

Adirondack/Glens Falls Transportation Council 11 South Street, Suite 203 Glens Falls, NY 12801

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www.agftc.org

A/GFTC Planning Committee Minutes Wednesday, December 12, 2018 Crandall Public Library, Glens Falls

Attenuees (voting incliners of proxy in polar - Nepreseiti	Attendees	(voting members or proxy in bol	d) Representing
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Stu Baker **Town of Queensbury** Warren County Planning Department Chris Belden CHA Sarah Bowman Warren County Board of Supervisors Claudia Braymer **Ron Conover** Warren County Board of Supervisors **Washington County DPW Deb Donohue Ed Doughney Warren County DPW** Village of Lake George **Doug Frost Beth Gilles** LC-LGRPB Steve Godlewski Creighton Manning Harry Gutheil, Jr. **Village of South Glens Falls Dana Hogan Town of Kingsbury** Maiken Holmes Warren County DPW **Warren County Planning Department** Wayne LaMothe Warren County DPW Emma Lamy Christina Minkler **JMT** Stephanie Long **NYSDOT Region 1** Fred Mastrojanni Greenman Pedersen Inc. **NYSDOT Region 1 Bob Rice Barton & Loguidice** Dan Rourke Laura Sanda McFarland Johnson Scott Sopczyk **Greater Glens Falls Transit** Town of Queensbury John Strough **Matt Traver** Village of Fort Edward Mike Valentine **Saratoga County Planning Board Greg Wichser NYSDOT Region 1**

Staff

Aaron Frankenfeld A/GFTC
Jack Mance A/GFTC

- **1. Welcome and Introductions** Aaron called the meeting to order at 10:02; participants introduced themselves.
- 2. Visitors Issues No visitors present.

3. Administrative Items

A. Updated Level of Travel Time Reliability Performance Targets - (Aaron) - A/GFTC had voted previously to support NYSDOT target performance measure that compares 80th percentile travel time to 50th percentile travel time to measure reliability. That target has since been revised by NYSDOT to correct a formula error;

NYSDOT is requesting documentation of MPO concurrence. Suggested language for approval "as shown or as amended by NYSDOT, in consultation with the MPOs".

A motion was made to adopt the revised performance target.

Moved by: Wayne LaMothe Seconded: Mike Valentine Motion Carried.

- B. Billings Aaron reported that since changes have been implemented at the LC-LGRPB, MPO expenses are being paid with a much greater reliability than ever before.
- C. UPWP Solicitation (Aaron) The planning project solicitation was distributed to A/GFTC participants and Town officials on 12/4; project requests are due January 4. UPWP funding is effectively flat, with surplus from annual carryover per usual. Direction from FHWA is to spend down that surplus; moderate success this year, surplus will be smaller next year greater emphasis on linking local planning activities to federal planning factors will require some additional document formatting. The draft UPWP with budgets and activities to be considered will be presented at the 1/9 meeting for release for 30 day public comment prior to 2/13 Policy Committee consideration.
 - 1) Staff salary schedule CY 2019 (Aaron) The Warren County Treasurer's Office is requesting additional documentation to accompany CY 2019 staff salary adjustments; those changes have been sent to voting members. The A/GFTC UPWP sets the annual personnel budget on a SFY basis, but salary changes are typically processed on a CY basis by LC-LGRPB staff as part of the annual budget process. The 2018 MOU between LC-LGRPB and A/GFTC clearly states that A/GFTC is responsible for setting A/GFTC staff compensation. The UPWP contains sufficient resources to accommodate these adjustments. Aaron explained that the Senior Transportation Planner position increase was proposed to partially bridge a compensation gap between A/GFTC and neighboring MPOs for similar positions. Mayor Gutheil requested additional information on that gap. Aaron noted that the pay for the position was not in alignment with that of CDTC or DCTC and outlined the comparative salary ranges.

A motion was made to approve the CY 2019 staff salary schedule.

Moved by: Bob Rice Seconded: Matt Traver Motion Carried.

- D. On-call planning and engineering assistance contracts (Aaron) The three contracts are set to expire in February; RFP is out per A/GFTC Procurement Policy requirements (sent to participating consultants, NYSCR, the Post-Star, NYSAMPO and Upstate APA). Proposals are due December 28; seven firms have expressed an interest so far.
- E. 2019 Meeting Schedule (Aaron) The draft meeting schedule was sent out to committee members last week. NYSDOT noted a conflict with January 9th; Warren County did the same with a possible reschedule date of 1/10. NYSDOT stated that they could make 1/9 work if needed. No other conflicts were noted.
- 4. GGFT Update Scott Sopczyk noted that the fleet replacement will be completed by 2019 and updated the committee on recent solar array and facility paving projects. Efforts continue to advance community-based human services transportation options. The Deputy Director position is still open. CDL drivers are in short supply. Ron Conover noted that other organizations are experiencing driver shortages, and that some outreach to training and educational institutions may be warranted.

5. UPWP

- A. Completed Projects (Aaron)
 - 1) Hudson Pointe Halfway Brook Trail This is completed and acknowledged as final; at last word, the Town of Queensbury is pursuing grant opportunities for partial implementation of related elements.
 - 2) Argyle pedestrian improvement study CHA evaluated several different crossing alignments and sidewalk improvements to connect Dollar General in the Town of Argyle to the Village's pedestrian network. CHA's recommended alternative is to construct new sidewalk along the east side of 197 from the Dollar General to Mill Street in the Village and connect to the existing sidewalks there estimated cost of \$355k. Other alternatives were identified with conceptual cost estimates included. Work has been completed to the Town's satisfaction and no public comments other than those entertained at the meeting have been received

A motion was made to accept the study as final.

Moved by: Stu Baker Seconded: Mike Valentine Motion Carried.

- 3) Broad Street redevelopment analysis CHA provided a quick turnaround on a traffic impact analysis assessment for the City of Glens Falls to consider as part of the Broad Street mixed use development proposal. Report stated that sufficient roadway capacity existed to accommodate the development and also included recommended access improvements.
- B. Ongoing Projects (Aaron)
 - Warren County Bikeway Extension The final report is under development; files are being transferred from Alta Planning + Design and conceptual cost estimates will be delivered within the week
 - Greenwich pedestrian mobility and parking optimization plan Chazen Companies selected to prepare the study; initial traffic pedestrian and parking counts are complete; waiting on feedback from the Village before we schedule the next meeting.
- C. New Projects (Aaron)
 - Ski Bowl Park access analysis we had been holding back on this for scope clarity, but we had a productive meeting with Supervisor Hogan and NYSDOT to better understand what is being asked (site access feasibility rather than site development planning). The RFP is under development, technical work to begin in spring 2019.
 - Fire Road / Webster Avenue signals analysis The City of Glens Falls has requested an evaluation of these intersections as related to pedestrian accommodations and efficiency – CME has been selected and initial analysis is underway.
 - 3) Bridge preservation analysis update Delays in developing scope and data acquisition, largely due to the change in inspection methodology, have compelled staff to push this out until the next work program. Consultant procurement can be initiated before then
- D. Traffic Count Management Software (staff demonstration) Jack presented a software demonstration of the traffic count management and reporting software developed for A/GFTC by MS2, including the graphing and search capabilities that were previously unavailable.
- E. Other activities none reported

6. TIP

A. Project updates from local sponsors (developments on active projects since last meeting) - (Warren County) Ed Doughney updated the committee on the status of the Palisades Road bridge replacement and the Sunnyside East / Sunnyside Road

pavement preservation projects. (Washington County) - Deb Donohue reported on the progress of the CR 10 and CR 113 bridge replacements and the CR 40/75 pavement preservation. (Saratoga County) Mike Valentine noted the requested change in schedule to the design phases for the CR 28 pavement preservation project.

- B. NYSDOT report Bob Rice updated the status of NYS 67 over the Batten Kill and reported several changes in Regional and Main Office personnel.
- C. 2020 2025 TIP Update
 - Summary of Project Applications Aaron briefly reviewed a handout summarizing TIP project applications received to date. At first glance, the aggregate sum of projects appears to be a manageable amount that could be included in the upcoming draft program.
 - 2) Next Steps Aaron reported that planning targets were expected to be issued by NYSDOT by the end of December. The draft program would be developed based upon available funds and presented to the Planning Committee in April in advance public comment and May 2019 Policy Committee approval.
- 7. Other Items of Interest none raised
- **8. Next Meeting and Adjourn -** The next meeting will be held January 9 (PM rather than the typical AM start time). A motion was made to adjourn the meeting at 11:17.