



Adirondack/Glens Falls Transportation Council
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A/GFTC Planning Committee Minutes
Wednesday, January 9, 2019
Crandall Public Library, Glens Falls

Attendees (voting members or proxy in bold)	Representing
Stu Baker	Town of Queensbury
Dan Barusch	Town of Lake George
Sarah Bowman	CHA
Audrey Burneson	NYSDOT
Bryan Cross	NYSDOT
Ron Conover	Warren County Board of Supervisors
Deb Donohue	Washington County DPW
Ed Doughney	Warren County DPW
Daniel Eckert	MJ ELS
Doug Frost	Village of Lake George
Beth Gilles	LC-LGRP
Steve Godlewski	Creighton Manning Engineering
Harry Gutheil, Jr.	Village of South Glens Falls
Kevin Hajos	Warren County DPW
Dana Hogan	Town of Kingsbury
Maiken Holmes	Warren County DPW
Wayne LaMothe	Warren County Planning Department
Fred Mastroianni	Greenman – Pedersen Inc.
Christina Minkler	JMT
Bob Rice	NYSDOT Region 1
Dan Rourke	Barton & Loguidice
Laura Sanda	McFarland Johnson
Scott Sopczyk	Greater Glens Falls Transit
John Strough	Town of Queensbury
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 10:00 AM. Participants introduced themselves to one another
- 2. Visitors Issues** – no visitors present.

3. Administration

- A. Corrections to Procurement Policy – (Aaron) Last year, FTA required that some MPOs adopt the procurement policies of their transit providers. A/GFTC complied and this was approved last year. Since that time, staff has encountered a couple of correctable issues in the document– specific references to FTA approval when it is not needed (FHWA-funded purchase) have been removed, the use of the LDSA for engineering projects has been added, and state contract purchasing has been reinforced.

A motion was made to approve the Procurement Policy revisions.

Moved by: Wayne LaMothe

Seconded by: Scott Sopczyk

Motion carried.

- B. UPWP modification – Bridge Preservation analysis (Aaron) – as previously discussed during the formulation of the UPWP, the bridge preservation analysis will utilize STP off-system bridge capital funds rather than typical FHWA PL. This was done in 2014 as well. NYSDOT MO has advised the following: changing the UPWP to include a “budget table” (project cost is \$48,597) as an appendix, obtaining committee concurrence, and notifying MO. Staff has pushed back on the notion that a formal amendment was needed (bi-committee process) , as the UPWP already says that this will be funded by another source, and amendments are needed whenever dollar amounts change. No dollar change to the PL and MPP programs are proposed.

A motion was made to approve the recommended UPWP modifications.

Moved by: Stu Baker

Seconded by: Bob Rice

Motion carried.

4. **GGFT Update** (Scott Sopczyk) – Ed Holub has been hired as the Deputy Director. Connecting service between GGFT’s Moreau / South Glens Falls route and Wilton (CDTA) is being explored. GGFT is working with the Town of Johnsbury to identify potential services extensions to North Creek. Site plan work is progressing on the LG trolley stop relocation, but acquisition of certain fixtures may be delayed until later in the summer. A TIP amendment was requested to add \$65,000 of FTA 5307 funds (already allocated) for GGFT to replace a maintenance and operations vehicle with a snow plow and related equipment.

A motion was made to approve GGFT’s TIP amendment request for public comment.

Moved by: Wayne LaMothe

Seconded by: Bob Rice

Motion carried.

Scott also noted that State funding may become available to implement fare collection equipment and technology upgrades, and that an informational TIP listing may be requested at that time. Ron Conover requested additional information on utilization of the bicycle racks on GGFT vehicles. Aaron replied that an on-board survey could be a way to collect that data.

5. UPWP

- A. LG – Warrensburg Bike / Ped Connector study -
- 1) Discussion (Jack) – A few committee members have expressed concern about the conceptual cost estimates that accompanied the report. Staff wishes to clarify that A/GFTC acceptance of a document as final or complete does not imply programming priority for included elements. Ensuing discussion affirmed the need to include cost estimated going forward. Beth Gilles suggested adding a clause at the beginning of the draft to address the distinction.

A motion was made to accept the report as final (with clause to be added).

Moved by: Dan Barusch

Seconded by: Kevin Hajos

Motion carried.

- B. Ongoing / Upcoming Projects – Updates since last meeting
- 1) Greenwich Parking and Pedestrian Mobility study (Aaron) – A steering committee meeting was held in January. Parking analysis findings were presented, draft streetscaping themes were discussed, and initial waterfront access concepts were shared. Planning is currently underway for a weekday evening public workshop to be held in a downtown Greenwich business, sometime during the first half of May.
 - 2) Glen Street / Fire Road / Webster Avenue signals (Aaron) – the project to analyze the feasibility to add pedestrian accommodations within the constraints of the existing traffic signals at Fire Rd and Webster Ave is progressing. A few data collection delays were experienced by a subcontractor, but CME is progressing the analysis and staff is expecting a draft within 1-2 weeks.
 - 3) Bridge Preservation analysis (Aaron) – The contract has been awarded to GPI as the result of a qualifications-based selection process circulated to LDSA participants.. A notice to proceed is pending following federal authorization. A 5/1 start date is built into the contract; that has already been signed by RPB and GPI.
 - 4) North Creek Ski Bowl Access (Jack) - Staff is working with the Town of Johnsbury to finalize the conceptual scope for consultant solicitation. Supervisor Andrea Hogan has concurrence from the Town Board. The focus will be on access improvements rather than internal site development design
 - 5) Town of Queensbury Bike / Ped Connections (Jack) – Following a recent meeting with Town of Queensbury staff and Supervisor Strough, the scope of the UPWP project will be changed to reflect new priorities. The focus of this effort will be to identify improvements to existing routes and develop associated cost estimates.
 - 6) Other activities (Jack) – Preliminary exploration of the bike share assistance request from the City of Glens Falls is underway. This is likely a vendor-based solution candidate, but staff is continuing research. A/GFTC and the Warren County Planning Department will be hosting a training session on ADA transition plans and data collection for other MPO staff. Supervisor Conover suggested a press release is warranted to bring attention to this effort.

6. TIP

- A. Updates from project sponsors
- 1) Warren County – Ed Doughney provided updates on the Middleton Bridge, Palisades Road Bridge, and Bay Road over Halfway Brook Bridge projects, and the Sunnyside Road and Sunnyside East pavement preservation projects. Discussions are ongoing with the County Treasurer’s office to address new requirements that could cause significant project implementation and deliverability delays.
 - 2) Washington County – Deb Donohue provided updates on the CR 113, CR 10 bridge projects and the CR 40/75 and CR 46 pavement preservation projects.
 - 3) Saratoga County – no update
 - 4) City of Glens Falls – no update
 - 5) NYSDOT - Greg Wichser reported on the Route 9N, Route 8, Route 28, and Route 22 paving projects. The Exit 17 reconfiguration design is progressing

as a bridge rehabilitation with changes to the existing ramps, preserving the predominant movement at the Exit as right-turns. The schedule for the Route 9L resurfacing project was discussed.

- B. Draft 2019 - 2024 Project Roster (Aaron) – The roster of proposed TIP projects was emailed to voting members yesterday; conceptual schedules have been reviewed by the County sponsors and NYSDOT. As stated in the email, some items are not shown (MTC and pavement preservation setaside, State setasides, refined splits of Off-System and Flex funds). Year of expenditure inflation factors have been included in cases where the project schedule departs from the original project applications.
 - C. Revised TIP update schedule (Aaron) – also as noted in the email, considerable work remains on the draft document before it is complete. NYSDOT has requested that fiscal constraint tables are included in the public comment document. An air quality conformity determination must accompany the TIP. The TIP narrative needs to include performance measurement impacts, and a more thorough explanation of preservation programming strategies to address a Policy Committee request. As a result, the draft is not done, but will be done by early May. A May meeting will be needed, with at least 30 days before June 12 to allow for public comment. The committee settled on May 8 at a venue to be determined.
7. **Other Items of Interest** – Ron Conover noted the ongoing development of Warren County’s Capital Improvement Project inventory.
8. **Schedule Next Meeting and Adjourn** – **May 8, 10:00**. The meeting was adjourned at 11:18.