



Adirondack/Glens Falls Transportation Council
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A/GFTC Planning Committee Minutes DRAFT

Wednesday, April 11, 2018

Crandall Public Library, Glens Falls

Attendees	Representing
Ed Bartholomew	EDC of Warren County
Sarah Bowman	CHA Companies
Amy Collins	City of Glens Falls Tourism Department
Lorenzo DiStefano	NYSDOT Region 1
Ed Doughney	Warren County DPW
Jeff Flagg	Visitor, City of Glens Falls
Harry Gutheil	Mayor, Village of South Glens Falls
Maiken Holmes	Warren County DPW
Brian Kirch	NYSDOT Region 1
Wayne LaMothe	Warren County Planning Department
Pamela Landi	Washington County Planning Department
Gautam Mani	Federal Highway Administration
Laura Oswald	Washington County EDC
Jeff Pangburn	Creighton Manning Engineering
Dan Rourke	Barton & Loguidice
Owen Shevlin	NYSDOT Region 1
Scott Sopczyk	Greater Glens Falls Transit
Mike Valentine	Saratoga County Planning
Timothy Zinn	Washington County DPW
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Staff	
Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

- 1. Welcome and Introductions - Aaron called the meeting to order at 10:04.**
- 2. Visitors Issues** – Aaron acknowledged Amy Collins, who in turn introduced Dr. Jeff Flagg, and noted some of the efficiency and sustainability issues that were under consideration at the City of Glens Falls.
- 3. Administrative Items**
 - A. Committee Update** - Aaron reported that Tracy Conlon decided against running for an additional term as Village trustee, so this committee currently lacks representation from the Village of Fort Edward as of April 1. A new appointee has been requested from Mayor Traver.
 - B. NYSAMPO issues** - Aaron reported that the New York State Association of Metropolitan Planning Organizations (NYSAMPO) will be meeting this Friday in Colonie; on the agenda are performance based planning agreements, draft formula revisions for the distribution of FHWA PL funds to the 14 MPOs as requested of NYSDOT, and discussion of an air quality conformity court decision that may impact documentation nationally. Gautam Mani added that more would be known on this issue as of April 22, 2018.

C. Performance Based Planning

- 1) Agreements – Aaron reported that a cooperative agreement between the MPO, NYSDOT, and the public transportation provider was required to document the process of developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, and other related considerations. NYSAMPO. This agreement has been drafted by NYSAMPO's staff consultant, working closely with NYSDOT, and will be presented to FHWA as a document that has concurrence from NYSAMPO and NYSDOT.
 - 2) Target achievement language / core document amendments – Aaron reported that as of May 27, 2018, MPO documents are required to include narratives on how programming priorities support achievement of the safety performance targets (these were already approved by this committee). These will be incorporated into the LRP revision later in the year, but related language will need to be included in the TIP before any amendments after 5/27 will be approved by FHWA or FTA. This language is also being drafted by our NYSAMPO staff consultants and will be circulated once it is completed.
- D. Purchases – Aaron reported that per the requirements of the Procurement Manual, the following quote from MS2 for traffic count mapping and processing software is presented. We are very limited currently in our ability to process and report on our traffic count data, working only from pdfs. Single year license is \$5,000, \$1,000 support, and \$3,768 in data migration (estimated), for a total of 9,768. Jack and Aaron have searched for competing products, to no avail (others don't map or are proprietary to certain hardware). Committee concurrence is sought to advance this as sole source procurement.

A motion was made to continue the acquisition process as a sole-source procurement.

Moved by: Wayne LaMothe Seconded by: Scott Sopczyk Motion carried.

Scott emphasized the need to document the justification for the sole-source procurement. Ed Bartholomew stated that pricing relief through shared purchasing arrangements with other MPOs should be explored.

Continuing, Aaron noted that staff was looking to acquire Adobe Creative Cloud through state contract pricing. This is necessary due to our larger role in creating final reports for planning studies; in-house software has proved to be unwieldy. Having mechanism to establish credit-based purchasing has proven to be a hindrance. The A/GFTC data server needs to be replaced; will be soliciting price quotes for that soon.

4. **GGFT Update** – Scott Sopczyk reported the following: delivery of 6 small buses, in-kind replacement for existing fleet components, is expected in August; GGFT is pursuing pavement resurfacing improvements at its Queensbury facility, with an RFQ based upon design work resulting from engineering work from Creighton Manning Engineering pending; GGFT is looking to add automated vehicle location technology for internal use (customer-based systems are resource intensive, but similar features are being explored with less expensive technology); Transportation Discussion Group meetings continue, with an eye of promoting available information and existing services, including iPool (targeted towards SUNY Adirondack and employers), 211 and 511 NY; a NYSERDA conference in May in Rochester will be focused on rural mobility. Ed Bartholomew noted that GGFT purchases are reviewed by the Glens Falls Common Council.

5. UPWP

- A. Hudson Pointe - Halfway Brook Trail – Jack reported on progress advancing the draft report, complicated somewhat by office software (see previous) and a change in project management at our consulting firm (Alta Planning + Design). A presentation to Queensbury Town Board was targeted for April but that will likely have to be delayed.
- B. Warren County Bikeway Extension - Aaron reported that the next steering committee is scheduled for April 16; Alta Planning + Design has identified some routing alternatives through the village that will be discussed; alternative conceptual treatments for Route 9 between Warrensburg and LG are under development. We continue to reach out to Warrensburg to generate some interest / participation (Note – meeting was held on 4/16). Dan Barusch is working to establish a joint workshop with the Lake George Town and Village boards in May to review the findings.
- C. Coordinated Human Services Transportation Plan – Jack reported on the update, based largely upon work to date in previous CHSTPs, the HUD sustainability study administered by the Adirondack Gateway Council, A/GFTC’s Rural Mobility Needs Assessment, and the ongoing work of the Transportation Discussion Group.

A motion to approve the draft CHSTP for release for public comment and Policy Committee consideration.

Moved by: Wayne LaMothe

Seconded by: Mike Valentine Motion carried.

- D. Long Range Plan - Jack reported that the number of public survey results had dropped off recently, prompting to staff to close the survey. 192 responses were received, and the online-focused collection method appears to have netted better results. A summary document was distributed, generated directly from SurveyMonkey. Some discrepancies in the count totals and question numbering were noted. Scott Sopczyk and Laura Oswald noted that some additional cross tabulation of demographics with responses would be useful. Aaron reiterated the document schedule; a public workshop will be held in conjunction with the August Planning Committee meeting, and an October adoption by the Policy Committee is anticipated.
- E. Traffic Counts – Jack reported that count location data has been supplied and the contractor (The Traffic Group, Inc.) is ready to begin data collection.
- F. 2017 Pavement Scoring – Aaron reported that CME has completed the annual assessment of pavement scores for the local federal aid eligible system. Average scores continue to slowly improve; total mileage scoring 7-10 is 91.6% (up from 90.4%) and the average score is 8.06 (previous was 8.00)
- G. Other activities – (Aaron) -
 - Based upon continued discussion with parties in North Creek, we have agreed to put the Ski Bowl pedestrian access planning project on hold – it appears to be too complex for the initial scope, and too many unresolved issues on the local end. We can reconsider this after the LRP is complete.
 - A pedestrian improvement planning project for the Dollar General vicinity in Argyle as requested by Supervisor Henke appears to be a project that would fit within our engineering assistance program
 - Greenman Pedersen, Inc has provided a draft agreement for a scope of services to update the Bridge Preservation strategies for the Counties in the region. There has been a significant change in the rating system since the last analysis was done, meaning that this is no longer a data re-entry and summary exercise but rather a database reconstruction as well. Cost isn’t necessarily the determining factor here, but I am looking to determine from the counties as to whether this is a useful product before entering

negotiations. Warren and Washington Counties affirmed that the product is valuable.

6. TIP

- A. Project updates from local sponsors (developments on active projects since last meeting) - (Warren County) - Ed Doughney provided status updates for the Palisades Road Bridge, County Bridge Painting and Asbestos Removal, and Middleton Bridge projects. (Washington County) - Tim Zinn reported on the status of the CR 113 and CR 10 bridge replacement projects, as well as the CR 40 / 75 pavement preservation project. (City of Glens Falls) - Ed Bartholomew updated the committee on the progress of the Sanford Street pavement preservation project.
- B. NYSDOT report – Brian Kirch reported that all projects on the A/GFTC commitment list, local and State, are on schedule.
- C. TIP Amendments – Owen Shevlin communicated NYSDOT’s new project request rail crossing signalization upgrades at Baldwin Corners Road / CP Rail. The funding source is HSIP Rail, a non-competitive fund – programming this project will have no impact on planning targets for other sources.

A motion to approve the TIP amendment request for release for public comment and Policy Committee consideration.

Moved by: Laura Oswald Seconded by: Ed Doughney Motion carried.

- D. MPO Program Solicitations for FFY 2018-19 – Aaron reported on the programmed levels for the following fund sources, with ensuing discussion on how to conduct solicitations for each:
 - 1) Bridge Preservation - \$2.069M for design and construction; suggestion was made by Ed Doughney to conduct a broader solicitation to include all types of bridge work, with preservation still an eligible activity.
 - 2) Pavement Preservation – \$2.1M for design and construction; staff suggestion is to expand eligibility to include localized operational improvements as well as pavement preservation.
 - 3) Bicycle and Pedestrian Project – \$1.185 for construction; committee concurred with staff suggestion to acknowledge prior requests and include ADA improvements as well.
 - 4) Highway Safety Improvement Program – \$1.395 - Only one project has been funded with safety money since CR 42, and that (CR12) had a safety assessment to back it up. Project maximum will not be identified; discussion will continue with R1 on how to best implement this program.
- E. Bridge NY – the Counties reported that application work continued.
- F. Pedestrian Safety Action Plan – Jack reported that no A/GFTC project applications were received; project parameters precluded local sponsorship here. A/GFTC
- G. will participate in the regional review process with CDTC and NYSDOT R1 staff.

7. Other Items of Interest – none.

8. Next Meeting and Adjourn – next meeting is June 13 , location TBD. Note that August meeting is re-scheduled for the 8th rather than the 15th.

A motion to adjourn the meeting was made at 11:58.

Moved by: Wayne LaMothe Seconded by: Laura Oswald Meeting adjourned.