





## Member Municipalities of the CNVMPO

▪ Beacon Falls	▪ Naugatuck	▪ Thomaston
▪ Bethlehem	▪ Oxford	▪ Waterbury
▪ Bristol	▪ Plymouth	▪ Watertown
▪ Cheshire	▪ Prospect	▪ Wolcott
▪ Middlebury	▪ Southbury	▪ Woodbury

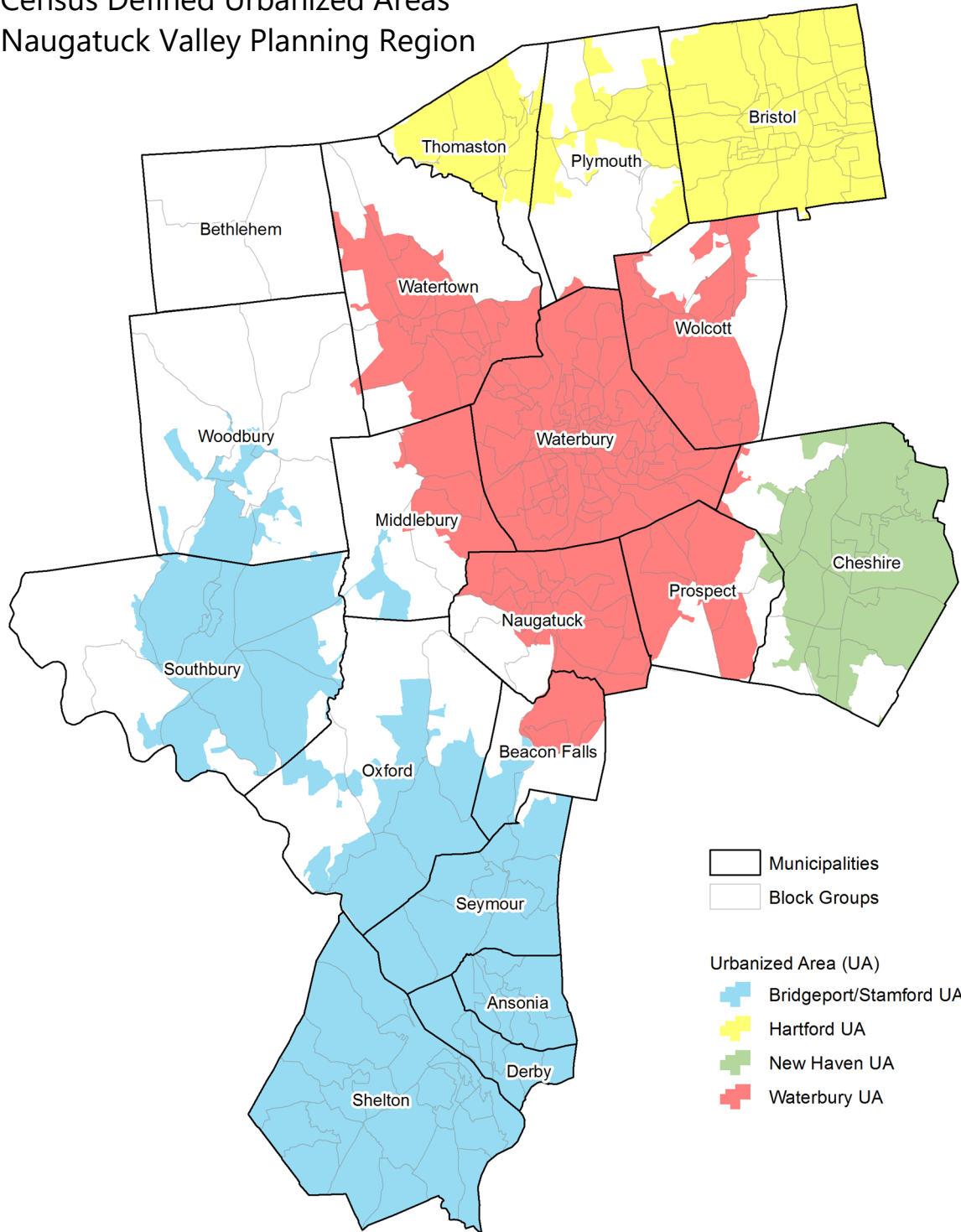
The CNVMPO policy board oversees the regional transportation planning and capital programs for the planning area and prepares and maintains the MTP and biennial UPWP. The NVCOG is also the designated, direct FTA grant recipient for the Bridgeport-Stamford TMA apportionment attributable to the lower Valley area including the Valley Transit District (VTD).

The NVCOG adopted a proactive public involvement program and policy that provides an opportunity for the public to review and comment on CNVMPO plans, programs and projects. The policy was updated and revised during 2016 and endorsed on March 10, 2017. It encourages participation in the metropolitan transportation planning process by residents and interested groups to ensure they have the opportunity to provide valuable insight in planning decisions and programming activities. It includes notification of CNVMPO meetings and actions, opportunities to review, comment and influence the transportation planning process. Reports and documents prepared by the CNVMPO are made available to the public in an electronic form and summaries of the on-going planning activities are posted on the NVCOG website. Since the declaration of the health emergency due to the COVID-19 pandemic, the NVCOG has adopted state policies related to virtual public information meetings. The use of virtual public involvement is expected to extend into FY 2022.

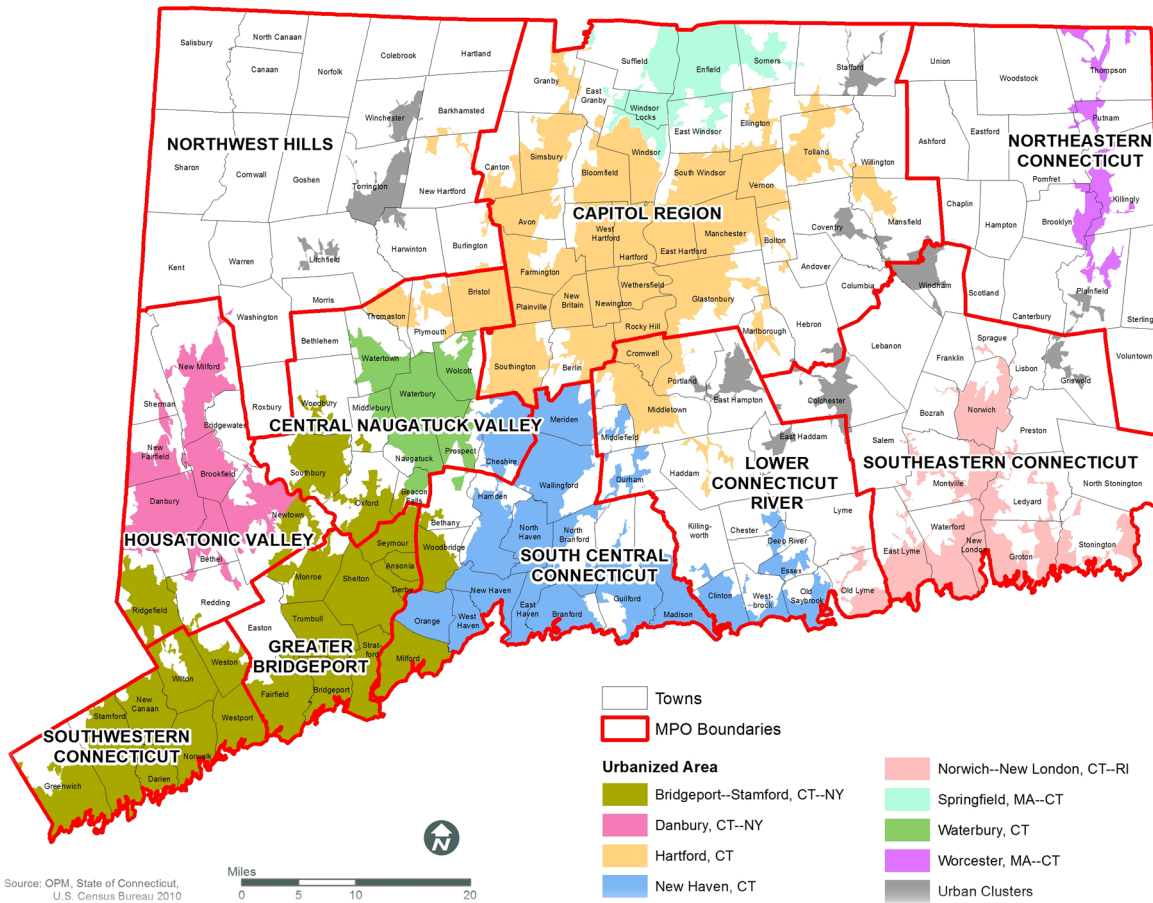
The CNVMPO is not designated as a Transportation Management Area (TMA); therefore, Federal Certification of its transportation planning process is not required. However, the CNVMPO conducts its transportation planning process in conformity with applicable US Department of Transportation metropolitan planning requirements and self certifies that its planning process conforms to the Metropolitan Planning Rule, 23 CFR Part 450 Subpart C and 49 CFR Part 613. It also participates in the federal certification process for the GBVMPO and Capitol Region MPO, as several member municipalities are located in the respective urbanized areas that are designated as TMAs.

The existing MPOs in Connecticut are depicted on the map on page 16.

# Census Defined Urbanized Areas Naugatuck Valley Planning Region



# Metropolitan Planning Organizations in Connecticut



A number of transportation agreements and memoranda of understanding have been executed to guide the collaborative process.

The GBVMP replaced the Tri-State Regional Planning Commission in June of 1981. A *Memorandum of Understanding for Transportation Planning in the Greater Bridgeport and Valley Planning Regions* was adopted in 1981 that established membership in the GBVMP. The MOU designated the Greater Bridgeport Regional Planning Agency and the Valley Regional Planning Agency as the co-hosts of the GBVMP and responsible for the transportation planning process in their respective planning regions, including separate regional transportation plans, unified planning work programs and agreements. The MOU was reaffirmed in FY 1996 and rewritten in 2006 to reflect new federal transportation planning guidelines and requirements, as well as the conversion of the co-hosts from “regional planning agencies” to “councils of governments.” The operations of GBVMP and individual roles and responsibilities of the two COGs are described in

the *Memorandum of Understanding Regarding Transportation Planning Responsibility and Federal Transportation Funding in the GBVMPO*.

The GBVMPO also has an agreement in place regarding transportation planning and funding in the entire Bridgeport-Stamford urbanized area. The contents and articles of the new MOU:

2. Define the method for distributing transportation planning funds within the Bridgeport-Stamford urbanized area to the member RPOs through the Connecticut Department of Transportation (CTDOT) from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).
3. Define the method for distributing funds from the FHWA Surface Transportation Program (STP): Urban Area Account attributable to the Bridgeport-Stamford urbanized area and FTA Section 5307 Capital Grant Program funds earmarked to the Bridgeport-Stamford urbanized area.
4. Define the roles and responsibilities of member RPOs and transit operators in performing, conducting and coordinating the transportation planning process in the Bridgeport-Stamford urbanized area.
5. Define how the MPOs and transportation planning agencies in the Bridgeport-Stamford urbanized area will coordinate planning activities relating to the long range regional transportation plans, transportation improvement program and annual work programs.

The MOU for transportation planning and funding in the Bridgeport-Stamford urbanized area was updated and expanded in FY 2021 to better conform to federal planning regulations. Three councils of governments with members located in the Bridgeport-Stamford urbanized area and six transit districts that operate service within the UZA are parties to the MOU. The COGs include:

- Western Connecticut Council of Governments (WestCOG)
- Connecticut Metropolitan Council of Governments (MetroCOG)
- Naugatuck Valley Council of Governments (NVCOG).

The transit operators consist of:

- Greater Bridgeport Transit Authority (GBTA)
- Housatonic Area Regional Transit District (HART)
- Norwalk Transit District (NTD)
- Milford Transit District (MTD)
- Valley Transit District (VTD)
- CT*transit* Stamford Division (CTDOT is responsible for the coordination of planning and funding for the CT*transit* divisions within the state and is, therefore, a party to the Bridgeport-Stamford UZA MOU)

The NVCOG endorsed the new MOU on May 8, 2020.

Similarly, an MOU was executed by the COGs that have cognizance in the Hartford urbanized area. The parties to this MOU are: the Capitol Region Council of Governments (CRCOG), the Naugatuck Valley Council of Governments (NVCOG), the Lower Connecticut River Valley Council of Governments (RiverCOG), and the Northwest Hills Council of Governments (NHCOG). It was executed on March 18, 2018.

An agreement has been executed between the Connecticut Metropolitan Council of Governments (MetroCOG), Western Connecticut Council of Governments (WestCOG), NVCOG, Capitol Region Council of Governments (CRCOG), South Central Region Council of Governments (SCRCOG), Lower Connecticut River Valley Council of Governments (RiverCOG), the New York Metropolitan Transportation Council (NYMTC), the North Jersey Transportation Planning Authority (NJTPA), Orange County Transportation Council (OCTC), and the Lehigh Valley Planning Commission (LVPC) that covers the coordination of transportation planning within the federally designated New York Metropolitan Transportation Management Area. The group is collectively referred to as the Metropolitan Area Planning Forum or MAP Forum. As part of this MOU, the transportation planning organizations have voluntarily agreed to coordinate transportation planning and programming and exchange planning documents. The MAP Forum meets two times each year to discuss transportation projects and programs affecting the entire area. Organizational calls are held more frequently and as need arises. The MAP Forum has created a Multi-State Freight Working Group and a Resiliency Working Group. The MOU was adopted in 2008 and was updated and revised in 2017 to expand the boundaries of the MAP Forum.

## Transportation Systems

The transportation system of the Naugatuck Valley region is diverse and offers its residents an integrated range of options. The region's transportation system is oriented toward two limited access highways: Interstate 84, which runs in an east-west direction, and Route 8, extending in a north-south direction from Bridgeport to Winchester. Interstate 691 also passes through the region, connecting I-84 to Interstate 91 and Route 15 between Cheshire and Meriden.

The region is also served by commuter rail operated by the Metro-North Railroad. Six stations are located along the Waterbury branch rail line (WBL): Derby-Shelton, Ansonia, Seymour, Beacon Falls, Naugatuck and Waterbury. The WBL is single-track and currently defined as "dark territory" because of the absence of signalization. The state is designing a full signalization system and Positive Train Control, as well as constructing by-pass sidings. This work is expected to be operational by mid-2021. While service is currently limited, there is potential for increased ridership in response to these infrastructure improvements.

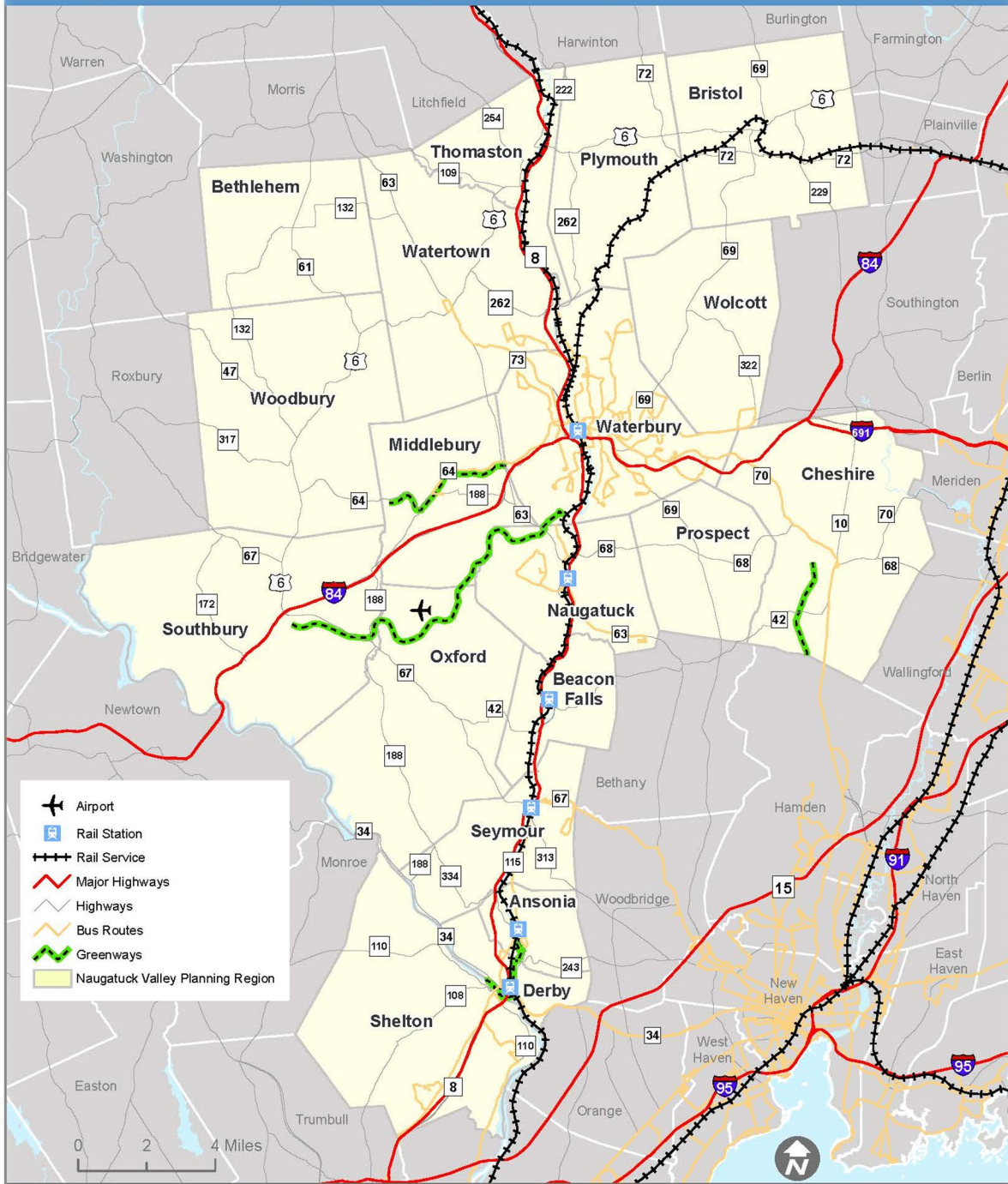
Key transportation facilities in the region include:

- Interstate 84 from the New York state line at Danbury to the Massachusetts state line – passes through Southbury, Middlebury, Waterbury, and Cheshire.
- Interstate 691 an interstate connector between I-91 and I-84.
- Route 8 Expressway – General Samuel Jaskilka Highway.
- Several principal arterials:

- US Route 6 – Bristol, Plymouth, Thomaston, Watertown, Woodbury and Southbury
  - Route 10 – Cheshire
  - Route 34 – Derby, Seymour and Oxford
  - Route 63 – Naugatuck, Middlebury and Watertown
  - Route 64 – Waterbury, Middlebury and Woodbury
  - Route 68 – Cheshire, Prospect and Naugatuck
  - Route 69 – Prospect, Waterbury, Wolcott and Bristol
  - Route 72 – Bristol and Plymouth
  - Route 73 – Waterbury and Watertown
  - Route 115 – Derby, Ansonia and Seymour
  - Route 229 – Bristol
  - SR 727 – Derby and Ansonia
  - SR 847 – Waterbury
- An interconnected network of minor arterials.
  - Local fixed-route bus services provided by Greater Bridgeport Transit and Connecticut Transit (New Haven, Bristol-New Britain and Waterbury divisions).
  - Specialized paratransit services for the elderly and disabled – Valley Transit District and Greater Waterbury Transit District.
  - Commuter rail service along the Waterbury branch line – Metro North Railroad.
  - Freight and goods movement – motor carriers, freight rail (Central Connecticut rail line, Housatonic rail line), and multi-modal shipments.
  - Regional shared-use trail – Naugatuck River Greenway (Derby Greenway, Ansonia River Walk, Naugatuck Greenway, and Beacon Falls River Walk), Middlebury Greenway, Shelton Riverwalk, Steele Brook Greenway, and Farmington Canal Heritage Trail.



# Naugatuck Valley Transportation System



- Airport
- Rail Station
- Rail Service
- Major Highways
- Highways
- Bus Routes
- Greenways
- Naugatuck Valley Planning Region

0 2 4 Miles



## Transportation Planning Issues

The transportation system of the Naugatuck Valley planning region is diverse and includes a mature network of highways and roads, a commuter rail line, fixed-route, local bus services, general aviation airport, multi-use greenways and trails, and pedestrian facilities. In this section, as was presented in the principal issues facing the region over the next 25 years are identified. The municipalities of Ansonia, Derby, Seymour and Shelton are included for informational and broader planning purposes.

### **Aging Infrastructure**

The key and critical elements of the highway system are I-84, I-691, Route 8, US Route 6, and Route 34. The I-84 and Route 8 interchange is commonly referred to as the “Mixmaster” because of its closely spaced ramps that connect the two expressways with downtown Waterbury streets. The interchange was built in 1960s and needs replacement. It is one of the nation’s top 100 most congested areas and a high crash location. Each day about 112,700 vehicles move between I-84, Route 8 and local streets.

The Route 8 Expressway extends from I-95 in Bridgeport to its terminus in the Town of Winsted. Built over the course of twenty-five years from the late 1950’s to early 1980s, many of the older sections do not meet modern design standards, with interchange ramps closely spaced and poorly designed. Several areas have incidences of vehicle crashes.

Interstate 691 serves as an expressway connector between I-84 in Cheshire and I-91 in Meriden. Its interchange with I-84 provides an efficient, high speed connection, but operational problems occur where I-691 merges with I-91 and the Wilbur Cross Parkway (Route 15). This interchange is outside the Naugatuck Valley planning region but back-ups and delays caused by the awkward series of ramps impacts travel on the sections of I-691 passing through the region and effects travel to/from the Naugatuck Valley planning region and adjacent regions – South Central planning region, Capitol planning region and the Lower Connecticut River planning region.

US Route 6 traverses the region from east to west along its northern tier. While it serves as a main travel corridor, it lacks many of the design elements that allow traffic to move efficiently, therefore limiting capacity.

### **Recurring Congestion and Travel Delay**

Both I-84 and Route 8 experience severe peak hour congestion and excessive travel delay, especially through the interchange of the two highways. Typical travel speeds on I-84 are 36 mph and 33 mph during the morning and evening peak hours, respectively. While congestion on Route 8 is less through the “Mixmaster,” it is more severe through the lower Valley, dropping to 32 mph in the morning and 25 mph in evening at the crossing of the Housatonic River between Derby and Shelton. Congestion recurs daily along several arterials throughout the region.

### **Highway Safety**

The number and severity of vehicle crashes throughout the region is a major concern and issue. Through the transportation planning process the location of crashes has been mapped to identify

high hazard points. Analysis of the crash data clearly identifies critical safety needs and actions to address these safety needs. A four E's approach – engineering, education, enforcement and emergency medical services – is being used.

### **Under Investment in the Waterbury Branch Commuter Rail Line**

The Waterbury branch rail line is a tremendous asset in the Naugatuck Valley planning region, providing connections to the New Haven main rail line and service to Bridgeport and Stamford. At Bridgeport and Stamford, passengers can transfer to trains to New York City. While the WBL is a key transportation asset, it is underutilized. Currently, there are only eight inbound trains and seven outbound trains a day, with 2½ hour headways. This level of service is not convenient or attractive for commuters.

Ridership is about 1,000 passengers a day based on a recent on-board ridership count conducted by the NVCOG, but passenger surveys suggest this level of ridership would increase with enhanced service and better connections.

Completion of the installation of a Central Traffic Control (CTC) signalization system will expand the capacity of the rail line and permit ten trains to operate per hour. Positive Train Control (PTC) is also being installed along the line to further enhance operations and safety. As part of this project, passing sidings are being constructed at four locations. The project is scheduled to be fully implemented and operational by the mid-2021.

Despite these planned enhancements, there has not been a corresponding commitment to increase service or the operation of additional trains. Therefore, the main issues remain: the age and condition of the equipment and lack of modern rail coaches.

### **Fragmented Local Bus Service**

The Naugatuck Valley planning region is well served by local bus operators. Four bus companies operate in the region, including three divisions of CT*transit*. The region is also connected to CT*fastrak*, although by express bus routes and not the dedicated busway. However, the service is fragmented, and routes do not connect urban core areas of the region. Currently, within the region, there is no direct local bus connections between Waterbury, Bristol, and the lower Valley towns. Given fiscal constraints, there remains a threat of increased fares, while many areas are unserved or underserved. There may be opportunities to implement micro-transit services to better serve communities that do not have the population densities that would support fixed-route bus service.

### **ADA Paratransit Service Gaps**

The fixed-route bus operators are required by federal regulations to provide complementary services to the elderly and persons with a mobility impairment that prevents them from using a regular fixed-route bus. Planning efforts have been conducted among MPOs and transit operators to develop a *Locally Coordinated Human Services Transportation Plan (LOCHSTP)*. For the CNVMPO area, planning needs and gaps in service related to elderly and disabled transportation services are included in the state-developed LOCHSTP. This statewide plan was last updated in 2009 and the CTDOT intends to initiate an update in FY 2021 and 2022. The

NVCOG will participate in the statewide update, coordinate with our regional stakeholders, and assist in public outreach throughout the statewide planning process. This approach will avoid duplication of effort and establish a baseline for the region. Upon completion of the statewide plan, the NVCOG will continue to work with the region's stakeholders to further develop and implement the strategies and projects.

In the lower Valley, the LOCHSTP has identified gaps in transportation services to the elderly and disabled. The Valley Transit District provides paratransit and dial-a-ride services to the elderly and disabled. However, funding constraints prevent the VTD from expanding services to meet the identified gaps.

In the Waterbury Urbanized Area of the region, paratransit services are provided by North East Transportation (NET) under contract with the Greater Waterbury Transit District. As is the case with VTD, NET provides the required complimentary ADA services. Paratransit services are also provided to other members of the GWTD that do not have fixed, local bus routes in their communities.

The challenge facing the region is ensuring stabilized funding to maintain current ADA service levels and expand services to close the gaps in need and demand.

### **Expand and Maintain Multi-use Greenway and Trail Facilities**

Active transportation corridors provide a valuable alternative to driving and help create livable communities by connecting them via non-motorized means. Substantial economic and health benefits are derived from the construction of multi-use greenways and trails. While residents of the region benefit greatly from the development of active transportation facilities, completion of the planned system of trails faces many challenges, including financial constraints, available rights-of-way, tight geographies, and understanding of potential benefits.

### **Pedestrian Safety**

Walking is the most basic form of transportation. Most New England towns and cities were initially developed around walking, and many New England towns and cities retain basic elements supportive to pedestrians. Nearly all people are pedestrians of some form during most trips, be it walking to the parking lot or walking a half-hour to work. Data indicate that more people walk to work in the urban core areas of the region. However, these areas also tend to have disproportionately high numbers of pedestrian-related crashes. Despite the number of pedestrians, these urban areas often lack necessary pedestrian amenities such as clearly marked crosswalks, pedestrian signals, and functional sidewalks.

### **[Transportation Planning Goals and Objectives](#)**

The following goals are consistent with the MTP and remain consistent with past plans. They provide a framework for making transportation investment decisions.

## **Goal 1: Preserve, Maintain and Enhance the Highway System**

To develop and maintain an efficient transportation system that will provide the public with a high level of mobility while enabling global competitiveness, productivity, and efficiency; maintain the principal expressway and highway system in a state-of-good repair through lane continuity, minor widening, rehabilitation and reconstruction; selectively and strategically expand the capacity of key highways to reduce delay and congestion; identify and address high hazard locations at all levels of planning.

### Strategies:

- a. Make better use of existing transportation facilities.
- b. Integrate Intelligent Transportation Systems and ensure ITS projects conform to the National and State ITS Architecture, standards and protocols.
- c. Encourage low-cost capital, transportation system management strategies to improve capacity and level of service, by constructing missing segments of the street network, and by establishing management systems that seek to ensure the timely maintenance and rehabilitation of existing facilities.
- d. Upgrade the expressway system and selectively increase roadway capacity in major travel corridors.
- e. Initiate and emphasize the importance of accessibility in measuring transportation system performance.

## **Goal 2: Congestion Management**

To alleviate congestion and reduce travel delay by maintaining an efficient transportation system that will provide the public and shippers with a high level of mobility, maintain the principal expressway and highway system in a state-of-good repair through lane continuity, minor widening, rehabilitation and reconstruction, and selectively and strategically expand the capacity of key highways to reduce delay and congestion.

### Strategies:

- a. Make better use of existing transportation facilities.
- b. Construct intersection improvements and install turn lanes.
- c. Implement traffic signal modernization and coordination.
- d. Consider Transportation Systems Management and Operations (TSMO) strategies and Travel Demand Management (TDM) actions, such as ridesharing, telecommuting and alternate work schedules.

## **Goal 3: Improve Safety**

To improve safety and efficiency of the highway network for both motorized and non-motorized users of the transportation system, with appropriate transportation improvement projects.

### Strategies:

- a. Reduce the number and rate of vehicle crashes, including fatalities and serious injuries.



- b. Implement safety-related countermeasures that enhance visibility and awareness and reduce roadway departures.
- c. Reduce the number and rate of non-motorized fatalities and serious injuries.
- d. Improve and enhance pedestrian and bicyclist related infrastructure.
- e. Address driver behavior.
- f. Implement an Incident Management System to improve responses to an incidents and reduce the time needed to clear an incident.

#### **Goal 4: Ensure Transportation System Security**

To improve and expand overall security of transportation infrastructure for persons using transportation modes and services while on-board or waiting.

##### Strategies:

- a. Install equipment on-board transit vehicles to monitor operations and activities.
- b. Install equipment at transit stations to monitor waiting areas and provide access to emergency response.
- c. Assess the vulnerability of critical transportation infrastructure.

#### **Goal 5: Leverage Advanced Technology**

To better manage transportation operations, enhance safety and mobility, ensure greater reliability in travel times and/or reduced travel delay, and provide more detailed and up-to-the-minute information to travelers and system operators through the application of various ITS actions.

##### Strategies:

- a. Integrate Intelligent Transportation Systems and ensure ITS projects conform to the National and State ITS Architecture, standards and protocol.
- b. Install Roadside Infrastructure to monitor road conditions and provide real-time traveler information to motorists.
- c. Install advanced equipment to improve travel efficiency.

#### **Goal 6: Preserve and Enhance the Public Transportation Services Needed to Remain Regionally and Globally Competitive**

To maintain essential local bus, commuter rail and paratransit services by providing full funding for operations, replacing capital equipment on a life-cycle cost basis, renovating and rehabilitating facilities and infrastructure to a state-of-good-repair, and enhancing services by optimizing how resources are allocated and coordinating the delivery of paratransit service, and improve access to public transit for those who are dependent on public transportation services.

##### Strategies:

- a. Improve choice of travel modes, reduce highway congestion, improve efficiency, and provide mobility for people who are transit dependent.



- b. Promote rail and bus transit as the preferred modal choices in the region.
- c. Rehabilitate and modernize Waterbury branch line infrastructure.
- d. Replace aging and deteriorating rail equipment.
- e. Enhance service on the WBL and increase the number of trips operated each day.
- f. Expand the public transit system within the area and beyond, by improving transportation access and mobility for the elderly and disabled population, marketing those services, and by developing transit services to suburban employment areas to persons without a vehicle available for use.
- g. Promote ridesharing and paratransit options including demand response transit systems that increase vehicle occupancy and manage travel demand at activity centers.
- h. Improve awareness and coordination of public transportation options available in the region.

### **Goal 7: Expand Multi-Modal Passenger Opportunities**

To expand and enhance opportunities for linking and connecting multiple modes and facilitating the movement between various transportation modes by constructing new multi-modal facilities and coordinating transit services.

#### Strategies:

- a. Identify, develop and enhance multi-modal transfer and connection points.

### **Goal 8: Enhance the Efficient Movement of Freight and Goods to Enable Global Competitiveness, Productivity, and Efficiency**

To expand and enhance opportunities for linking various freight modes by improving upon existing freight corridors and constructing new multi-modal freight transfer facilities.

#### Strategies:

- a. Improve the safety, environmental performance and economic efficiency of freight movement and truck deliveries throughout the Naugatuck Valley planning region.
- b. Identify freight movement bottlenecks and constraints to efficient freight movement.
- c. Reduce truck-related congestion.
- d. Identify, evaluate and invest in essential freight corridors.
- e. Improve truck safety.
- f. Promote development of intermodal freight centers.
- g. Deploy ITS elements to enhance the efficient movement of goods into, out of and through the region.

### **Goal 9: Enhance Bicycle and Pedestrian Facilities**

To encourage and promote the increased use of bicycling and walking as a mode of transportation while enhancing safety by developing a network of shared-use trails and providing pedestrian walkways and features.

Strategies:

- a. Increase the number of “walkable” communities.
- b. Selectively develop bicycle paths and routes to provide a viable transportation alternative and an extension of the road network.
- c. Promote the construction of the Naugatuck River Greenway Trail, extension of the Middlebury Greenway, completion of the Steel Brooke Greenway and connection to the Larkin Trail.
- d. Provide adequate and safe walkways for pedestrians.
- e. Enhance the aesthetic quality of existing transportation facilities.
- f. Serve as the liaison to and administer the Naugatuck River Greenway Steering Committee.

**Goal 10: Mitigate Environmental Impacts from Transportation**

To implement actions to mitigate and alleviate natural and cultural impacts of transportation project.

Strategies:

- a. Maintain and improve the region’s highway system to reduce energy consumption and motor vehicle emissions.
- b. Improve the area’s air quality to comply with the 1990 Clean Air Act Amendments.
- c. Support the Connecticut *State Implementation Plan for Air Quality* and assist in efforts to achieve and maintain the National Ambient Air Quality Standards (NAAQS).
- d. Promote and program the expeditious implementation of Transportation Control Measures.
- e. Ensure no goal, objective, directive, recommendation, or transportation improvement project contradicts the attainment of the NAAQS or increases the frequency or severity of existing violations of the NAAQS.
- f. Maintain and improve public transportation service to improve efficiency, and reduce energy consumption and motor vehicle emissions.
- g. Encourage energy efficient transportation and minimize the adverse environmental effects of existing and future transportation programs and systems.
- h. Monitor funding opportunities and coordinate with CTDOT to improve accessibility to electric vehicle charging infrastructure.

**Goal 11: Integrate Sustainable Planning Practices**

To develop a metropolitan transportation plan consistent with the Regional Plan of Conservation and Development and state Plan of Conservation and Development that links local land use management, transportation improvements, sustainability and livability initiatives and principles.

Strategies:

- a. Create, promote and support strong, sustainable, and livable and walkable communities, connecting them with active transportation corridors.

- b. Promote livability principles.
- c. Target development to areas with existing infrastructure and coordinate the type, intensity, amount, location and timing of land uses and new development to the transportation system capacity.
- d. Integrate transportation planning and land use planning as part of a major regional growth management policy to reduce the potential effects of urban sprawl.
- e. Promote rail and bus transit as the preferred modal choice in the region, and improve awareness and coordination of public transportation options available in the region.
- f. Enhance the unique characteristics of all communities by investing in healthy, safe, and walkable neighborhoods.
- g. Promote transit oriented and supportive land use development plans (TOD).
- h. Identify alternative transit modes that facilitate travel to and from TOD areas.
- i. Develop and implement a “Complete Streets” policy and program that accommodates all travelers and modes.

**Goal 12: Promote Economic Development and Revitalization**

To improve transportation infrastructure critical to the economic vitality of the Naugatuck Valley planning region and revitalization of the region’s urban core areas and expand employment opportunities, as well as, access to jobs.

Strategies:

- a. Develop local transportation infrastructure that supports economic expansion while maintaining and protecting the environment.
- b. Provide transportation services to employment centers and expand employment opportunities.
- c. Provide transit services to jobs located in suburban areas from urban core areas.

**Goal 13: Environmental Justice**

To identify and address disproportionately high and adverse human health or environmental effects of its transportation programs, policies, and activities on minority and low-income populations, and identify strategies and techniques for meaningful engagement of populations meeting the needs for environmental justice.

Strategies:

- a. Avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
- b. Ensure the full and fair participation by all potentially affected communities in the planning decision-making process.
- c. Prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

#### **Goal 14: Ensure Transparency and Proactive Public Involvement**

To fully engage residents and stakeholders in identifying planning priorities, developing programs and projects, and publishing final products, and ensure meaningful access to participation in planning and policy decision-making processes for disadvantaged populations in the planning region.

##### Strategies:

- d. Carry out a proactive public involvement process that promotes regionwide citizen participation, minority involvement and equal employment opportunity.
- e. Provide timely public notice, effective public involvement in the development of transportation plans, programs and projects.
- f. Maintain and enhance the NVCOG's website.
- g. Publish reports and documents in an electronic format.

### III. CENTRAL NAUGATUCK VALLEY MPO REGIONAL TRANSPORTATION WORK PROGRAM FY 2022 - 2023

#### Unified Planning Work Program (UPWP) – Outline

The UPWP has four main tasks:

- **Task 1 – Data Collection and Analysis:** This task monitors transportation performance and uses performance measures to assess and analyze how effective transportation improvements have addressed issues and deficiencies. Data is the backbone of the NVCOG Planning practice and the gathering and management of transportation data plays a central role in each of the following three tasks. The use of the NVCOG’s Geographic Information System (GIS) is a key element of transportation performance monitoring and provides support to the transportation planning process. Just as NVCOG’s work to integrate develop a regional travel demand model is meant to inform highway investment strategies. The NVCOG has obtained a subscription to the StreetLight Data transportation analytics platform and used it to monitor and determine travel patterns. With the conduct of the decennial census in 2020, demographic and journey to work data will be extracted and used to inform transportation analyses, as needed. The 2020 Census data will also trigger reassessment urban area boundaries. The NVCOG will assist in the reevaluation of urban area boundaries related to designation of the CNVMPO area as a Transportation Management Area (TMA), adjustments to functional classification roads, and the smoothing of urban area designations for transportation planning purposes.

Task 1 addresses the following issues and deficiencies identified in the Metropolitan Transportation Plan as presented above.

- **Aging Infrastructure; Recurring Congestion and Travel Delay; Highway Safety; Under Investment in the Waterbury Branch Commuter Rail Line; Fragmented Local Bus Service; ADA Paratransit Service Gaps; Expand and Maintain Multi-use Greenway and Trail Facilities; Pedestrian Safety.**
- **Task 2 – Transportation Planning:** This task covers both short-range and long-range planning activities and includes three sub-tasks: regional highways planning, transit planning and planning for active transportation. Short-range planning involves conducting traffic operations, environmental mitigation, providing technical assistance to member communities and project scoping and development, including managing and operating the Local Transportation Capital Improvement Program (LOTICIP). Active transportation studies focus on enhancing bicycle and pedestrian facilities, promoting complete streets, and ensuring safety of pedestrians and bicyclists. Long-range planning activities include undertaking corridor studies and focus on preparation of the Metropolitan Transportation Plan (MTP), sustainable development planning efforts, developing a 10-year transit capital plan, and TOD and livable communities initiatives. Implementation-

related efforts are included in each sub-task, as appropriate, and involve overseeing progress in advancing highway and transit capital improvement programs.

Task 2 addresses the following issues and deficiencies identified in the Metropolitan Transportation Plan and presented above.

- **Aging Infrastructure; Recurring Congestion and Travel Delay; Highway Safety; Under Investment in the Waterbury Branch Commuter Rail Line; Fragmented Local Bus Service; ADA Paratransit Service Gaps; Expand and Maintain Multi-use Greenway and Trail Facilities; Pedestrian Safety.**
- **Task 3 – Program Management and Administration:** Under this task, the NVCOG performs the management and administrative functions related to conducting the regional transportation planning process and includes development of work programs, preparation of grant applications and work programs and work related to the consultant selection process. Program management tasks will also involve administering work related to the possible re-designation of MPO boundaries, as may be necessary. Work under this task also supports efforts to provide a proactive public involvement process and ensures timely public notice, full public access, and early and continuing public involvement, including facilitation of public outreach in the region for the CTDOT’s strategic transportation plan and update of the statewide long-range transportation plan. A major emphasis is complying with federal requirements regarding Title VI, Environmental Justice and Limited English Proficiency, identifying innovative ways to encourage greater public participation and creating electronic versions of plans and reports. The purpose of Public Participation in the Naugatuck Valley planning region is to provide fair and balanced planning. In light of the COVID-19 pandemic, the NVCOG has implemented state policies regarding virtual public information meetings. In addition, the NVCOG plans to reorganize its public communications effort to better involve and inform the public. This will include combining existing public outreach, Environmental Justice, Title VI and DBE requirements into a Diversity, Equity and Inclusion (DEI) program.

Task 3 addresses the following issues and deficiencies identified in the Metropolitan Transportation Plan as presented above.

- **Aging Infrastructure; Recurring Congestion and Travel Delay; Highway Safety; Under Investment in the Waterbury Branch Commuter Rail Line; Fragmented Local Bus Service; ADA Paratransit Service Gaps; Expand and Maintain Multi-use Greenway and Trail Facilities; Pedestrian Safety.**
- **Task 4 – Other Technical Assistance and Program Implementation:** Under this task the NVCOG supports and provides technical assistance relating to major corridor studies, project development and delivery, participation in special studies and projects under the sponsorship of CTDOT, FHWA and FTA, and services carried out on behalf of member towns. Project implementation activities consisting of developing and maintaining the Transportation Improvement Program (TIP), project development, regional review and prioritization of projects and oversight and project management of active transportation improvement projects.

Task 4 addresses the following issues and deficiencies identified in the Metropolitan Transportation Plan as presented above.

- **Aging Infrastructure; Recurring Congestion and Travel Delay; Highway Safety; Under Investment in the Waterbury Branch Commuter Rail Line; Fragmented Local Bus Service; ADA Paratransit Service Gaps; Expand and Maintain Multi-use Greenway and Trail Facilities; Pedestrian Safety.**

### [Unified Planning Work Program \(UPWP\) – Financial Assessment](#)

The NVCOG conducts the regional transportation planning process for the Central Naugatuck Valley MPO. The following tables indicate the federal, state and local funds available to the NVCOG from all sources to conduct the metropolitan transportation planning program and show how available funds are expected to be allocated. The funding sources to conduct the regional transportation planning work tasks include federal metropolitan planning funds from the Federal Highway Administration and the Federal Transit Administration. Unexpended federal funds from FY 2018 and FY 2019 are expected to be available to supplement the metropolitan transportation planning program over the years covered by this UPWP.

The following budget tables are presented below:

FY 2022 and FY 2023 Program Funding Sources Central Naugatuck Valley MPO					
Funding Program	Regional Sponsor	FHWA PL + FTA 5303	State	Local	Total
FY 2022 FHWA PL + FTA 5303	NVCOG	\$638,745	\$79,843	\$79,843	\$798,431
FY 2023 FHWA PL + FTA 5303	NVCOG	\$638,745	\$79,843	\$79,843	\$798,431
FY 2018/19 Carryover	NVCOG	\$349,517	\$43,690	\$43,690	\$436,897
Total		\$1,627,007	\$203,376	\$203,376	\$2,033,759

- Program Funding Sources
- Task Allocation Budgets by Funding Sources
- Planning Task Allocation Budgets by Expense Category
- Staff Allocation Budgets
- Other Direct Cost (ODC) Budgets



## FY 2022 and FY 2023 Task Allocation Budgets by Funding Sources Central Naugatuck Valley MPO

FY 2022 Planning Tasks	Federal	State	Local	Total
Task 1: Data Collection/Analysis	\$159,686	\$19,961	\$19,961	\$199,608
Task 2A: Transportation Planning -- Highways	\$95,812	\$11,977	\$11,977	\$119,765
Task 2B: Transportation Planning -- Transit	\$63,874	\$7,984	\$7,984	\$79,843
Task 2C: Transportation Planning -- Active Transportation	\$63,874	\$7,984	\$7,984	\$79,843
Task 3: Program Management and Administration	\$95,812	\$11,977	\$11,977	\$119,765
Task 4: Other Technical Assistance and Program Implementation	\$159,686	\$19,961	\$19,961	\$199,608
<b>Total</b>	<b>\$638,746</b>	<b>\$79,843</b>	<b>\$79,843</b>	<b>\$798,432</b>
FY 2023 Planning Tasks	Federal	State	Local	Total
Task 1: Data Collection/Analysis	\$159,686	\$19,961	\$19,961	\$199,608
Task 2A: Transportation Planning -- Highways	\$95,812	\$11,977	\$11,977	\$119,765
Task 2B: Transportation Planning -- Transit	\$63,874	\$7,984	\$7,984	\$79,843
Task 2C: Transportation Planning -- Active Transportation	\$63,874	\$7,984	\$7,984	\$79,843
Task 3: Program Management and Administration	\$95,812	\$11,977	\$11,977	\$119,765
Task 4: Other Technical Assistance and Program Implementation	\$159,686	\$19,961	\$19,961	\$199,608
<b>Total</b>	<b>\$638,746</b>	<b>\$79,843</b>	<b>\$79,843</b>	<b>\$798,432</b>

FY 2018/19 Carryover Planning Tasks	Federal	State	Local	Total
Task 1: Data Collection/Analysis	\$101,167	\$12,646	\$12,646	\$126,459
Task 2A: Transportation Planning -- Highways	\$40,876	\$5,110	\$5,110	\$51,095
Task 2B: Transportation Planning -- Transit	\$26,131	\$3,266	\$3,266	\$32,664
Task 2C: Transportation Planning -- Active Transportation	\$26,131	\$3,266	\$3,266	\$32,664
Task 3: Program Management and Administration	\$89,887	\$11,236	\$11,236	\$112,359
Task 4: Other Technical Assistance and Program Implementation	\$65,327	\$8,166	\$8,166	\$81,659
Total	\$349,520	\$43,690	\$43,690	\$436,900

FY 2023 Planning Tasks Increase in Funds - IIJA	Federal	State	Local	Total
Task 1: Data Collection/Analysis	\$28,820	\$0	\$7,205	\$36,026
Task 2A: Transportation Planning -- Highways	\$76,042	\$0	\$19,010	\$95,052
Task 2B: Transportation Planning -- Transit	\$0	\$0	\$0	\$0
Task 2C: Transportation Planning -- Active Transportation	\$49,932	\$0	\$12,483	\$62,415
Task 3: Program Management and Administration	\$0	\$0	\$0	\$0
Task 4: Other Technical Assistance and Program Implementation	\$72,708	\$0	\$18,177	\$90,885
Total	\$227,502	\$0	\$56,876	\$284,378

## FY 2022 and FY 2023 Planning Task Allocation Budgets by Expense Category Central Naugatuck Valley MPO

FY 2022 Planning Tasks	Direct Labor	Indirect Labor	Other Direct	Total
Task 1: Data Collection/Analysis	\$91,145	\$108,463	\$0	\$199,608
Task 2A: Transportation Planning -- Highways	\$54,687	\$65,078	\$0	\$119,765
Task 2B: Transportation Planning -- Transit	\$36,458	\$43,385	\$0	\$79,843
Task 2C: Transportation Planning -- Active Transportation	\$36,458	\$43,385	\$0	\$79,843
Task 3: Program Management and Administration	\$54,687	\$65,078	\$0	\$119,765
Task 4: Other Technical Assistance and Program Implementation	\$91,145	\$108,463	\$0	\$199,608
<b>Total</b>	<b>\$364,580</b>	<b>\$433,852</b>	<b>\$0</b>	<b>\$798,432</b>
FY 2023 Planning Tasks	Direct Labor	Indirect Labor	Other Direct	Total
Task 1: Data Collection/Analysis	\$91,145	\$108,463	\$0	\$199,608
Task 2A: Transportation Planning -- Highways	\$54,687	\$65,078	\$0	\$119,765
Task 2B: Transportation Planning -- Transit	\$36,458	\$43,385	\$0	\$79,843
Task 2C: Transportation Planning -- Active Transportation	\$36,458	\$43,385	\$0	\$79,843
Task 3: Program Management and Administration	\$54,687	\$65,078	\$0	\$119,765
Task 4: Other Technical Assistance and Program Implementation	\$91,145	\$108,463	\$0	\$199,608
<b>Total</b>	<b>\$364,580</b>	<b>\$433,852</b>	<b>\$0</b>	<b>\$798,432</b>

FY 2018/19 Carryover Planning Tasks	Direct Labor	Indirect Labor	Other Direct	Total
Task 1: Data Collection/Analysis	\$37,287	\$44,372	\$44,800	\$126,459
Task 2A: Transportation Planning -- Highways	\$22,372	\$26,623	\$2,100	\$51,095
Task 2B: Transportation Planning -- Transit	\$14,915	\$17,749	\$0	\$32,664
Task 2C: Transportation Planning -- Active Transportation	\$14,915	\$17,749	\$0	\$32,664
Task 3: Program Management and Administration	\$22,372	\$26,623	\$63,364	\$112,359
Task 4: Other Technical Assistance and Program Implementation	\$37,287	\$44,372	\$0	\$81,659
Total	\$149,148	\$177,488	\$110,264	\$436,900

FY 2023 Planning Tasks Increase in Funds - IIJA	Direct Labor	Indirect Labor	Other Direct	Total
Task 1: Data Collection/Analysis	\$16,450	\$19,576	\$0	\$36,026
Task 2A: Transportation Planning -- Highways	\$43,403	\$51,649	\$0	\$95,052
Task 2B: Transportation Planning -- Transit	\$0	\$0	\$0	\$0
Task 2C: Transportation Planning -- Active Transportation	\$28,500	\$33,915	\$0	\$62,415
Task 3: Program Management and Administration	\$0	\$0	\$0	\$0
Task 4: Other Technical Assistance and Program Implementation	\$41,500	\$49,385	\$0	\$90,885
Total	\$227,502	\$0	\$56,876	\$284,378

**FY 2022 and FY 2023 Staff Allocation Budgets  
Central Naugatuck Valley MPO**

FY 2022 Staff Allocation Budget	Direct Labor	Indirect Labor	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$72,916	\$86,770	\$159,686	1,215.3
Assistant Planning Director	\$58,333	\$69,416	\$127,749	1,190.5
Regional Transportation Engineer	\$16,406	\$19,523	\$35,929	328.1
Senior Planners [1]	\$88,320	\$105,100	\$193,419	2,453.3
Planners [2]	\$91,145	\$108,463	\$199,608	3,394.6
Planning Assistants	\$12,122	\$14,426	\$26,548	606.1
Administration and Financial Management	\$25,338	\$30,153	\$55,491	724.0
Total	\$364,580	\$433,850	\$798,430	9,911.8

FY 2023 Staff Allocation Budget	Direct Labor	Indirect Labor	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$72,916	\$86,770	\$159,686	1,215.3
Assistant Planning Director	\$58,333	\$69,416	\$127,749	1,190.5
Regional Transportation Engineer	\$16,406	\$19,523	\$35,929	328.1
Senior Planners [1]	\$88,320	\$105,100	\$193,419	2,453.3
Planners [2]	\$91,145	\$108,463	\$199,608	3,394.6
Planning Assistants	\$12,122	\$14,426	\$26,548	606.1
Administration and Financial Management	\$25,338	\$30,153	\$55,491	724.0

Total	\$364,580	\$433,850	\$798,430	9,911.8
FY 2018/19 Carryover Staff Allocation Budget	Direct Labor	Indirect Labor	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$29,830	\$35,497	\$65,327	497.2
Assistant Planning Director	\$23,864	\$28,398	\$52,261	487.0
Regional Transportation Engineer	\$6,712	\$7,987	\$14,698	134.2
Senior Planners [1]	\$33,190	\$39,497	\$72,687	921.9
Planners [2]	\$35,287	\$41,993	\$77,280	1,314.2
Planning Assistants	\$2,959	\$3,522	\$6,481	148.0
Administration and Financial Management	\$10,366	\$12,335	\$22,700	296.2
Total	\$142,207	\$169,228	\$311,433	3,798.7

FY 2023 Planning Tasks Increase in Funds - IIJA Staff Allocation Budget	Direct Labor	Indirect Labor	Total	Hours
Director	\$39,000	\$46,410	\$85,410	825.0
Senior Planners [1]	\$63,903	\$76,044	\$139,947	1,575.0
Planners [2]	\$26,950	\$32,071	\$59,021	770.0
Total	\$129,853	\$154,525	\$284,378	3,170.0

**FY 2022 and FY 2023 Other Direct Budgets  
Allocated from FY 2018/19 PL Carryover  
Central Naugatuck Valley MPO**

Budget	FY 2022	FY 2023	Total
ArcGIS License	\$6,384	\$6,384	\$12,768
Travel Demand Model	\$1,050	\$1,050	\$2,100
Travel	\$350	\$350	\$700
Training	\$2,800	\$2,800	\$5,600
Website Maintenance	\$2,800	\$2,800	\$5,600
Computer Upgrades	\$3,220	\$3,220	\$6,440
Office 365	\$1,008	\$1,008	\$2,016
Software Upgrades	\$1,820	\$1,820	\$3,640
IT/CIO	\$12,600	\$12,600	\$25,200
Translation Services	\$700	\$700	\$1,400
StreetLight Data	\$60,000	\$0	\$60,600
CE Planning Services: Oxford Main St Study	TBD	TBD	TBD
CE Planning Services: Micro-Transit Study	TBD	TBD	TBD
CE Planning Services: Other	TBD	TBD	TBD
<b>Total</b>	<b>\$92,732</b>	<b>\$32,732</b>	<b>\$125,464</b>

FY 2018/19 PL Carryover funds have been allocated to pay Other Direct Costs.



## TASK 1: DATA COLLECTION / ANALYSIS

Performance monitoring and analysis tasks will continue to focus on highway and transit systems to identify transportation network deficiencies. The NVCOG conducts traffic volume counts for member municipalities, extracts count data from CTDOT sources and where available leverages cell phone location data for volume, speed and route choice. Crash data from the University of Connecticut's Crash Data Repository is also used to maintain a regional safety profile and crash database. The NVCOG uses the National Performance Management Research Data Set (NPMRDS) and Highway Performance Monitoring System data (HPMS) to track system performance on the National highway system and develop regional transportation performance measures. Pedestrian and bicycle counts along the Naugatuck River Greenway and other regional multi-use trails are also conducted. The NVCOG's GIS program will be used to complement transportation planning by managing data in a spatial database and by creating system and project-level maps. A travel demand model will be set-up and made operational to assess macro travel patterns. Regional and economic data profiles of the Naugatuck Valley Planning Region will be updated depending on the availability of data. Similarly, where data are available, a profile of the impacts of the Covid-19 pandemic will be aggregated to re-examine the most recent MTP.

The NVCOG maintains a subscription to the StreetLight *Insight* transportation analytics platform. It uses location-based services (LBS) data to determine personal and commercial vehicle trips. The platform and data have proven to be a valuable resource for answering myriad real-life vehicle volume and traffic questions within the NVCOG region and beyond. And, because the data is based on empirical observation as opposed to travel demand modeling, it has given the region a reliable, third party method to validate metrics that in the past have only been available from a single source.

As data from the 2020 Census becomes available, the NVCOG will download demographic and journey to work data to support transportation planning efforts. In addition, the NVCOG will assist in the reevaluation of urban area boundaries related to designation of the CNVMPO area as a Transportation Management Area (TMA), adjustments to functional classification roads, and the smoothing of urban area designations for transportation planning purposes.

Specific tasks are:

### Task 1.1: Transportation Database

- Maintain and update the regional traffic count database.
- Extract traffic count data from CTDOT traffic locator program and the HPMS.
- Maintain a bicycle and pedestrian count database – use passive infrared trail counters and National Bicycle Pedestrian Document methodologies to extrapolate raw counts to annual measures.

- Maintain transit ridership database – for both bus and rail systems; obtain ridership and performance data from North East Transportation on the operations in the Greater Waterbury area.
- Maintain database of high hazard road segments and intersections for the region, informed by the CT Crash repository and virtual traffic volume data bases.
- Survey regional bus and rail transit ridership, as needed, to identify service needs and important destinations.
- Link transportation data, traffic count locations and transit assets (bus shelters, bus stops), to GIS and develop interactive maps.
- Develop, maintain and periodically update bus system mapping and geodatabase with bus routes, stops and signage for CT Transit (Waterbury).
- Maintain planimetric file of freight generators, stakeholders and freight supportive parcels and land uses.
- Subscribe to *StreetLight* Analytics platform and use it to support transportation planning activities.
- Conduct pedestrian and bicycle counts in downtown areas and along multiuse trails to support Safe Streets for All activities and Safety Performance monitoring.

## Task 1.2: Performance Measures and Targets

- Coordinate with CTDOT in setting performance measures and targets and on MAP 21 and FAST Act transition to performance-based planning and programming.
- Access transportation analytic data through the StreetLight *Insight* platform to develop transportation metrics, inter-zonal trip tables, trip origin-destination matrices, and inter-zonal speed tables.
- Leverage “Big Data” provided through the NPMRD to monitor highway performance including delay, speed and travel time using virtual techniques and outside vendors on the expressway network:
  - I-84
  - Route 8 Expressway
  - I-84/Route 8 Interchange – “Mixmaster”
- Monitor operations and congestion along the region’s principal highway system, using the NVCOG’s Congestion Management System:
  - State Routes 10, 63, 68, 69, 70 and 188
  - US Highway 6
- Monitor the operating characteristics of the region’s transit services. Including commuter rail, local bus and paratransit/dial-a-ride services – expenditures, fares, revenues, deficits, ridership, frequency and bus route performance.
  - North East Transportation – CT Transit (Waterbury Division)
  - Metro-North service along the WBL
- Monitor the operating characteristics of passenger and freight rail service, with emphasis on the interface between rail and other modes, including parking, transit, bicycle, pedestrian facilities, and truck freight.

- Waterbury Branch Line.
  - Naugatuck Inland Port
- Assess connectivity of the transportation system across and between modes for people and freight for gaps.
- Monitor usage at the Region’s commuter parking lots and rail stations and assess need for improvement.
- Work with CTDOT and neighboring MPOs to develop and implement a performance management approach to transportation planning and programming, and link investment priorities to achieve performance targets.

### Task 1.3: Travel Demand Modelling Program

- Continue setting-up and calibrating the regional travel demand model (TDM) to determine and assess regional travel patterns.
- Use travel data extracted from the StreetLight *Insight* platform to provide input into the regional TDM.
- Develop database of traffic volumes for all major routes in the NVCOG region based on the 2019 StreetLight *Insight* data.
- Participate in model development training, as necessary.
- **Expand efforts to set-up the regional Travel Demand Model using TransCAD. NVCOG obtained TDM data from CTDOT and NVCOG will convert computerized network to the TransCAD format.**

### Task 1.4: Regional GIS Program

- Maintain the Regional GIS database and produce maps and conduct geographic analysis to support transportation planning projects and develop “intelligent maps” that provide information such as where people live and work, where growth and development occur, locations of utilities and public facilities, and much more.
- Assist municipalities in acquiring basic planimetric data (edge of road, buildings, and infrastructure) using the shared state-wide aerial photography and LiDAR fly-over conducted in the spring 2016.
- Continue development and maintenance of a regional trails GIS data layer and share it online through an interactive map.
- Maintain a spatially accurate employer database to use for transportation planning and economic development.
- Develop and maintain a centralized Geospatial Data Warehouse.
- Attend and participate in the Statewide GIS Coordinating Committee meetings and participate in the statewide initiative to institute ongoing triennial aerial flights.
- Use GIS to assess traffic operations and transportation system performance.
- Assess and project land uses in the region to identify major growth corridors and analyze related transportation improvements.

- Create a geoportal (located on the web) where GIS data can be downloaded, making up-to-date GIS data readily available to facilitate transportation planning and making it easier for consultants to gain access to key datasets (e. g. parcels, zoning, land use, infrastructure) that help determine suitability of land for different development purposes.
- Maintain inventory of major tourism site throughout the region.

### Task 1.5: Regional Demographic and Economic Profiles

- Extract 2020 Census (when it becomes available) and most recent American Community Survey (ACS) demographic data for various transportation planning activities, including compliance with Environmental Justice and Title VI requirements.
- Continue to update GIS databases with the most up-to-date 2010 and 2020 Census and ACS data, as the data become available.
- Update the *Profile of the Naugatuck Valley Planning Region*, incorporating regional and local demographic, economic, and housing trends and characteristics.
- Review municipal and traffic zone projections of population and employment for CTDOT's statewide travel demand forecasting model, as needed.
- Provide technical assistance to Census data users, as necessary.

### Task 1.6: Reevaluation of Urban Area Boundaries

- Work with and assist CTDOT with a reevaluation of urban area boundaries triggered by changes in population.
- Determine the need to designate the CNVMPO area as a Transportation Management Area (TMA).
- Assess the designation of urban areas for transportation planning purposes, including the need to smooth UZA boundaries.
- Reassess the MPO's functional classification of roads and determine changes required in response to designation of urban area.

### Task 1.7: Regional Covid-19 Impacts Study

- Extract transportation, transit, economic and land use data to monitor the impacts of the Covid-19 Pandemic on the region.
- Publish data as a regional profile.

### Deliverables:

- Transportation Database, traffic counts and crash data
- Bi-annual commuter and rail station parking lot surveys and annual memorandum
- Regional base map and infrastructure map

- Regional trail and greenway maps
- Congestion maps and data reports
- NVCOG Regional and Economic Profiles – 2020 Census data
- Functional classification reevaluation
- Determination of TMA
- Regional travel demand model

## Task 1 - Budgets

Task 1: Data Collection and Analysis					
Budget	FY 2022	FY 2023	Total	FY 2018/19 Carryover	FY 2023 IJA
Direct Labor	\$91,145	\$91,145	\$182,290	\$30,347	\$16,450
BFO @1.19	\$108,463	\$108,463	\$216,926	\$66,112	\$19,576
Other Direct [1]	\$0	\$0	\$0	\$60,000	\$0
<b>Total</b>	<b>\$199,608</b>	<b>\$199,608</b>	<b>\$399,216</b>	<b>\$126,459</b>	<b>\$36,026</b>

[1] Other Direct: Subscription for StreetLight *Insight* transportation analytics for FY 2022.

Staff Allocation Budgets					
FY 2022	Direct Labor	Indirect	Total	Hours	
Executive Director	\$0	\$0	\$0	0.0	
Director of Planning	\$0	\$0	\$0	0.0	
Assistant Planning Dir.	\$0	\$0	\$0	0.0	
Regional Trans. Engineer	\$0	\$0	\$0	0.0	
Senior Planners [1]	\$34,179	\$40,673	\$74,853	949.4	
Planners [2]	\$43,750	\$52,062	\$95,812	1,629.4	
Planning Assistant	\$11,393	\$13,558	\$24,951	569.7	

Administration & Financial Management [3]	\$1,823	\$2,169	\$3,992	52.1	
Total	\$91,145	\$108,463	\$199,608	3,200.6	
FY 2023	Direct Labor	Indirect	Total	Hours	
Executive Director	\$0	\$0	\$0	0.0	
Director of Planning	\$0	\$0	\$0	0.0	
Assistant Planning Dir.	\$0	\$0	\$0	0.0	
Regional Trans. Engineer	\$0	\$0	\$0	0.0	
Senior Planners [1]	\$34,179	\$40,673	\$74,853	949.4	
Planners [2]	\$43,750	\$52,062	\$95,812	1,629.4	
Planning Assistant	\$11,393	\$13,558	\$24,951	569.7	
Administration & Financial Management [3]	\$1,823	\$2,169	\$3,992	52.1	
Total	\$91,145	\$108,463	\$199,608	3,200.6	
FY 2018/19 Carryover	Direct Labor	Indirect	Total	Hours	
Executive Director	\$0	\$0	\$0	0.0	
Director of Planning	\$0	\$0	\$0	0.0	
Assistant Planning Dir.	\$0	\$0	\$0	0.0	
Regional Trans. Engineer	\$0	\$0	\$0	0.0	
Senior Planners [1]	\$11,042	\$13,140	\$24,182	306.7	
Planners [2]	\$15,898	\$18,919	\$34,817	592.1	
Planning Assistant	\$2,661	\$3,167	\$5,828	133.0	

Administration & Financial Management [3]	\$746	\$887	\$1,633	21.3
<b>Total</b>	<b>\$30,347</b>	<b>\$36,112</b>	<b>\$66,459</b>	<b>1,053.1</b>

[1] Includes Senior Transportation Planner, Senior Regional Planner, Senior Regional Planner - Environmental, GIS Program Coordinator, Communications/Public Engagement Manager and Regional/Municipal Services Director

[2] Includes Regional Planners, Transportation Planners I & II, Project Coordinator, GIS Analyst, Communications/DEI Associate and Municipal Shared Planner

[3] Includes Administrative Assistant and Finance Manager

<b>FY 2023 IJJA</b>	Direct Labor	Indirect	Total	Hours
Directors	\$0	\$0	\$0	0.0
Senior Planners [1]	\$0	\$0	\$0	0.0
Planners [2]	\$16,450	\$19,576	\$36,026	470.0
<b>Total</b>	<b>\$16,450</b>	<b>\$19,576</b>	<b>\$36,026</b>	<b>470.0</b>

<b>Financial Responsibility</b>				
Funding Sources	FY 2022	FY 2023	FY 2018/19 Carryover	<b>FY 2023 IJJA</b>
Federal (at 80%)	\$159,686	\$159,686	\$101,167	<b>\$28,821</b>
State (at 10%)	\$19,961	\$19,961	\$12,646	<b>\$0</b>
Local (at 10%)	\$19,961	\$19,961	\$12,646	<b>\$7,205</b>
<b>Total</b>	<b>\$199,608</b>	<b>\$199,608</b>	<b>\$126,459</b>	<b>\$36,026</b>



## Task 1 - Schedule

### Data Collection / Analysis

Task 1	Federal Fiscal Year 2022				Federal Fiscal Year 2023			
	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June
Transportation Database								
Performance Measures & Targets			▲			▲		
Travel Demand Model								
Regional GIS Program								
Regional Profiles				▲				▲
Urban Area Assessment								
COVID-19 Impact Profile				▲				

## TASK 2A: TRANSPORTATION PLANNING – REGIONAL

Regional highway planning efforts will focus on assessing the highway network, identifying reasonable and effective improvements, providing technical assistance to member municipalities and considering operational and management strategies to improve performance of the existing transportation facilities. The NVCOG will continue to administer the LOTCIP program for the Naugatuck Valley planning region and work with the towns in advancing projects. Freight planning efforts will continue with continued support of the CTDOT's efforts to develop a statewide freight plan and coordination with NYMTC interregional freight planning.

The Metropolitan Transportation Plan (MTP) for the CNVMPO area was adopted in April 2019 and a new MTP needs to be endorsed by April 2023. The NVCOG will initiate the planning process to update and develop a new MTP during FY 2022 and adopt the new MTP by April 2023.

Specific tasks are:

### Task 2A.1: Metropolitan Transportation Plan

- Maintain the MTP for the Naugatuck Valley Region and as needed:
  - Review and assess regional travel patterns and travel characteristics
  - Continue to identify deficiencies, congestion and constraints
  - Develop travel forecasts including development, land use, and demographics
  - Identify transportation improvement projects by mode including vehicle, bus, rail, pedestrian and bicycle
  - Consider planning factors
- Review and monitor the MTP in the context of COVID-19 and long-term changes to commuter patterns that may be altered as a result of increased remote working.
- Incorporate revisions to the Strategic Highway Safety Plan into the MTP.
- Coordinate with CTDOT on state highway plan and revise MTP as needed to incorporate projects of statewide significance and priority into the MTP.
- Review congestion management strategies in the MTP.
- Promote transportation improvements and land uses consistent with the MTP and coordinate the MTP with local, regional, and state plans of conservation and development (POCDs).
- Continue work on the regional Plan of Conservation and Development for the Naugatuck Valley planning region consistent with the MTP and provide a framework and guide for regional sustainable land use patterns that are supported by and coordinated with the region's transportation infrastructure, and a model for future local planning efforts. The Naugatuck Valley planning region has demonstrated a commitment to planning that is supportive of transit oriented development, a range of housing and transportation opportunities, protection of the natural environment and environmental assets, access to jobs, education and services, equitable development, a vibrant economy and public safety is essential. (Note: Consultant Services may be used to prepare the Regional POCD).

- Assess opportunities to enhance tourism throughout the region and develop recommendations to improve access.
- Develop and endorse a new MTP for the Central Naugatuck Valley MPO area:
  - Determine and assess regional travel patterns and travel characteristics with a horizon year of 2050.
  - Identify deficiencies, congestions and constraints, and Identify transportation improvement projects by mode.
  - Develop cost estimates and prepare a financial assessment of proposed projects to ensure fiscal constraints.
  - Assess the MTP for impacts to low income and minority areas to ensure diversity, equity and inclusion.
  - Include congestion management strategies in the LRTP.
  - Promote transportation improvements and land uses consistent with the MTP and coordinate the MTP with local, regional, and state plans of conservation and development (POCDs).

## Task 2A.2: Traffic Operations and Technical Assistance

- Convene the regional Transportation Technical Advisory Committee (TTAC) to guide the development of transportation improvements.
- Provide technical assistance to member municipalities, as necessary on the local road network.
- Assess traffic and highway operations on key corridors and identify capital improvement projects to preserve and enhance highway system on the state arterial network:
  - State Routes 10, 63, 68, 69, 70 and 188
  - US Highway 6
  - Route 69 between Bristol and Waterbury
- Develop a 5-year transportation infrastructure improvement plan:
  - Review and assess both state and local main roads to identify operations, deficiencies and improvement needs.
  - Based on the above review and assessment, identify corridors to propose for more detailed study.

## Task 2A.3: Regional Highway Safety Program

- Analyze crash data and determine regional safety trends.
- Create metrics to identify and assess high hazard accident locations by tabulating crash data and contributing factors. Establish base line performance and update regularly to evaluate safety improvements.
- Identify, evaluate, and seek funding to improve hazardous locations (hot spots) on local roads under the Local Road Accident Reduction Program.
- Develop a regional safety improvement program and identify low cost, effective measures to reduce crash frequency and severity.

- Maintain the Regional Transportation Safety Plan and update as needed. The regional highway safety plan was prepared by VN Engineers under a contract with CT DOT. The NVCOG will use the plan as the basis for developing actions to address safety issues and concerns:
  - Determine and assess hazard areas on the regional road network.
  - Identify safety deficiencies.
  - Use UCONN Crash Repository data to assess crash rates regionwide.
  - Identify transportation safety improvement projects by mode including vehicle, bus, rail, pedestrian and bicycle.
  - Engage regional stakeholders, public engineering departments, public works departments, local traffic authorities, and bike and pedestrian advocacy groups in the planning process and establishment of baseline existing conditions.
  - Coordinate safety recommendations with NVCOG municipalities and stakeholders.
  - Identify funding programs to implement capital improvements to improve transportation safety regionwide.
- **Revise the Regional Transportation Safety Plan to meet the requirements as an Action Plan under the Safe Streets for All program. Work includes conducting a community outreach and engagement effort to identify safety concerns and issues and improvement actions.**

#### Task 2A.4: Congestion Management Process

- Review and maintain operational and management strategies to alleviate congestion and make the transportation systems operate more efficiently.
- Assess and evaluate identified congested corridors:
  - Collect delay and travel time data – available through StreetLight *Insight*, automatic traffic counters, the NPMRD.
  - Use computer modeling to simulate travel patterns and screen congested corridors – TransCAD and Highway Capacity Manual Software
- Use and access NPMRDS data to develop performance measures and trends.
- Develop performance measures to establish baseline performance and update regularly to evaluate progress.
- Develop a Congestion Management Plan for the Naugatuck Valley region.
- Coordinate CMP and collaborate with the CT Metro Council of Governments (MetroCOG), Capitol Region Council of Governments (CRCOG) and Western Council of Governments (WestCOG).

#### Task 2A.5: Transportation Security and Emergency Management

- Conduct evacuation planning and route assessment.
- Increase the security of transportation system by participating on the Region 2 Emergency Planning Team and collaborating with local municipal and private emergency service

providers and CT DEHMS in emergency operations planning and emergency support functions (ESF), related to ESF-1 (Transportation).

- Assess and promote the security at various regional transportation centers.

## Task 2A.6: Environmental Mitigation

- Determine air quality conformity of the CNVMPO's transportation plans, programs and projects and continue coordination with CTDOT and Department of Energy and Environmental Protection.
- Integrate findings of the regional natural disaster hazard mitigation plan currently being drafted in to MPT process and identify opportunities to ensure the highways and transit networks are more resilient and reliable.
- Conduct environmental assessments of transportation improvements:
  - Storm water management; run-off.
- Coordinate major planning studies and consider environmental impacts of transportation projects as part of NEPA and CEPA processes.
- Conduct a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analyses, and products developed during planning to inform the environmental review process. This Planning and Environment Linkages (PEL) process will be used for the update of the MTP and the conduct of corridor planning studies.
- Coordinate local, regional (COGs) and State (CTDOT) planning initiatives to promote the and coordinate electric vehicle charging infrastructure where demanded.
- Prepare the Air Quality Conformity Statement for CNVMPO transportation projects, plans and programs.
- Assist municipalities with local emergency planning, including the identification of critical facilities and transportation systems in local pre-disaster mitigation plans and maps. Update local pre-disaster mitigation plans, if needed.

## Task 2A.7: LOTCIP

- Administer the state-funded LOTCIP program for the NVCOG planning region.
- Solicit project proposals from member communities for the NVCOG area.
- Assist municipalities in pre-screening project proposals.
- Review applications for eligibility and completeness.
- Maintain a program Financial Plan and track program allocations and expenditures and continue to over-program LOTCIP to ensure timely allocation of available funds.
- Assist municipalities in conducting the public review process and participate in LOTCIP meetings, as needed.
- Project scope development and review (LOTCIP funded).
- Prepare and submit quarterly program status reports (LOTCIP funded).

- Coordinate and participate in third party review of design plans (LOTICIP funded).
- Process final design plans and submittals to CTDOT for project obligation (LOTICIP funded).

## Task 2A.8: Freight Planning

- Maintain and update the Regional Plan and incorporate revisions into the MTP:
  - Review and update and inventory freight and goods movement data in the Naugatuck Valley region.
  - Review and update freight related performance measures.
  - Develop performance measures using available data sources to establish baseline performance and update regularly to evaluate progress
  - Identify commodity flows, modes, type of freight moved.
  - Locate warehouses and intermodal facilities.
  - Locate freight generators.
  - Identify critical freight routes.
  - Identify freight complementary locations.
  - Identify areas with deficient freight infrastructure and areas of freight demand.
  - Engage freight stakeholders in planning process and recommendations.
  - Review State Freight Plan Update.
  - Identify opportunities for truck parking.
  - Assess need for and identify locations for emergency truck parking in the event of truck travel restrictions or prohibitions due to weather events.
- Develop freight stakeholders committee.
- Coordinate and work with CTDOT on the statewide freight plan.
- Coordinate and work with NYMTC on New York metropolitan freight plan and issues.
- Participate on the MAP Forum Freight Working Group.
- Identify infrastructure constraints
  - Low clearance and weight restricted bridges.
  - Local geometric constraints
- Work with the Borough of Naugatuck on developing an Inland Port and intermodal transfer center concept:
  - Help identify funding programs for infrastructure improvements.
  - Provide analytic and staff support in grant applications and infrastructure improvement programs.

## Task 2A.9: Vision Zero Program

- Develop and endorse a Vision Zero policy statement and goal to significantly reduce the number fatal and serious injury crashes and develop a list of actions to achieve the Vision Zero goal.

## Deliverables:

- Amendments to the FFY 2019-2045 Metropolitan Transportation Plan, as needed.
- FFY 2023-2059 Metropolitan Transportation Plan
- Regional Plan of Conservation and Development
- Regional Transportation Safety Plan Updates
- **Safe Streets for All (SS4A) Action Plan**
- 5-Year Transportation Infrastructure Improvement Plan
- Congestion Management Plan
- Air Quality Conformity Statements for Ozone for the NY-NJ-LI Non-attainment area and the Greater Connecticut Non-attainment area
- Air Quality Conformity Statements for PM2.5 for the NY-NJ-CT Non-attainment area
- LOTCIP project applications
- LOTCIP program quarterly reports
- Regional Freight Inventory and Profile



## Task 2A – Budget

Task 2A: Transportation Planning – Regional					
Budget	FY 2022	FY 2023	Total	FY 2018/19 Carryover	FY 2023 IJA
Direct Labor	\$54,687	\$54,687	\$109,374	\$22,372	\$43,403
BFO @1.19	\$65,078	\$65,078	\$130,156	\$26,623	\$51,649
Other Direct [1]	\$0	\$0	\$0	\$2,100	\$0
<b>Total</b>	<b>\$119,765</b>	<b>\$119,765</b>	<b>\$239,530</b>	<b>\$51,095</b>	<b>\$95,052</b>

[1] Other Direct: Support and training for TransCAD; for two year. .

Staff Allocation Budgets					
FY 2022	Direct Labor	Indirect	Total	Hours	
Executive Director	\$0	\$0	\$0	0.0	
Director of Planning	\$8,203	\$9,762	\$17,965	136.7	
Assistant Planning Dir.	\$8,203	\$9,762	\$17,965	167.4	
Regional Trans. Engineer	\$5,469	\$6,508	\$11,976	109.4	
Senior Planners [1]	\$15,312	\$18,222	\$33,534	425.3	
Planners [2]	\$16,406	\$19,523	\$35,929	611.0	
Planning Assistant	\$0	\$0	\$0	0.0	
Administration & Financial Management [3]	\$1,094	\$1,302	\$2,395	31.2	
<b>Total</b>	<b>\$54,687</b>	<b>\$65,078</b>	<b>\$119,763</b>	<b>1,481.1</b>	
FY 2023	Direct Labor	Indirect	Total	Hours	

Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$8,203	\$9,762	\$17,965	136.7
Assistant Planning Dir.	\$8,203	\$9,762	\$17,965	167.4
Regional Trans. Engineer	\$5,469	\$6,508	\$11,976	109.4
Senior Planners [1]	\$15,312	\$18,222	\$33,534	425.3
Planners [2]	\$16,406	\$19,523	\$35,929	611.0
Planning Assistant	\$0	\$0	\$0	0.0
Administration & Financial Management [3]	\$1,094	\$1,302	\$2,395	31.2
Total	\$54,687	\$65,078	\$119,763	1,481.1
FY 2018/19 Carryover	Direct Labor	Indirect	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$3,356	\$3,993	\$7,349	55.9
Assistant Planning Dir.	\$3,356	\$3,993	\$7,349	68.5
Regional Trans. Engineer	\$2,237	\$2,662	\$4,899	44.7
Senior Planners [1]	\$6,264	\$7,454	\$13,719	174.0
Planners [2]	\$6,712	\$7,987	\$14,698	250.0
Planning Assistant	\$0	\$0	\$0	0.0
Administration & Financial Management [3]	\$447	\$532	\$980	12.8
Total	\$22,372	\$26,623	\$48,994	605.9

[1] Includes Senior Transportation Planner, Senior Regional Planner, Senior Regional Planner - Environmental, GIS Program Coordinator, Communications/Public Engagement Manager and Regional/Municipal Services Director

[2] Includes Regional Planners, Transportation Planners I & II, Project Coordinator, GIS Analyst, Communications/DEI Associate and Municipal Shared Planner

[3] Includes Administrative Assistant and Finance Manager

<b>FY 2023 IIJA</b>	<b>Direct Labor</b>	<b>Indirect</b>	<b>Total</b>	<b>Hours</b>
Directors	\$21,000	\$24,900	\$45,990	525.0
Senior Planners [1]	\$22,403	\$26,659	\$49,062	525.0
Planners [2]	\$0	\$0	\$0	0.0
<b>Total</b>	<b>\$43,403</b>	<b>\$51,649</b>	<b>\$95,052</b>	<b>1,050.0</b>

<b>Financial Responsibility</b>				
<b>Funding Sources</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2018/19 Carryover</b>	<b>FY 2023 IIJA</b>
Federal (at 80%)	\$95,812	\$95,812	\$40,876	\$76,042
State (at 10%)	\$11,977	\$11,977	\$5,110	\$0
Local (at 10%)	\$11,977	\$11,977	\$5,110	\$19,010
<b>Total</b>	<b>\$119,765</b>	<b>\$119,765</b>	<b>\$51,095</b>	<b>\$95,052</b>

## Task 2A - Schedule

### Task Schedule: Transportation Planning – Regional

Task 2A	Federal Fiscal Year 2022				Federal Fiscal Year 2023			
	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June
Technical Assistance						▲		
Regional Highway Safety Program				▲				▲
Congestion Management			▲				▲	
Emergency Management								
Environmental Mitigation		▲				▲		
LOTICIP								
Freight Planning				▲				▲
Vision Zero Program								▲

## TASK 2B: TRANSPORTATION PLANNING – TRANSIT

Transit planning tasks focus on local, fixed-route bus, commuter rail, dial-a-ride, and paratransit services in the Central Naugatuck Valley MPO region. The NVCOG will promote implementation of low cost short term adjustments of the bus route network, while advocating for structural improvements to serve rider demand. Transit planning tasks also provide coordinated assessment of human service transportation services and assistance in planning near term and future local bus services and facilities. Service needs will be consistent with the Locally Coordinated Human Services Transportation Plan (LOCHSTP), which the CTDOT plans to initiate an update during FY 2022. Included in this activity will be oversight of services provided by the Greater Waterbury Transit District. The NVCOG also works with area transit providers on short and long term capital needs. In its capacity as the designated recipient of FTA funds, the NVCOG will provide planning assistance to the Valley Transit District, including development and update of the 10-year capital plan and assessment of transit capital and operational needs. Planning efforts focus on alternative transportation modes to promote transit oriented and supportive districts. A major emphasis area is modernization and upgrade of services along the Waterbury rail line. The NVCOG will continue to advocate and plan for investment in the rail line. Rail station capital and parking needs are identified and evaluated, as well as improving access via local bus services. Transit planning tasks also focus on improved coordination of inter-regional bus operations.

Specific tasks are:

### Task 2B.1: 10-Year Plan

- Work with North East Transportation and the CT Transit-Waterbury Division to develop and update the 10-year capital improvement program: fleet replacement, facility improvements and rehabilitation, and bus shelter program.
- Integrate transit asset management plan recommendations program
- Incorporate capital improvement plan into the MTP.
- Coordinate with the CTDOT on amending the TIP/STIP to incorporate bus capital priorities as reflected in the 10-year capital plan.

### Task 2B.2: Local Bus System Planning

- Continue to advocate for the implementation recommendations from the 2017 Waterbury Area Transit Study.
- Continue to review and evaluate local, fixed-route system needs for the Greater Waterbury area, determine service gaps and opportunities, and identify operational improvements – bus stops, shelters and sign amenities, internet trip planning, and vehicle location systems.
- Review projects funded under the FTA Sections 5307 capital programs, including transit enhancements and include in the TIP.

- Conduct bus system TOD buildout study to identify potentially appropriate locations for new housing.
- Develop priority shelter replacement recommendations based on current and previous analysis.

### Task 2B.3: Local Human Service Transportation Coordinating Planning

- Provide technical assistance to regional municipalities and the Greater Waterbury Transit District in coordinating priorities and projects for special transportation services funded under the State Municipal Grant program (C.G.S. 13b-38bb) for senior and disabled demand responsive transportation.
- Develop regional priorities for the FTA Section 5310 program to fund vehicle purchases for private non-profit and public organizations and other transportation services for people with disabilities, and coordinate grant applications and continue to work closely with CTDOT, paratransit operators and municipal human service transportation providers on formula funding for elderly persons and persons with disabilities. Priorities will be consistent with the state’s Locally Coordinated Human Services Transportation Plan (LOCHSTP).
- Work with local agencies and stakeholders, including the Greater Waterbury Transit District, neighboring COGs, and CTDOT in developing and updating the state LOCHSTP, identifying gaps and setting project priorities.
- Participate on advisory committees and planning meetings relating to the jobs access program and the Regional Mobility Manager program.
- Coordinate and cooperate with CTDOT’s Bureau of Public Transportation on the continuing development of and updates to the Coordinated Public Transit Human Services Transportation Plan and on the selection of projects for the various programs that are covered by it.

### Task 2B.4: Commuter Rail

- Inventory and evaluate Waterbury Rail Line stations and infrastructure including passenger amenities, information kiosks, platforms, shelters, parking, and canopies.
- Identify rail parking needs utilizing parking counts, parking supply, and the condition at commuter rail stations along the Waterbury Branch Line.
- Work with CTDOT in advancing proposed Waterbury Rail Line improvements and enhancements, specifically the planned positive train control, signal system design and passing sidings.
- Work with CTDOT in programming long term improvements to and rehabilitation of the Waterbury Rail Line.
- Monitor planning actions in response to the *NEC Future: Selected Alternative*, as needed.
- Assist CTDOT’s Bureau of Public Transportation by conducting on a quarterly basis, counts of the vehicles using the commuter parking lots located in the NVCOG planning region.

## Task 2B.5: Alternative Transportation Modes Assessment

Administrative oversight of this project is a continuation from the preceding UPWP. The study assesses and identifies opportunities for implementing alternative transportation modes within the Route 8 and Waterbury Rail Line (WRL) corridors. The project is expected to be completed by June 30, 2021. The project is being funded under a direct FTA grant, but planning support for this project is also being provided in the FY 2022-2023 UPWP. In addition, the NVCOG will plan and advocate for actions recommended in the plan.

- Administer and oversee consultant services related to conducting the study.
- Assist in the alternative transportation modes assessment and in the development of alternative services and modes plans.
- Collect data and generate maps, as needed, to supplement work.
- Promote recommendations developed from the Route 8/Waterbury Branch Line Corridors Alternative Modes project to harness public transit and create livable communities:
  - Promote the strategies and actions to enhance and facilitate north-south travel along the Route 8 corridor and the WBL and link commuter rail stations and associated transit oriented and supportive districts in the region.
- Promote safety, livable communities, and environmental sustainability in planning activities.
- Encourage and assist municipalities with adopting transit-supportive land use policies and developing plans and strategies to create transit-oriented districts in the vicinity of the commuter rail stations.
- Encourage greater integration and connectivity between rail and bus.
- Assess recommendations for capital improvements both to the WBL and rolling stock needed to meet recommended levels of service.
- Promote Mobility as a Service solutions to reduce reliance on private vehicle use:
  - Develop and identify actions to encourage people to get out of the vehicles.
  - Identify and assess opportunities to better connect people to transit and other non-private vehicle options.

## Task 2B.6 On-demand Transit Service Study

The region is currently served by the CTtransit Waterbury Division, the Valley Transit District and the Greater Waterbury Transit District. While these transit providers provide services to many of the urban areas of the region, many of the more rural NVCOG communities go unserved. The purpose of this planning task will be to assess and determine opportunities for implementing on-demand or micro-transit services in towns not currently served by transit, including the region's rural communities.

- Evaluate ridership demand in currently unserved NVCOG communities.



- Evaluate service structures that could be implemented to expand existing services to unserved areas or provide first mile/last mile services to the existing fixed route bus and rail services.
- Convene regional stakeholders to gain community insight into possible ridership demand
- Identify most feasible opportunities for service expansion.
- Develop recommendations and implementation program to leverage existing funding opportunities to implement recommendations.
- Review recommendations with stakeholders and impacted communities.
- Select consultant to conduct feasibility study and oversee and administer contract and scope of work.
- Explore expanding the VTD service area to include Beacon Falls, Oxford, Southbury, Woodbury and Middlebury.

The NVCOG will determine funding opportunities and may allocate available FY 2018/2019 Carryover funds for consultant engineering services to complete this task or parts of the analysis.

### Deliverables:

- 10-Year local bus capital improvement plan – CTtransit-Waterbury Division
- FTA Section 5307 regional priority list – CTtransit-Waterbury Division
- FTA Section 5310 regional priority list – NVCOG Region
- Municipal Grant Program applications – NVCOG Region
- Waterbury Branch Rail Line improvement program
- Route 8 and Waterbury Rail Line Corridor TOD and Alternative Modes Assessment reports
- TOD Plans – station area plans
- NVCOG Regional On-Demand Transit implementation plan

### Task 2B – Budget

Task 2B: Transportation Planning – Transit					
Budget		FY 2022	FY 2023	Total	FY 2018/19 Carryover
	Direct Labor	\$36,458	\$36,458	\$72,916	\$14,915
	BFO @1.19	\$43,385	\$43,385	\$86,770	\$17,749
	Other Direct	\$0	\$0	\$0	\$0
	<b>Total</b>	<b>\$79,843</b>	<b>\$79,843</b>	<b>\$159,686</b>	<b>\$32,664</b>

## Staff Allocation Budgets

FY 2022	Direct Labor	Indirect	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$3,646	\$4,339	\$7,984	60.8
Assistant Trans. Director	\$5,469	\$6,508	\$11,976	111.6
Regional Trans. Engineer	\$0	\$0	\$0	0.0
Senior Planners [1]	\$13,854	\$16,486	\$30,340	384.8
Planners [2]	\$12,760	\$15,185	\$27,945	475.2
Planning Assistant	\$0	\$0	\$0	0.0
Administration & Financial Management [3]	\$729	\$868	\$1,597	20.8
<b>Total</b>	<b>\$36,458</b>	<b>\$43,385</b>	<b>\$79,843</b>	<b>1,053.3</b>
FY 2023	Direct Labor	Indirect	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$3,646	\$4,339	\$7,984	60.8
Assistant Trans. Director	\$5,469	\$6,508	\$11,976	111.6
Regional Trans. Engineer	\$0	\$0	\$0	0.0
Senior Planners [1]	\$13,854	\$16,486	\$30,340	384.8
Planners [2]	\$12,760	\$15,185	\$27,945	475.2
Planning Assistant	\$0	\$0	\$0	0.0
Administration & Financial Management [3]	\$729	\$868	\$1,597	20.8
<b>Total</b>	<b>\$36,458</b>	<b>\$43,385</b>	<b>\$79,843</b>	<b>1,053.3</b>

FY 2018/19 Carryover	Direct Labor	Indirect	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$1,492	\$1,775	\$3,266	24.9
Assistant Trans. Director	\$2,237	\$2,662	\$4,900	45.7
Regional Trans. Engineer	\$0	\$0	\$0	0.0
Senior Planners [1]	\$5,668	\$6,745	\$12,412	157.4
Planners [2]	\$5,220	\$6,212	\$11,432	194.4
Planning Assistant	\$0	\$0	\$0	0.0
Administration & Financial Management [3]	\$298	\$355	\$653	8.5
<b>Total</b>	<b>\$14,915</b>	<b>\$17,749</b>	<b>\$32,663</b>	<b>430.9</b>

[1] Includes Senior Transportation Planner, Senior Regional Planner, Senior Regional Planner - Environmental, GIS Program Coordinator, Communications/Public Engagement Manager and Regional/Municipal Services Director

[2] Includes Regional Planners, Transportation Planners I & II, Project Coordinator, GIS Analyst, Communications/DEI Associate and Municipal Shared Planner

[3] Includes Administrative Assistant and Finance Manager

## Financial Responsibility

Funding Sources	FY 2022	FY 2023	FY 2018/19 Carryover
Federal (at 80%)	\$63,874	\$63,874	\$26,131
State (at 10%)	\$7,984	\$7,984	\$3,266
Local (at 10%)	\$7,984	\$7,984	\$3,266
<b>Total</b>	<b>\$79,843</b>	<b>\$79,843</b>	<b>\$32,664</b>

## Task 2B – Schedule

### Task Schedule: Transportation Planning – Transit

Task 2B	Federal Fiscal Year 2020				Federal Fiscal Year 2021			
	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June
10-Year Capital Plan		▲				▲		
Local Bus Planning								
LOCHSTP				▲				▲
Commuter Rail								
Alternative Modes		▲			▲			
On-Demand Transit Plan			▲			▲		▲

## TASK 2C: TRANSPORTATION PLANNING – ACTIVE TRANSPORTATION

Under this task, the NVCOG will coordinate multiple and inter-related planning tasks to create an interconnected network of multi-use trails, including continued involvement in the design and construction of the Naugatuck River Greenway Trail, ensure pedestrian safety and promote livable and sustainable communities. In recent years, the NVCOG assessed the economic benefits accruing from the implementation of the NRG Trail, developed a uniform signage design manual, and assisted members in developing project applications for funding. The NVCOG will continue to act as the administrator of the NRG Steering Committee and host the NRG Trail website. The NVCOG has also partnered with SustainableCT in hosting fellows to assist members in implementing sustainable actions. A key effort has been the initiation of drafting regional plan for sustainability. The NVCOG uses its participation on Sustainable CT Working Groups to inform the update of the long range Metropolitan Transportation Plan.

Specific tasks are:

### Task 2C.1: Regional Multi-use Trail Planning

- Work on enhancing regional trail and greenway systems including the Naugatuck River Greenway Trail, Middlebury Greenway, the Steele Brook Greenway and Farmington Heritage Canal Trail.
- Monitor work to construct the Waterbury Naugatuck River Greenway Trail section and assist Waterbury as needed.
- Provide technical assistance to member communities on respective greenway and multi-use trail projects.
- Provide administrative support to the Naugatuck River Greenway steering committee, including acting as staff to the NRGSC, preparing meeting agendas, posting meeting minutes, and providing website content.
- Oversee the Connecticut Trail Census project for the CT Greenways Council, including administering projects, conducting trail counts, preparing survey tool, and tabulating and analyzing data.
- Continue to promote the findings from the 2017 NRG economic impact study as requested and needed.
- Prepare NRG Trail summary reports, including project status report.
- Work with CTDOT on proposed projects to be funded under the federal Transportation Alternatives set-aside program and coordinate with WestCOG, MetroCOG and CRCOG on projects that overlap urban areas in the Naugatuck Valley.

### Task 2C.2: Regional Active Transportation Plan

- Develop the Regional Active Transportation Plan:
  - Assess existing operating conditions in the region for bicycles – constraints and opportunities.

- Develop a stakeholder lists of interested groups and reach out to solicit input.
- Assess current bicycle and pedestrian safety.
- Review existing pedestrian safety plan and methodologies.
- Develop bicycle and pedestrian data and maps, including location of crash hot spots.
- Extract and analyze pedestrian-related crash data and publish findings and performance in an annual update.
- Continue developing a Safe Routes to School program, as necessary, and assist member communities in developing SRTS plans.
- Expand Matrices developed for the pedestrian safety plan to other forms of active transportation, such as identifying high hazard areas, and identifying high demand areas.
- Engage stakeholder committee on findings and existing conditions and areas identify through data analysis as being either in high demand for active transportation improvements or are currently identifiable as safety deficient.
- Assess and address bicycle and vehicular needs to determine opportunities for expanding bicycle or pedestrian facilities in a regional active transportation plan.
- Work with and provide technical assistance to the municipalities in the NVCOG planning region on implementing a bicycle and pedestrian route network, including assessment and evaluation of proposed routes, project scoping, and project design approach, and ensuring consistency with guidelines and standards.
- Conduct a study on to identify opportunities for inter-municipal or inter-regional connections.
- **Assess the opportunities for accommodating micro-mobility modes in the region, including e-scooters and e-bicycles. NVCOG will research the types of facilities required to accommodate micro-mobility modes, the current restrictions to their use, and how best to minimize conflicts between these modes and pedestrians.**

### Task 2C.3: Livability and Sustainability Program

- Develop a “Complete Streets” and “green infrastructure” policy and plan for the Naugatuck Valley planning region:
  - Review existing literature to identify to develop a vision for a regional complete streets policy.
  - Identify how a regional complete streets policy could be applied to regional programs and projects.
  - Engage regional stakeholders on the proposed purpose and vision of policy
  - Develop regional complete street steering committees as sub-committee of NVCOG TTAC to guide and review policy recommendations
- Identify green infrastructure elements that can be incorporated in transportation improvement projects.
- Assess potential impacts to the region’s transportation systems due to climate change and natural hazards, and develop strategies to minimize and mitigate impacts and make the systems more resilient.

- Develop web page on the NVCOG website that focuses on climate change and livability to promote safety, livable communities and environmental sustainability.
- Provide working space and support to *Sustainable CT* Fellow
- Support NVCOG municipalities in pursuing accreditation in the *Sustainable CT* program
- Incorporate livability and sustainability principles into the MTP.

#### Task 2C.4: Municipal Assistance on ADA Transition Plans

The NVCOG will assist municipalities with more than 50 employees to create an ADA Transition Plan. This work will use the CTDOT ADA Transition Plan for their facilities as a template and guide for the municipal plans. The NVCOG work with CTDOT to educate municipalities on their responsibilities under ADA and Section 504 to ensure all programs, activities, and services under the municipality’s jurisdiction are examined to identify barriers to access.

#### Task 2C.5: Oxford Main Street (Route 67) Alternative Transportation Study

The Oxford Main Street Alternative Transportation Study was completed in FY 2021. It looked to expand modal choice along Route 67 and convert it to better serve as the Town of Oxford’s main street, anchoring the community’s civic and commercial centers. With the completion of the study, the NVCOG will continue to provide assistance to the Town in its efforts to implement recommendations.

#### Task 2C.6: Bristol Multiuse Trail Connection Study

The City of Bristol is interested in identifying an alignment of a multiuse path from Rockwell Park to Route 229 and a possible connection to the Farmington Canal Heritage Trail.

#### Deliverables:

- Regional Active Transportation Plan
- CT Trails Census reports
- Trail User Surveys
- **Micro-mobility Assessment**
- **Bristol Trail Connection Plan**
- Regional Complete Streets Policy and Plan
- Regional Plan of Sustainability



## Task 2C – Budget

Task 2C: Transportation Planning – Active Transportation					
Budget	FY 2022	FY 2023	Total	FY 2018/19 Carryover	FY 2023 IJA
Direct Labor	\$36,458	\$36,458	\$72,916	\$14,915	\$14,915
BFO @1.19	\$43,385	\$43,385	\$86,770	\$17,749	\$17,749
Other Direct [1]	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$79,843</b>	<b>\$79,843</b>	<b>\$159,686</b>	<b>\$32,664</b>	<b>\$32,664</b>

Staff Allocation Budgets					
FY 2022	Direct Labor	Indirect	Total	Hours	
Executive Director	\$0	\$0	\$0	0.0	
Director of Planning	\$5,469	\$6,508	\$11,976	91.1	
Assistant Planning Dir.	\$5,469	\$6,508	\$11,976	111.6	
Regional Trans. Engineer	\$1,823	\$2,169	\$3,992	36.5	
Senior Planners [1]	\$13,125	\$15,619	\$28,743	364.6	
Planners [2]	\$9,115	\$10,846	\$19,961	339.5	
Planning Assistant	\$729	\$868	\$1,597	36.5	
Administration & Financial Management [3]	\$729	\$868	\$1,597	20.8	
<b>Total</b>	<b>\$36,458</b>	<b>\$43,385</b>	<b>\$79,843</b>	<b>1,000.5</b>	

FY 2023	Direct Labor	Indirect	Total	Hours	
Executive Director	\$0	\$0	\$0	0.0	

Director of Planning	\$5,469	\$6,508	\$11,976	91.1	
Assistant Planning Dir.	\$5,469	\$6,508	\$11,976	111.6	
Regional Trans. Engineer	\$1,823	\$2,169	\$3,992	36.5	
Senior Planners [1]	\$13,125	\$15,619	\$28,743	364.6	
Planners [2]	\$9,115	\$10,846	\$19,961	339.5	
Planning Assistant	\$729	\$868	\$1,597	36.5	
Administration & Financial Management [3]	\$729	\$868	\$1,597	20.8	
Total	\$36,458	\$43,385	\$79,843	1,000.5	
FY 2018/19 Carryover	Direct Labor	Indirect	Total	Hours	
Executive Director	\$0	\$0	\$0	0.0	
Director of Planning	\$2,237	\$2,662	\$4,900	37.3	
Assistant Planning Dir.	\$2,237	\$2,662	\$4,900	45.7	
Regional Trans. Engineer	\$746	\$887	\$1,633	14.9	
Senior Planners [1]	\$5,369	\$6,390	\$11,759	149.2	
Planners [2]	\$3,729	\$4,437	\$8,166	138.9	
Planning Assistant	\$298	\$355	\$653	14.9	
Administration & Financial Management [3]	\$298	\$355	\$653	8.5	
Total	\$14,915	\$17,749	\$32,663	409.3	

[1] Includes Senior Transportation Planner, Senior Regional Planner, Senior Regional Planner - Environmental, GIS Program Coordinator, Communications/Public Engagement Manager and Regional/Municipal Services Director

[2] Includes Regional Planners, Transportation Planners I & II, Project Coordinator, GIS Analyst, Communications/DEI Associate and Municipal Shared Planner

[3] Includes Administrative Assistant and Finance Manager

FY 2023 IIJA	Direct Labor	Indirect	Total	Hours
Directors	\$0	\$0	\$0	0.0
Senior Planners [1]	\$18,000	\$21,420	\$39,420	450.0
Planners [2]	\$10,500	\$12,495	\$22,995	300.0
Total	\$28,500	\$33,915	\$62,415	750.0

Financial Responsibility				
Funding Sources	FY 2022	FY 2023	FY 2018/19 Carryover	FY 2023 IIJA
Federal (at 80%)	\$63,874	\$63,874	\$26,131	\$49,932
State (at 10%)	\$7,984	\$7,984	\$3,266	\$0
Local (at 10%)	\$7,984	\$7,984	\$3,266	\$12,483
Total	\$79,843	\$79,843	\$32,664	\$62,415

## Task 2C – Schedule

### Task Schedule: Transportation Planning – Active Transportation

Task 2C	Federal Fiscal Year 2020				Federal Fiscal Year 2021			
	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June
Regional Trail Planning								
NRG Economic Study	▲		▲		▲		▲	
Regional Active Transportation Plan				▲				
ADA Transition Plans	As needed							
Bristol Trail Concept								▲
Sustainability Program								

### TASK 3: PROGRAM MANAGEMENT AND ADMINISTRATION

Administer and manage the transportation planning program in the Central Naugatuck Valley planning region, as detailed in the FY 2022 and 2023 Unified Planning Work Program. The NVCOG will conduct a proactive public involvement process in accordance with its adopted public participation policy. This task also includes coordination with the CTDOT, development of highway projects, programming of transit projects, and monitoring state and federal transportation policy issues. The NVCOG will establish a new communications and public affairs office to better inform the public about metropolitan transportation planning projects, programs and plans. The office will also be responsible for coordinating diversity, equity and inclusion (DEI) actions.

Specific tasks are:

#### Task 3.1: UPWP

- Amend the FY 2022-2023 UPWP, as needed.
- Prepare and submit quarterly progress and financial reports.
- Prepare the FY 2024-2025 UPWP.

#### Task 3.2: CTDOT Coordination

- Coordinate on developing and implementing Performance Measures.
- Coordinate on travel demand modeling.
- Coordinate with revisions to land use forecasts.
- Participate in the local road accident reduction program.
- Revise, as necessary, the functional classification system to reflect changes in the urbanized area.
- Coordinate work on regional transportation, transit and engineering programs, projects and studies to maximize efficiency.
- Attend and participate in monthly COG coordination meetings and conference calls with CTDOT.
- Coordinate and work with CTDOT and adjacent MPO's on the future re-designation of MPO boundaries.
- The CNVMPO and NVCOG will participate in any study of the Planning and Environmental Linkages being conducted by the CTDOT within the planning region.
- Assist the CTDOT on competing form FHWA-536 as needed.

#### Task 3.3: Administration

- Administer the regional transportation planning programs, as detailed in the FY 2022 and 2023 Unified Planning Work Program.

- including maintaining financial records and preparing financial reports.
- Prepare quarterly progress reports outlining for submission to CTDOT and federal partners.
- Prepare the annual audit of the UPWP.

### Task 3.4: Grant Applications

- Prepare grant applications and work programs for special studies, as needed. Including but not limited to the CTDOT Corridor study program.
- Assist member communities and regional transit operators in preparing project applications under various federal transportation funding programs, as needed.
- Assist member communities in preparing project applications under LOTCIP program.

### Task 3.5: Highway Project Development

- Identify new project proposals for funding under various federal aid programs and work with the municipalities and CTDOT in determining project eligibility, developing project scopes, preparing applications and evaluating proposals.
- Monitor the STBG urban program.
- Participate in CTDOT Project Concept Development process and coordinate with the CTDOT Office of Highway Design on state and local road improvement projects.
- Review and comment on the CTDOT five-year capital. The CTDOT will provide NVCOG a draft five-year capital plan for review and will meet with the NVCOG to discuss comments.
- Work with NVCOG and member municipalities on identifying possible projects for funding under the federal Transportation Alternatives (TA) Set-aside Program and Congestion Mitigation and Air Quality (CMAQ) program and monitor project development and implementation. The NVCOG will work and coordinate with WestCOG, MetroCOG, SCRCOG, and CRCOG on developing a TA project selection process.
- Work with the municipalities and provide technical assistance in determining project eligibility, developing project scopes, preparing applications and evaluating proposals relating to these programs.
- Establish and refine regional highway priorities.

### Task 3.6: Transit Programming

- Work with *CTtransit* to program bus capital projects in the TIP and incorporate local bus transit needs into the TIP/STIP under the FTA Section 5307, 5309, and 5310 programs.
- Work with *CTtransit* in determining project scopes, preparing applications and evaluating proposals.
- Establish and refine regional transit capital priorities to be funded by FTA Section 5307, 5309, and 5310, and help municipalities establish and fund operational priorities for the elderly and disabled under the Municipal Grant Program.

### Task 3.7: Policy

- Monitor and review federal Notices of Proposed Rulemaking (NPRM) related to the transportation planning process and offer comments and recommendations, as appropriate, including but not limited to MPO coordination, performance measures, transit planning, and transportation performance management rules.
- Establish and refine regional transportation policies.

### Task 3.8: Communications and DEI Program

The NVCOG will create a Communications and Community Engagement program to manage the NVCOG’s communication activities and develop a comprehensive community engagement and outreach plan. The plan will address diversity, equity and inclusion related to all transportation plans, programs and projects. The DEI program will provide meaningful engagement and increase the participation of underserved and Environmental Justice communities and are in compliance with Title VI and any other federal public involvement requirements. Under this task the NVCOG continue to make updates its Public Outreach Policy, Environmental Justice Policy and Title VI Policy.

In 2020 the NVCOG developed the capacity to hold virtual meetings and invite the public to join virtual public comment events. While much of this progress was made out of a necessity to confront the COVID-19 pandemic, the NVCOG intends to take the lessons learned to improve the impact of our public participation program.

Specific activities include:

- Adhere to the Public Outreach and Environmental Justice polices and ensure a proactive engagement with the public.
- Maintain the NVCOG website and post transportation news, documents, summaries, actions, plans and programs. Solicitation of profession services and products will be posted on the NVCOG website.
- Provide reports, documents, plans and summaries in user-friendly format and post on NVCOG website.
- Participate in meetings of the CNVMPO.
- Make presentations at CNVMPO and NVCOG meetings on transportation plans, programs and projects.
- Hold public information meetings on plans, program and projects at convenient and accessible places and times, including utilizing a “go to them” strategy, provide community outreach to inform and involve community groups, and offer assistance to the hearing impaired and persons with limited English proficiency.
- Hold virtual public meetings and public information events.
- Convene and hold meetings of the Transportation Technical Advisory Committee (TTAC) to provide face-to-face opportunities to discuss and exchange ideas regarding transportation issues, deficiencies and solutions.

- Periodically assess effectiveness of the public involvement process.

The purpose of Title VI is to examine the percentage of non-English speaking individuals in the Naugatuck Valley region. As a direct recipient of FTA funding, the NVCOG has in place a Title VI policy for FTA and FHWA. These documents are updated once every three years. The FHWA policy is sent to CTDOT while the FTA document is uploaded to TrAMS.

The NVCOG has an Environmental Justice policy, which addresses how the agency implements Environmental Justice. Work under this task will include conducting an annual EJ analysis to examine the proportion of federal transportation dollars going towards EJ communities and reviewing TIP projects occurring within EJ areas and determines if they promote a positive, neutral, or negative impact to the residents living in those areas.

### Task 3.9: NVision2022 Conference

The NVCOG will hold a one-day conference referred to as NVision 2022. It is a regional conference bringing together stakeholders from the public and private sectors, elected officials, students, and community members to discuss the region's future. The format of the conference will involve keynote speakers; several sessions that include a presentation, panel discussion, and Q&A; and tables in the lobby with information on regional CBOs, businesses, student projects, and NVCOG work.

### Deliverables:

- Quarterly UPWP progress reports
- Amendments to FY 2022-2023 UPWP
- FY 2024-2025 UPWP
- Grant applications
- Highway Project programming
- Transit programming
- Transportation Policies
- Communications and DEI Plan
- NVCOG website



## Task 3 – Budget

Task 3: Program Management and Administration					
Budget		FY 2022	FY 2023	Total	FY 2018/19 Carryover
	Direct Labor	\$54,687	\$54,687	\$109,374	\$22,372
	BFO @1.19	\$65,078	\$65,078	\$130,156	\$26,623
	Other Direct [1]	\$0	\$0	\$0	\$63,364
	<b>Total</b>	<b>\$119,765</b>	<b>\$119,765</b>	<b>\$239,530</b>	<b>\$112,359</b>

[1] Other Direct: Various items to support Communications and Public Outreach activities, including Website and NVision Conference.

Staff Allocation Budgets					
FY 2022	Direct Labor	Indirect	Total	Hours	
Executive Director	\$0	\$0	\$0	0.0	
Director of Planning	\$16,406	\$19,523	\$35,929	273.4	
Assistant Planning Dir.	\$16,406	\$19,523	\$35,929	334.8	
Regional Trans. Engineer	\$0	\$0	\$0	0.0	
Senior Planners [1]	\$2,734	\$3,254	\$5,988	76.0	
Planners [2]	\$0	\$0	\$0	0.0	
Planning Assistant	\$0	\$0	\$0	0.0	
Administration & Financial Management [3]	\$19,140	\$22,777	\$41,918	546.9	
<b>Total</b>	<b>\$54,687</b>	<b>\$65,078</b>	<b>\$119,765</b>	<b>1,231.1</b>	
FY 2023	Direct Labor	Indirect	Total	Hours	

Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$16,406	\$19,523	\$35,929	273.4
Assistant Planning Dir.	\$16,406	\$19,523	\$35,929	334.8
Regional Trans. Engineer	\$0	\$0	\$0	0.0
Senior Planners [1]	\$2,734	\$3,254	\$5,988	76.0
Planners [2]	\$0	\$0	\$0	0.0
Planning Assistant	\$0	\$0	\$0	0.0
Administration & Financial Management [3]	\$19,140	\$22,777	\$41,918	546.9
Total	\$54,687	\$65,078	\$119,765	1,231.1

FY 2018/19 Carryover	Direct Labor	Indirect	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$6,712	\$7,987	\$14,698	111.9
Assistant Planning Dir.	\$6,712	\$7,987	\$14,698	137.0
Regional Trans. Engineer	\$0	\$0	\$0	0.0
Senior Planners [1]	\$1,119	\$1,331	\$2,450	31.1
Planners [2]	\$0	\$0	\$0	0.0
Planning Assistant	\$0	\$0	\$0	0.0
Administration & Financial Management [3]	\$7,830	\$9,318	\$17,148	223.7
Total	\$22,372	\$26,623	\$48,995	503.6

[1] Includes Senior Transportation Planner, Senior Regional Planner, Senior Regional Planner - Environmental, GIS Program Coordinator, Communications/Public Engagement Manager and Regional/Municipal Services Director

[2] Includes Regional Planners, Transportation Planners I & II, Project Coordinator, GIS Analyst, Communications/DEI Associate and Municipal Shared Planner

[3] Includes Administrative Assistant and Finance Manager

Financial Responsibility			
Funding Sources	FY 2022	FY 2023	FY 2018/19 Carryover
Federal (at 80%)	\$95,812	\$95,812	\$89,887
State (at 10%)	\$11,977	\$11,977	\$11,236
Local (at 10%)	\$11,977	\$11,977	\$11,236
Total	\$119,765	\$119,765	\$112,359

## Task 3 – Schedule

### Task Schedule: Program Management and Administration

Task 3	Federal Fiscal Year 2020				Federal Fiscal Year 2021			
	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June
UPWP	▲	▲	▲	▲	▲	▲	▲	▲
CTDOT Coordination								
Administration	▲	▲	▲	▲	▲	▲	▲	▲
Grant Applications	<i>As needed...</i>							
Highway Program Development								
Transit Programming								
Policy								
Communications and DEI Program								

## TASK 4: OTHER TECHNICAL ASSISTANCE AND PROGRAM IMPLEMENTATION

Provide technical assistance to member municipalities on various transportation plans and projects, and administer and manage specific transportation planning, program and design grants obtained by and on behalf of Naugatuck Valley planning region municipalities. Develop and maintain the metropolitan transportation improvement program (TIP) and work to advance projects to implementation and construction. Monthly meetings of the CNVMPO will be held and the NVCOG will amend the TIP as needed and process TIP amendments and administrative actions.

Specific tasks are:

### Task 4.1: Transportation Improvement Program – TIP/STIP

- Develop and maintain the short range transportation improvement program (TIP).
- Amend TIP/STIP, as necessary, and coordinate the endorsement of amendments and administrative actions to the TIP in cooperation with CTDOT.
- Review and approve Administrative Actions and keep track of changes.
- Develop project scopes and applications for funding under various federal aid programs.
- Establish transportation project priorities and work with municipalities in setting implementation schedules.
- Revise financial plans, prepare amendment summary reports, and make presentations at meetings of the MPO to inform members of proposed amendments and changes to the TIP/STIP.
- Maintain the TIP/STIP in a database format – MS Access.
- Maintain and update an interactive map on the website, including project descriptions and information that would pop-up when clicked.
- Administer and monitor the FHWA Surface Transportation Block Grant Program, including soliciting and evaluating project proposals, setting priorities, and maintaining a financial plan, as needed.
- Coordinate MPO correspondences, project selection, and project solicitation for various state and federal aid transportation programs.

### Task 4.2: Metropolitan Planning Organization

- Serve as the transportation planning staff for the CNVMPO.
- Prepare meeting agendas and technical material, including plan and project summaries, technical memoranda, and policy papers CTDOT.
- Make presentations at MPO meetings, regarding the TIP/STIP, MTPs, air quality conformity, project priorities, and amendments/actions for CTDOT.
- Provide technical advice and guidance on plan, policy, program and project issues to the CTDOT.

### Task 4.3: Transportation Technical Advisory Committees

- Convene the Naugatuck Valley Transportation Technical Advisory Committee. Tasks include:
  - Provide input on projects, plans and programs.
  - Review amendments to the TIP/STIP and offer recommendations.
  - Review projects funded under the LOTCIP Program.
  - Provide technical advice on public works best practices through guest speakers.
- Provide technical advice and guidance on emergency planning activities related the Regional Emergency Planning Teams including Region 5 (Beacon Falls, Bethlehem, Cheshire, Middlebury, Naugatuck, Oxford, Plymouth, Prospect, Southbury, Thomaston, Waterbury, Watertown, Wolcott, and Woodbury).

### Task 4.4: Naugatuck River Greenway Trail Program

- Provide technical assistance to the City of Waterbury and CTDOT on the Waterbury Naugatuck River Greenway Design Project – State Project No. 0151-0321. (Project bid for construction in March 2021).
- Assist the Naugatuck River Greenway Steering Committee:
  - Maintain and host the NRG website / webpage on the NVCOG website.
  - Prepare meeting agendas and material and host bi-monthly meetings of NRGSC.
  - Prepare and update interactive maps of the NRG, including proposed alignments.
  - Prepare a project priorities report.
  - Assist members in developing project applications for state and federal trails funds.
- Administer and provide technical assistance / support on the Watertown and Thomaston NRG design project funded under the Recreational Trails Program.
- Administer and provide technical assistance / support on the Connecticut Trails Census program.
- Administer and provide technical assistance / support on the Watertown and Thomaston NRG design project funded under the Recreational Trails Program.
- Administer and provide technical assistance / support on the NRG trail signage project funded under the Recreational Trails Program (*continuing*).

### Task 4.5: BUILD Grant Program

- Work with and provide technical assistance to member municipalities in the development of projects eligible for funding under the USDOT BUILD grant program, including assistance in preparing program applications, data collection and mapping.

## Task 4.6: Greater Waterbury Transit District

- Assist the Greater Waterbury Transit District:
  - Maintain and host the GWTD website/webpage on the NVCOG server.
  - Prepare meeting agendas and material and host quarterly meetings of GWTD Board of Directors.
  - Process payments from the GWTD to NET, the transit operator.
  - Track ridership data.
  - Develop draft budget for Board of Directors to review.
  - Provide technical assistance to GWTD members, as needed.

## Task 4.7: West Main Street Waterbury Corridor Study

NVCOG is leading the West Main Street Corridor Study in conjunction with the City of Waterbury and the CTDOT. The purpose of the study is to develop an in depth understanding of the challenges and opportunities of this stretch of road from Route 8 to the Green and create solutions that improve safety for all users including pedestrians, cyclists, public transit riders and drivers.

- Serve as project manager for the corridor study:
  - Provide background data to consultants
  - Help plan for advisory committee meetings
  - Provide background data to consultants.
  - Help plan for advisory committee meetings (including agenda and meeting report as necessary).
  - Host study website.

*Note: Consultant Services are being used to complete the corridor study; NVCOG provides administrative and technical support under the federal metropolitan planning process.*

## Task 4.8: Route 229 Bristol/Southington Corridor Study

The NVCOG, in collaboration with the CTDOT, the City of Bristol, and the Town of Southington engaged a multidisciplinary team to conduct a corridor study along CT Route 229 between Interstate 84 (Southington) and US Route 6 (Bristol). The intent of the study is to plan for future development while addressing safety and traffic flow concerns, and provide for improved pedestrian, bicycle, and transit-user accessibility.

- NVCOG will serve as project manager for the corridor study
  - Provide background data to consultants
  - Help plan for advisory committee meetings
  - Host and maintain study website
  - Host public stakeholder survey

*Note: Consultant Services are being used to complete the corridor study; NVCOG provides administrative and technical support under the federal metropolitan planning process.*

#### Task 4.9: I-84 / Route 8 Interchange Project

The CTDOT is working on a preliminary engineering study to recommend options for replacing the I-84 / Route 8 interchange.

- Work with and provide technical assistance to the design team and City of Waterbury, as needed.
- Facilitate communication between local representatives and CTDOT study team.
- Monitor progress in completing the project.

#### Task 4.10: Regional Coordination and Consultation

- Coordinate multi-state and mega-regional planning by participating in and attending bi-annual meetings of the Metropolitan Area Planning (MAP) Forum to ensure that metropolitan transportation planning products and documents of each respective MPO consider and take into account the impacts of the plans and programs developed by the other MPOs.
- Coordinate with partners in the Map Forum on planning priorities across the Mega-region, including collaboration with NYMTC on their current Freight Plan update and micro-mobility project.
- Participate on MAP Forum working groups: Freight Working Group and Resiliency Working Group.
- Coordinate and consult with Connecticut Metropolitan Planning Organizations on various projects, plans and programs – CRCOG, WestCOG, MetroCOG, SCRCOG, and NHCOG.
- Participate in monthly meetings of the CTCOGs MPO/transportation directors.

#### Task 4.11: Technical Capacity Building

- Increase the technical capacity of the NVCOG through staff attendance and participation at workshops, seminars, webinars and conferences sponsored and held by the CTDOT, FHWA Resource Center, and National Highway Institute (NHI).
- Procure technical resources, as necessary.
- Technical training, as needed.

#### Task 4.12: Transportation Program Technical Assistance

- Provide technical assistance and monitor federal aid transportation programs including but not limited to STBG; CMAQ and the TA Set-aside.



- Coordinate with NVCOG municipalities and CTDOT for on the selection of regional corridors for the STBG funded CTDOT Corridor Study Program.
- Provide technical assistance to member towns, as needed.
- Research Title 23 of the Code of Federal Regulations and prepare a guide of regulations and requirements related to Metropolitan Planning.

#### Task 4.13: Technical Assistance to Regional Planning Commission

- Provide assistance to the NVCOG RPC in reviewing the transportation and traffic impacts of proposed land use actions and assess the conformity of zoning, subdivision, and planning proposals with regional and state plans.
- Provide assistance to the NVCOG RPC in preparing the regional plan of conservation and development and ensure consistency with the long range Metropolitan Transportation Plan.
- Provide assistance to the member municipalities in preparing the local plans of conservation and development and ensuring consistency with the long range MTP.

#### Task 4.14: Infrastructure Investment and Jobs Act (IIJA)

Assist with IIJA discretionary funding application development and submittal. Work includes:

- Reviewing Notices of Funding Availability
- Participating in webinars
- Notifying member communities regarding availability of program funds
- Coordinating project concept development, including data collection, assessment of project eligibility and analysis
- Developing project applications
- Coordinating project applications with CTDOT

#### Task 4.15: US Route 6 Woodbury Corridor Study

The NVCOG, in collaboration with the CTDOT and the Town of Woodbury will engage a multidisciplinary team to conduct a corridor study along US Route 6 between Watertown and Southbury. The intent of the study is to plan for future development while addressing safety and traffic flow concerns, and provide for improved pedestrian, bicycle, and transit-user accessibility. Work includes development of a scope of work, community engagement, development of a project webpage and study administration. and provide for improved pedestrian, bicycle, and transit-user accessibility.

#### Deliverables:

- Amendments to the FFY 2021-2024 Transportation Improvement Program

- Monthly CNVMPO meetings
- Bi-monthly TTAC meetings
- Bi-annual MAP Forum meetings
- NRG Steering Committee
- GWTD Board of Directors
- Professional training – webinars, seminars and conferences
- Bi-monthly RPC meetings
- **IJA Discretionary Grant Applications**
- **Woodbury – US Route 6 Corridor Improvement Plan**

## Task 4 – Budget

Task 4: Other Technical Assistance and Program Implementation					
Budget	FY 2022	FY 2023	Total	FY 2018/19 Carryover	FY 2023 IJA
Direct Labor	\$91,145	\$91,145	\$182,290	\$37,287	\$41,500
BFO @1.19	\$108,463	\$108,463	\$216,926	\$44,372	\$49,385
Other Direct [1]	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$199,608</b>	<b>\$199,608</b>	<b>\$399,216</b>	<b>\$81,659</b>	<b>\$90,885</b>

Staff Allocation Budgets				
FY 2022	Direct Labor	Indirect	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$39,192	\$46,639	\$85,831	653.2
Assistant Planning Dir.	\$22,786	\$27,116	\$49,902	465.0
Regional Trans. Engineer	\$9,115	\$10,846	\$19,961	182.3
Senior Planners [1]	\$9,115	\$10,846	\$19,961	253.2
Planners [2]	\$9,115	\$10,846	\$19,961	339.5

Planning Assistant	\$0	\$0	\$0	0.0
Administration & Financial Management [3]	\$1,823	\$2,169	\$3,992	52.1
Total	\$91,145	\$108,463	\$199,608	1,945.2

FY 2023	Direct Labor	Indirect	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$39,192	\$46,639	\$85,831	653.2
Assistant Planning Dir.	\$22,786	\$27,116	\$49,902	465.0
Regional Trans. Engineer	\$9,115	\$10,846	\$19,961	182.3
Senior Planners [1]	\$9,115	\$10,846	\$19,961	253.2
Planners [2]	\$9,115	\$10,846	\$19,961	339.5
Planning Assistant	\$0	\$0	\$0	0.0
Administration & Financial Management [3]	\$1,823	\$2,169	\$3,992	52.1
Total	\$91,145	\$108,463	\$199,608	1,945.2

FY 2018/19 Carryover	Direct Labor	Indirect	Total	Hours
Executive Director	\$0	\$0	\$0	0.0
Director of Planning	\$16,033	\$19,080	\$35,113	267.2
Assistant Planning Dir.	\$9,322	\$11,093	\$20,415	190.2
Regional Trans. Engineer	\$3,729	\$4,437	\$8,166	74.6
Senior Planners [1]	\$3,729	\$4,437	\$8,166	103.6
Planners [2]	\$3,729	\$4,437	\$8,166	138.9
Planning Assistant	\$0	\$0	\$0	0.0

Administration & Financial Management [3]	\$746	\$887	\$1,633	21.3
<b>Total</b>	<b>\$37,287</b>	<b>\$44,372</b>	<b>\$81,659</b>	<b>795.8</b>

[1] Includes Senior Transportation Planner, Senior Regional Planner, Senior Regional Planner - Environmental, GIS Program Coordinator, Communications/Public Engagement Manager and Regional/Municipal Services Director

[2] Includes Regional Planners, Transportation Planners I & II, Project Coordinator, GIS Analyst, Communications/DEI Associate and Municipal Shared Planner

[3] Includes Administrative Assistant and Finance Manager

<b>FY 2023 IIJA</b>	Direct Labor	Indirect	Total	Hours
Assistant Director	\$18,000	\$21,420	\$39,420	300.0
Senior Planners [1]	\$23,500	\$27,965	\$51,465	600.0
Planners [2]	\$0	\$0	\$0	0.0
<b>Total</b>	<b>\$41,500</b>	<b>\$49,385</b>	<b>\$90,885</b>	<b>900.0</b>

<b>Financial Responsibility</b>				
Funding Sources	FY 2022	FY 2023	FY 2018/19 Carryover	<b>FY 2023 IIJA</b>
Federal (at 80%)	\$159,686	\$159,686	\$65,327	<b>\$72,708</b>
State (at 10%)	\$19,961	\$19,961	\$8,166	<b>\$0</b>
Local (at 10%)	\$19,961	\$19,961	\$8,166	<b>\$18,177</b>
<b>Total</b>	<b>\$199,608</b>	<b>\$199,608</b>	<b>\$81,659</b>	<b>\$90,659</b>

## Task 4 – Schedule

### Task Schedule: Technical Assistance and Program Implementation

Task 4	Federal Fiscal Year 2020				Federal Fiscal Year 2021			
	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June	Q1 June- Sept	Q2 Oct-Dec	Q3 Jan- March	Q4 April- June
TIP/STIP								
MPO	▲	▲	▲	▲	▲	▲	▲	▲
TTAC	▲		▲		▲		▲	
NRG Trail Program	▲		▲		▲		▲	
BUILD Grant	<i>As needed...</i>							
GWTD								
West Main Street Corridor Study			▲					
Route 229 Corridor Study			▲					
US Route 6 Corridor Study								▲
I-84/Route 8 Interchange	<i>As needed...</i>							
Regional Coordination	<i>As needed...</i>							
IIJA Tasks					▲	▲		
Technical Capacity Building	<i>As needed...</i>							
Tech. Assistance Program	<i>As needed...</i>							
Tech. Assistance – RPC	▲		▲		▲		▲	

## IV. JOB CLASSIFICATIONS BY TITLE AND MAXIMUM HOURLY RATES

### Affirmative Action

The NVCOG maintains an approved affirmative action plan that complies with the CTDOT Office of Contract Compliance. As such NVCOG is included on the CTDOT Affirmative Action Approval List. The updated and approved affirmative action plan is included un this document as Appendix 1.

### Executive Director

Directs the operations of the Naugatuck Valley Council of Governments (NVCOG) and supervises the transportation and regional planning staff. The Executive Director formulates policies, manages daily operations of the NVCOG and plans and coordinates use of resources for sustainability. The Executive Director serves as the Co-Secretary of the Greater Bridgeport and Valley MPO and Director of the Central Naugatuck Valley Region MPO, assists in formulating policy board actions and implementing recommendations, and facilitates the on-going interaction and relationships between the NVCOG and state, federal, non-profit and private sector partners. The Executive Director works with the New York-Connecticut Sustainable Communities Initiative Consortium in developing a regional plan for sustainability and with the Regional Plan Associations, CCM, and others to encourage more TODs in the state and region. Coordinates mega-regional planning efforts as a member of the Metropolitan Area Planning Forum with directors of the New York Metropolitan Transportation Council (NYMTC) and Northern New Jersey Transportation Planning Authority (NJTPA).

### Assistant Director

Serves as the assistant/deputy to the Executive Director and oversees the NVCOG's regional and metropolitan transportation planning programs. Works with the Executive Director in providing analysis and recommendations regarding key planning issues and on special projects and programs awarded to the NVCOG, including any discretionary grants received under the *Infrastructure Investment and Jobs Act (IIJA)*. Responsibilities involve research and analysis of possible funding availability and solicitation of proposals from member cities and towns. Works in preparing and disseminating analyses of state and federal policies and program requirements, arranges and organizes program and policy level meetings, and manages and administers special projects being undertaken by the NVCOG. Coordinates mega-regional planning efforts and serves as the NVCOG's member of the Metropolitan Area Planning Forum with directors of the New York Metropolitan Transportation Council (NYMTC), Northern New Jersey Transportation Planning Authority (NJTPA) and Lehigh Valley Regional Planning Commission.

## Director of Planning

Responsible for the implementation of the NVCOG's regional, environmental and transportation planning, and support of its mission as the Metropolitan Planning Organization for the Greater Bridgeport and Valley portions of the Bridgeport-Stamford urbanized area and the Central Naugatuck Valley Region of the Waterbury urbanized area. The Director of Planning is responsible for coordinating and collaborating with other regional organizations and MPOs in Connecticut and state and federal agencies, including the Connecticut Department of Transportation, Department of Energy and Environmental Protection, Office of Policy and Management and Department of Emergency Services and Public Protection. The Director of Planning coordinates with the FHWA and FTA on highway and transit capital programs and planning and leads the region's Transit-Oriented Development efforts.

## Transportation Planning Director (New – replaced Assistant Planning Director)

Assists the Director of Planning in the implementation of the NVCOG's regional transportation planning program as described and stipulated in the Unified Planning Work Program, and supports of the NVCOG's mission as the Metropolitan Planning Organization for the Greater Bridgeport and Valley portions of the Bridgeport-Stamford urbanized area and the Central Naugatuck Valley Region of the Waterbury urbanized area. The Transportation Planning Director is responsible for supervising the transportation planning staff and ensuring timely completion of plans and projects, and is also responsible for NVCOG's interactions with the Air Quality Conformity Interagency Consultation Committee and Connecticut Bicycle and Pedestrian Advisory Board. Works with the Assistant Director in providing analysis and recommendations regarding key planning issues and coordinating all planning policies in order to create complementary and not contradictory policies. Works with and assists the Director of Special Projects and Programs in coordinating mega-regional planning efforts as a member of the Metropolitan Area Planning Forum.

## Director of Regional Policy & Services (Revised – replaced Regional / Municipal Shared Services Director)

Works under the general supervision and direction of the Executive Director and provides Municipal Shared Service program development and management, research, analysis, and technical assistance work for the Naugatuck Valley region in the area of multi-jurisdictional delivery of grant writing, cooperative purchasing, local government services, budget and finance, contract management and training. Performs grant-writing as well as coordinates complex arrangements and communications between staff, municipalities and the state. Works with the Executive Director in drafting and presenting policy initiatives related to state and federal legislative actions and tracks proposed legislative actions through the bill creation process, drafting testimony regarding proposed act, as needed.

## Regional Transportation Engineer

Under general direction of Executive Director and Director of Planning, manages all technical aspects of roadway, street, highway, and interstate design, modeling, and improvement. Provides transportation and traffic engineering technical assistance to the municipalities of the Naugatuck Valley Council of Governments, assesses traffic and highway operations on key corridors and intersections, develops highway capital improvement project concepts, develops preliminary engineering and design activities for project scoping and development, conducts and manages traffic engineering corridor and intersection studies, and responsible for NVCOG's travel demand forecasting and traffic simulation modeling activities. Reviews and provides technical opinions on design plans submitted by member municipalities under the state-funded LOTCIP for NVCOG and assists in developing project scopes and preparing concept drawings. Responsible for project selection, scheduling, cost control and contract administration and consults with towns regarding LOTCIP, STP, TAP and CMAQ projects.

## Transportation Engineer

Under general direction of Executive Director, Director of Planning, and Regional Transportation Engineer, provides transportation and traffic engineering technical assistance to the municipalities of the Naugatuck Valley Council of Governments, assesses traffic and highway operations on key corridors and intersections, develops highway capital improvement project concepts, develops preliminary engineering and design activities for project scoping and development, conducts and manages traffic engineering corridor and intersection studies, and works on the NVCOG's travel demand forecasting and traffic simulation modeling activities. Assists in administering the state-funded LOTCIP for NVCOG and developing project scopes and preparing concept drawings. Responsible for project selection, scheduling, cost control and contract administration, and consults with towns regarding LOTCIP, STP, TAP and CMAQ projects. Manages all technical aspects of roadway, street, highway, and interstate design, modeling, and improvement.

## Senior Transportation Planner

Supervises the regional transportation planning staff in the conduct of the regional transportation planning process and helps the Director of Planning in coordinating the development of the short-range Transportation Improvement Program (TIP), the Long Range Regional Transportation Plan, the Unified Planning Work Program and oversees the modifications to the TIP, either through the Administrative Action process or Amendments. The Senior Transportation Planner oversees transportation modelling activities of the NVCOG and is responsible for analyses using transportation analytics. Assists the Director of Planning and Assistant Transportation Planning Director in special projects, program coordination and the development and analysis of their respective policy impacts upon the agency. The Senior Transportation Planner establishes and conducts the meeting schedule, agendas and business of the Transportation Technical Advisory Committee (TTAC) and supervises special projects recommended and approved by the TTAC.



## Transportation Planner II

Assist the Assistant Transportation Planning Director and Senior Transportation Planner in the conduct of various transportation planning studies and tasks as outlined and contained in the Unified Planning Work Program. The Transportation Planner II works under the direction and supervision of the Senior Transportation Planner and Director of Planning, as appropriate and necessary.

## Transportation Planner I

Assist the Senior Transportation Planner and Supervising Transportation Planner in the conduct of various transportation planning studies and tasks as outlined and contained in the Unified Planning Work Program. The Transportation Planner I works under the direction and supervision of the Senior Transportation Planner and Director of Planning, as appropriate and necessary.

## Transportation Data Analyst

Assist the transportation planning staff to carry out a wide variety of planning and program tasks under the direction and supervision of the Director of Planning, Senior Transportation Planner or a designated staff member. Work tasks include the preparation of planning documents, data collection and analysis, and GIS support and maintenance. The position will also work on setting-up, operating and maintaining the transportation demand model and other forecasting models. The position also involves setting up and operating traffic simulation models, as needed.

## Transit Capital Coordinator

Under the general supervision of the Executive Director, provides project management and is responsible for all aspects of FTA capital grant management, including opening grants, managing and documenting procurements in accordance with FTA regulations and the NVCOG procurement manual, conducting all reporting as required by NVCOG and FTA and in accordance with the regulations and policies thereof, and administering grants in TEAM-WEB (FTA website) including quarterly reporting in capital grants. The Transit Capital Administrator performs large-scale planning and project management, including rolling stock and facility assessment and improvement.

## Senior Transit Planner

Supervises the transit planning staff and oversees the development, coordination and implementation of regional transit priorities and leads the NVCOG's long-range and short-term transit planning efforts in order to enhance the transit systems in the Naugatuck Valley planning region to better link land use, housing, employment and new bus rapid transit and rail opportunities. The Senior Transit Planner works with the Director of Planning and Senior Transportation Planner in working with the GBVMPO, CNV MPO, CCMPO, CTDOT, CT Transit, VTD and the municipalities to identify funding sources and strategies to implement plan

recommendations and coordinates planning efforts with the VTD, GBT and CT Transit related to special transportation needs, including jobs access, elderly and handicapped transportation grant programs (LOCHSTP and Municipal Grant Program).

### Transit Planner

Assists the Senior Transit Planner with the development, coordination and implementation of regional transit priorities and works on the NVCOG's long-range and short-term transit planning efforts in order to enhance the transit systems in the Naugatuck Valley planning region to better link land use, housing, employment and new bus rapid transit and rail opportunities. The Transit Planner works with the transportation planning staff in working with the GBVMPO, CNV MPO, CCMPO, CTDOT, CT Transit, VTD and the municipalities to identify funding sources and strategies to implement plan recommendations and coordinates planning efforts with the VTD, GBT and CT Transit related to special transportation needs, including jobs access, elderly and handicapped transportation grant programs (LOCHSTP and Municipal Grant Program).

### Senior Regional Planner

Works under the general supervision of the Director of Planning and the Senior Transportation Planner, determines the methods for conducting technical studies, and prepares technical studies and writes reports. Serves as project manager on selected plans and studies; coordinates and oversees development of the UPWP and tasks assigned to staff. Provides technical assistance on transportation matters to municipalities.

May supervise others assigned to assist in work for which responsibility has been delegated.

### Senior Regional Planner – Environmental

Under general supervision of the Director of Planning, provides expertise in environmental planning, research, and policy analysis for the NVCOG, including oversight of the Regional Brownfield Partnership, redevelopment of contaminated parcels, and planning related to transportation oriented development, active transportation, including multi-use trails, smart growth, in fill development, community outreach, green remediation and infrastructure, regulatory liaison outreach, project development and funding.

### Supervising Planner – Environmental (Added)

Under general supervision of the Director of Planning, provides expertise in environmental planning, research, and policy analysis for the NVCOG, including oversight of the Regional Brownfield Partnership, redevelopment of contaminated parcels, and planning related to transportation oriented development, active transportation, including multi-use trails, smart growth, in fill development, community outreach, green remediation and infrastructure, regulatory liaison outreach, project development and funding.

### Brownfields Program Manager (Added)

Under general supervision of the Supervising Planner – Environment or the Senoir Regional Planner – Environmental, provides expertise in environmental planning related to redevelopment of contaminated parcels and other Brownfield issues and oversight of the Regional Brownfield Partnership. The Brownfields Program Manager is also responsible for contractor procurement, oversight and management of contracted Licensed Environmental Professionals (LEP), management of Municipal Assessment Sites, preparation of Requests for Qualifications (RFQ) and Requests for Proposals (RFP), review of project proposals and bids, and review and process invoicing for environmental contractors.

### Environmental Planner II (Revised)

Under general supervision of the Supervising Planner – Environment or the Senoir Regional Planner – Environmental, provides expertise in environmental planning, research, and policy analysis for the full-range of NVCOG environmental planning activities, including water quality and protection, MS4, sustainability, smart growth, in fill development, community outreach, green remediation and infrastructure, regulatory liaison outreach, project development and funding.

### Environmental Planner I (Added)

Under general supervision of the Supervising Planner – Environment or the Senoir Regional Planner – Environmental, assists the NVCOG’s Environmental Planning Team in the wide range environmental planning activities, research, and policy.

### Regional Planner

Works directly under the Director of Planning and Senior Regional Planner and is primarily responsible for implementing all aspects of the regional land use planning program and coordinates the linkages with the transportation planning activities and provides analysis and recommendations regarding key planning issues. The Regional Planner also supports a wide range of regional environmental activities and planning studies, such as natural hazard mitigation, Brownfields reclamation, trails and greenways development, conservation and watershed management, sustainability planning, and climate resiliency planning. Provides support planning for assessing environmental mitigation efforts related to the long range transportation plan, transportation improvement program, and projects, including air quality conformity; and assesses the environmental impacts of STP funded projects. The Regional Planner also works with the operation and implementation of the region’s Brownfields Partnership, organizing project bids, scheduling meetings and conferences, drafting articles, reports, and correspondence, and creating presentations, and is the Staff Director of the Regional Planning Commission and primary regional contact with all municipal planning departments. The Regional Planner conducts research in support of and drafts updates to

municipal and regional plans of conservation and development and coordinates with the state Office of Policy & Management (OPM).

### Community Engagement Manager (Revised Title)

Under the general supervision of the Executive Director and Director of Planning, the Communications and Community Engagement Manager is responsible for managing the full-range of NVCOG's communication activities. The goals and objectives of this position are to provide meaningful engagement and increase the participation of underserved and Environmental Justice communities, ensure the NVCOG's projects, plans and programs are in compliance with Title VI and any other federal public involvement requirements, and provide oversight of NVCOG's communications and outreach activities. This person will have oversight of NVCOG's communications and outreach activities and develop a comprehensive community engagement/outreach plan and a Diversity, Equity and Inclusion (DEI) strategy.

The Manager will also serve as the NVCOG's Disadvantaged Business Enterprise Liaison Officer (DBELO) and is responsible for reviewing third party contracts and purchase requisitions for compliance with this program and working with transportation planning staff on program requirements. Manages large and/or broad in scope projects for DBE compliance, establishes annual DBE goals, compiles statistical data, completes and submits required reports and participates in annual site reviews.

### Communications Associate (Revised Title)

Works with the Communications and Public Engagement Manager to create and implement an effective, integrated communication plan that increases the engagement of stakeholders, and raises the general awareness of NVCOG and the region and supports the Manager in working with senior staff to identify needs and create, execute and oversee marketing and communications plans. The Associate also supports efforts to develop the annual strategic social media plan spanning all digital media platforms.

### GIS Program Coordinator

Creates and maintains GIS databases and maps related to NVCOG's planning work and programs; assists planning staff in their work as it relates to GIS and data gathering and analysis; prepares maps and other graphics for NVCOG documents and presentations; provides GIS technical assistance to member municipalities, prepares data documentation (metadata) for GIS files. The GIS Program Coordinator works under the general supervision of the Executive Director and the Director of Planning and supervises other GIS staff.

### GIS Analyst

Creates and maintains GIS databases and maps related to NVCOG's planning work and programs; assists planning staff in their work as it relates to GIS and data gathering and analysis; prepares maps and other graphics for NVCOG documents and presentations; provides GIS technical

assistance to member municipalities, prepares data documentation (metadata) for GIS files; performs quantitative analysis of regional planning data; prepares reports on planning analyses and studies; makes oral presentations of study results.

### GIS Planning Assistant

Works under the direction of the GIS Program Coordinator. Duties include but are not limited to assisting in the creation and maintenance of databases for the NVCOG's geographic information systems.

### Finance Director

Works under the general supervision of the Executive Director and maintains general ledger, journals and all other fiscal records and reports, including all NVCOG checking and savings accounts, in accordance with federal and state accounting and auditing standards. The Financial Officer prepares project financial reports, requests contract reimbursements, prepares quarterly financial reports (FICA, FWT and unemployment), prepares monthly balance sheets, analysis of staff timesheets and financial reports, and makes out all checks including payroll. The Financial Officer processes invoices received from consulting firms under NVCOG contract.

### Financial Manager

Maintains general ledger, journals and all other fiscal records and reports in accordance with federal and state bookkeeping and auditing standards. Prepares project financial reports; contract reimbursements; quarterly FICA, FWT and unemployment reports; monthly balance sheets; monthly analysis of staff timesheets; makes out all checks including payroll. Maintains Council checking and savings accounts. Makes all deposits, withdrawals, and fund transfers. Orders office supplies. Maintains an inventory of office equipment and furniture. Uses personal computer for fiscal applications. Assists with general clerical functions as needed.

Works under the general supervision of the Finance Director. Supervises clerical staff and others as assigned.

### Administrative Assistant

Works under the general supervision and direction of the Executive Director and works in cooperation with the Finance Director and all transportation and regional planning staff. The Administrative Assistant assists planning staff in preparing and disseminating correspondences, notices and other documents, and, as directed, arranging meetings and maintaining the NVCOG calendar. The Administrative Assistant conducts technical work for the planning staff, as needed.

### Staff Accountant

Supports the Finance Department in carrying out general bookkeeping activities, project management, and procurement. Will work closely with Finance Director to coordinating with

project managers to ensure projects are on time and within budget. Assists in procurement and inventory management. Works under the general supervision of the Finance Director.

### Grants Writer (New)

Works under the general supervision of the Executive Director, Assistant Director or Director of Planning and is responsible for tracking and researching Notices of Funding Opportunities issued by the US Department of Transportation. This is an hourly, part-time durational position dependent on program demand and need. Tasks performed by this position include reading and reviewing NOFOs, understanding the selection criteria and requirements of the program, working with project manager in drafting project narratives, assessing equity implications, and assembling support letters.

### Planning Intern/Planning Assistant

Is a durational position that carries out specific planning and program tasks under the direction and supervision of the Director of Planning, Senior Transportation Planner or a designated staff member and assists the transportation and regional planning staff in the conduct of a wide variety of planning tasks, including the preparation of planning documents, data collection and analysis, and GIS support and maintenance.

## Maximum Hourly Rate

Maximum Hourly Rates by Job Title	
Job Title	Max Hourly Rate
Executive Director	\$75.00
Assistant Director	\$60.00
Director of Planning	\$60.00
Transportation Planning Director (New)	\$70.00
Director of Regional Policy & Services (New)	\$70.00
Regional Transportation Engineer	\$55.00
Transportation Engineer	\$35.00
Senior Transportation Planner	\$40.00
Transportation Planner II	\$35.00
Transportation Planner I	\$30.00
Transportation Data Analyst	\$30.00
Transit Capital Coordinator	\$45.00
Senior Transit Planner	\$40.00
Transit Planner	\$35.00
Senior Regional Planner	\$40.00
Senior Regional Planner-Environmental	\$40.00
Supervising Planner-Environment (New)	\$55.00

Brownfields Program Manager (New)	\$55.00
Environmental Planner II (New)	\$45.00
Environmental Planner I (New)	\$40.00
Regional Planner	\$35.00
Community Engagement Manager	\$40.00
Communications Associate	\$35.00
GIS Program Coordinator	\$45.00
GIS Analyst	\$35.00
GIS Planning Assistant	\$30.00
Municipal Shared Planner (Deleted)	Deleted
Financial Director	\$50.00
Financial Manager	\$40.00
Staff Accountant (New)	\$45.00
Administrative Assistant	\$35.00
Grants Writer (New)	\$80.00
Planning Assistant	\$25.00
Program Coordinator (Deleted)	Deleted



## APPENDIX 1: AFFIRMATIVE ACTION

### Affirmative Action Policy Statement

It is the policy and practice of the NVCOG to assure that no person will be discriminated against or denied the benefits of any activity, program or employment process receiving public funds, in or in part, in the areas of employment, recruitment, advertising, hiring, upgrading, promoting, transferring, demoting, layoffs, terminations, rehiring, employment and/or rates of pay and other compensations.

This firm is an Affirmative Action/Equal Opportunity Employer and is strongly committed to all policies which will afford equal opportunity to all qualified persons without regard to an individual's race, color, religious creed, age, sex, marital status, national origin or ancestry, sexual orientation, the request or requirement for genetic background information, present or past history of mental disorder, mental retardation, learning disability or physical disability, including by not limited to, blindness, conviction of a crime unless provisions of Connecticut Gen Statutes 46a-60(b), 45a-80(b), or 46a- 81(b) are controlling or there is a bona fide occupational qualification excluding individuals in any of the protected groups. Such action shall include: Employment, upgrading, promoting, demotion or termination; rates of pay or other forms of compensation; and selection of training, including apprenticeship, pre-apprenticeship and/or on-the-job training. This policy and practice applies to all persons, particularly those who are members of the protected classes identified as being African American, Hispanic, Asian, American Indian, Women and persons with disabilities.

This firm will implement, monitor, enforce and achieve full compliance with this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders, and the E.E.O. contract provisions listed below:

1. Civil Rights Act of 1964 as amended
2. Presidential Executive Order 11246 as amended by 11375
3. Title 23 U.S.C. 140
4. Title 49 C.F.R. Part 26
5. Governor's Executive Orders #3, #9, #11, and #17
6. Connecticut Code of Fair Practices (46a-70-81)
7. Connecticut Fair Employment Practices Act
8. American with Disabilities Act of 1990
9. Public Act No.91-58
10. Civil Rights Act of 1991
11. Specific Equal Employment Opportunity Responsibilities
12. Required Contract Provisions Federal Aid Construction Contracts
13. A(76) Affirmative Action Requirement
14. Training Special Provision
15. Minority Business Enterprises as Subcontractors

16. Standard Federal Equal Employment Opportunity Construction Contractor Specification
17. Nondiscrimination Act
18. Sexual Harassment 46a-60(a)-8
19. Connecticut Credit Discrimination Law 36-436 through 439
20. Title I of the State and Local Fiscal Assistance Act of 1972

In implementing this policy and ensuring that equal opportunity is being provided to protect class members, each time a hiring opportunity occurs the NVCOG will contact and request referrals from minority and female organizations, referral sources, and media sources. All advertising will emphasize that the NVCOG is an Affirmative Action/Equal Opportunity Employer.

In order to substantiate the NVCOG's efforts and affirmative actions to provide equal opportunity, the NVCOG will maintain and submit, as requested, documentation such as referral request correspondence, copies of advertisements utilized and follow-up documentation to substantiate that efforts were made in good faith. This firm will maintain internal EEO/affirmative action audit procedures and reporting, as well as record keeping systems.

It is understood by the NVCOG, including the Equal Employment Opportunity Officer and supervisory and managerial personnel that failure to effectively implement, monitor and enforce the NVCOG's affirmative action program and failure to adequately document the affirmative actions taken and efforts made to recruit and hire minority and female applicants, in accordance with our affirmative action program in each instance of hire, will result in the NVCOG being required to recommit itself to a modified and more stringent affirmative action program prior to receiving approval. It is recognized that an approved affirmative action program is a prerequisite for performing services for state and federal contracting agencies. Managers and supervisors are being advised of their responsibilities to ensure the success of the program. The ultimate responsibility for the Affirmative Action Program rests with the Executive Director. However, day- to-day duties will be coordinated the Equal Opportunity Officer for the NVCOG.

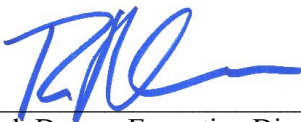


6-15-20

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Gabriel Filer, Civil Rights Officer

Date



6-15-20

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Rick Dunne, Executive Director

Date