



**A/GFTC**

**Adirondack/Glens Falls Transportation Council**

## **Unified Planning Work Program**

State Fiscal Year 2020 - 2021

**Resolution 20-01 of the Adirondack / Glens Falls Transportation Council to Adopt its 2020-2021 Unified Planning Work Program**

**Whereas**, the Adirondack/Glens Falls Transportation Council is designated by the Governor of New York State as the Metropolitan Planning Organization (MPO) for the Glens Falls Urbanized Area and the entirety of Warren and Washington Counties and the Town of Moreau in Saratoga County; and

**Whereas**, Title 23 CFR Part 450 and Title 49 CFR Part 613 require that a work program describing the expected transportation planning activities be developed and adopted each year by the Metropolitan Planning Organization; and

**Whereas**, the Planning Committee to the Council developed this 2020-2021 Unified Planning Work Program through the continuous, comprehensive and cooperative transportation planning process in coordination with state, regional and local officials; and

**Whereas**, this UPWP update contains a full programming of existing fund balances from previous years; and

**Whereas**, the Planning Committee recommends that the Council adopt the 2020-2021 UPWP; so

**Now Be It Therefore Resolved**, that the Adirondack/Glens Falls Transportation Council endorses the 2020-2021 UPWP; and

**Be It Further Resolved**, that the Adirondack/Glens Falls Transportation Council certifies that the requirements of 23 CFR Part 450 have been met; and

**Be It Further Resolved**, that the Adirondack/Glens Falls Transportation Council authorizes its Planning Committee to make necessary revisions to this work program throughout the program year; and

**Be It Further Resolved**, that the Adirondack/Glens Falls Transportation Council authorizes its Secretary to transmit this 2020-2021 UPWP to the New York State Department of Transportation for submission to the Federal Highway Administration to secure highway planning funds; and

**Be It Further Resolved**, that the Council also authorizes transmittal of this 2020-2021 UPWP to NYSDOT to be used for an application by DOT to the Federal Transit Administration to obtain transit planning funds on behalf of the Council; and

**Be It Further Resolved**, that the Council also authorizes submittal of the 2020-2021 UPWP to the statewide and areawide clearinghouses to fulfill any federal and state review requirements for the work to be done and the funds to be used.

CHAIRMAN'S CERTIFICATION

The 2020-2021 draft Unified Planning Work Program Update was approved by the A/GFTC Planning Committee on January 8, 2020 for public review and comment. Following the close of the public comment period on February 11, 2020, the UPWP was adopted by the Policy Committee on February 12, 2020.

\_\_\_\_\_  
Chairman  
A/GFTC Policy Committee

\_\_\_\_\_  
Date

draft

**Policy Committee**

Preston Allen	Chairman, Saratoga County Board of Supervisors
Sam Hall	Chairman, Washington County Board of Supervisors
Frank Thomas	Chairman, Warren County Board of Supervisors
Patrick Barnes, A/GFTC Secretary	Regional Director, NYSDOT Region 1
John E. Barton	Mayor, Village of Hudson Falls
Robert M. Blais	Mayor, Village of Lake George
Ronald Conover	Supervisor, Town of Bolton
Dennis Dickinson	Supervisor, Town of Lake George
Catherine Fedler	Supervisor, Town of Cambridge
Harry Gutheil, Jr.	Mayor, Village of South Glens Falls
Dan Hall	Mayor, City of Glens Falls
Sam Hall	Chairman, Washington County Board of Supervisors
Dana Hogan	Supervisor, Town of Kingsbury
Todd Kusnierz	Supervisor, Town of Moreau
Lester Losaw	Supervisor, Town of Fort Edward
Joseph Moloughney	Director, Albany Div. NYS Thruway Authority
David O'Brien	Chairman, LC-LG Regional Planning Board
John Strough	Supervisor, Town of Queensbury
Matthew Traver	Mayor, Village of Fort Edward

**Planning Committee**

Mike Valentine, Co-Chair	Saratoga County Planning Board
Stuart Baker	Senior Planner, Town of Queensbury
Dan Barusch	Director, Town of Lake George Planning and Zoning
Edward Bartholomew	Community and Econ. Dev. Director, City of Glens Falls
Brian Brockway	Superintendent of Highways, Town of Fort Edward
Deborah Donohue	Superintendent of Public Works, Washington County
Sasha Eisenstein	Trails Manager, NYS Canal Corporation
Michael Fiorillo	Superintendent of Public Works, Village of Hudson Falls
Elizabeth Gilles	Executive Director, LC/LG Regional Planning Board
Harry Gutheil, Jr.	Mayor, Village of South Glens Falls
Kevin Hajos	Superintendent, Warren County DPW
David Harrington	Superintendent of Public Works, Village of Lake George
Dana Hogan	Supervisor, Town of Kingsbury
Todd Kusnierz	Supervisor, Town of Moreau
Wayne LaMothe	Director, Warren County Planning Department
Laura Oswald	Director, Washington County Economic Development
Bob Rice	RPPM, NYSDOT Region 1
Scott Sopczyk	Director, Greater Glens Falls Transit
Matthew Traver	Mayor, Village of Fort Edward

**Advisory Members**

Michael Canavan	FHWA NY Division
Lisa Cataldo	NYSDOT, Statewide Planning Bureau
Maria Chau	FHWA NY Division
Richelle Gosman	Community Planner, FTA
Richard Lenseth	Passenger Transport Division, NYSDOT

**A/GFTC Staff**

Aaron Frankenfled	Director / Planning Committee Co-Chair
Jack Mance	Senior Transportation Planner

## **Overview of the Adirondack / Glens Falls Transportation Council**

The Adirondack / Glens Falls Transportation Council Policy Committee (A/GFTC) is the Metropolitan Planning Organization (MPO) designated by the Governor of the State of New York for Warren and Washington Counties and the Town of Moreau in Saratoga County. It has the responsibility of developing and maintaining both a Regional Long Range Transportation Plan and a Transportation Improvement Program for the area's federal aid eligible highway and public transit facilities.

The Council was established in 1982, after the population of the Glens Falls urbanized area exceeded 50,000 as determined by the 1980 Census. At that time, the geographic area for the Glens Falls Urban Area Transportation Council's transportation planning functions was limited to the Census-defined urbanized area. In 1993, the Council voted to expand its coverage to include the rural areas of Warren and Washington Counties and the entire town of Moreau in Saratoga County. The official name of the Council was later formally changed to the Adirondack / Glens Falls Transportation Council to reflect that expansion.

The Council consists of two principal working groups – the Policy Committee and the Planning Committee. The Policy Committee is responsible for reviewing and approving all planning undertaken by the Council and its staff. This committee's membership includes the Chairmen of the Boards of Supervisors of Saratoga, Warren and Washington Counties, the Mayor of the City of Glens Falls, the Mayors of the Villages of South Glens Falls, Fort Edward, Hudson Falls, and Lake George, the Supervisor of the Town of Moreau in Saratoga County, the Supervisors of the Town of Queensbury and the Town of Lake George in Warren County, the Supervisors of the Town of Fort Edward and Town of Kingsbury in Washington County, the Chairman of the Lake Champlain-Lake George Regional Planning Board, the Regional Director from Region One of the New York State Department of Transportation and the Albany Division Director of the New York State Thruway Authority. In addition, Warren and Washington Counties each appoint one Town Supervisor from outside of the Glens Falls Urban Area to act as rural representatives. The Federal Highway Administration, the Federal Transit Administration, and Greater Glens Falls Transit also provide representation to the A/GFTC Policy Committee, each in an Advisory Member capacity.

Policy Committee members also designate a representative from their municipality to serve on the A/GFTC Planning Committee. Planning Committee members assume an active role in the development of plans and programs that address current and emerging issues with the local and state surface transportation system and the operation of the area's transit service. Through the intergovernmental forum of A/GFTC and its Planning Committee, local and regional transportation issues are discussed and transportation plans and programs are developed.

### **2020– 2021 UPWP**

The 2020-2021 Unified Planning Work Program (UPWP) is the document that outlines the transportation planning and programming activities that are to be undertaken by Council staff for the State Fiscal Year (SFY) period between April 1, 2020 and March 31, 2021.

This comprehensive work program is developed to advance the coordination of transportation and transportation-related planning activities in the region. The necessary funds that allow the Council to pursue the tasks listed in the UPWP are provided by the Federal Highway Administration and the Federal Transit Administration.

The tasks detailed in this document will be conducted by staff working in the A/GFTC office in Glens Falls. Some additional technical assistance will be provided by staff at the NYSDOT Region One Office of Planning and Program Management in Albany and from Council members and their respective agencies. In addition, technical work is carried out under contract with private consulting firms as warranted.

This UPWP is formulated to provide comprehensive, coordinated and continuing transportation planning for the A/GFTC area. Infrastructure maintenance, safety concerns, capacity and congestion problems, transit development, non-motorized transportation, and operations planning will receive appropriate consideration. The development and implementation of federally-aided transportation plans, programs, and projects in the A/GFTC planning and programming area will be planned, approved, and carried out in consultation and cooperation with officials of federal, state, and local agencies as well as the general public. In-kind services will be provided by Greater Glens Falls Transit, NYSDOT and local agency staff as appropriate.

### **Carryover Funds**

Throughout its history, A/GFTC has accrued a positive fund balance of previously unspent FHWA PL and FTA MPP funds. While MPP grants are drawn down and closed out on a three-year cycle, small positive balances from year-to-year are typical. FHWA PL savings are carried over from one year to the next and programmed into the following year. The Council makes no effort to reserve or set aside FHWA PL or FTA MPP carryover funds; this UPWP, like its preceding versions, contains full programming of funds available from previous years with the intention of attempting to spend down those accrued savings. Carryover balances have been significantly reduced from the 2018 program. Organizational practice has been to program the UPWP with a volume of tasks that provide the Council with options and the opportunity to reassess priorities during the course of a given year. By assigning all previous savings from prior UPWPs towards the next work program, staff flexibility to entertain relevant work requests that are consistent with the included tasks and A/GFTC planning principles is maximized, as is A/GFTC's ability to withstand funding rescissions, unforeseen amendments, or staffing changes during the course of a program year. Incomplete work elements or tasks may be carried over into following years. Carryover tasks from previous program years are identified as such within this program.

### **Planning Factors and Emphasis Areas**

A/GFTC is committed towards working with its state and federal partners to ensure that its plans, programs and activities are compliant with the provisions of federal transportation law, *Fixing America's Surface Transportation Act (FAST Act)*, which continues the policy commitments established in the preceding federal law, *Moving Ahead for Progress in the 21st Century (MAP-21)*. Notably, the FAST Act requires that performance measurements and performance-based planning be incorporated into the MPO process. Specific performance

measures will be documented as part of the Long Range Plan and Transportation Improvement Program and implemented as applicable to advance attainment of the following national goals:

- **Safety**—To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure condition**—To maintain highway, bridge, and transit infrastructure assets in a state of good repair.
- **Congestion reduction**—To achieve a significant reduction in congestion on the NHS.
- **System reliability**—To improve the efficiency of the surface transportation system.
- **Freight movement and economic vitality**—To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental sustainability**—To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced project delivery delays**—To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

Similarly, [§450.306\(b\)](#) contains the following planning factors to be addressed through implementation of the metropolitan planning process:

- (1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2) Increase the safety of the transportation system for motorized and non-motorized users;
- (3) Increase the security of the transportation system for motorized and non-motorized users;
- (4) Increase accessibility and mobility of people and freight;
- (5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (7) Promote efficient system management and operation;
- (8) Emphasize the preservation of the existing transportation system;
- (9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- (10) Enhance travel and tourism.

A/GFTC planning and programming activities, including the tasks listed within this UPWP update, are consistent with the federal planning factors articulated by the annual UPWP Call Letter and listed above, with particular emphases on safety, efficiency, multimodal

connectivity, and the enhancement of travel and tourism. Planning factors addressed by specific UPWP tasks are listed in the narrative along with those tasks.

Other priorities articulated in the UPWP Call Letter include:

1. Planning Fund Allocations (see Appendix A) – all new available and estimated carryover funds have been programmed.
2. Project detail – project start and end dates and recurring, ongoing tasks are noted, as are carryover tasks from the initial 2019-20 program.
3. Local Match – A/GFTC documents the required non-federal match to both the FHWA PL and FTA MPP programs on a monthly basis.
4. FTA Compliance and Procurement –A/GFTC has adopted a procurement policy consistent with the FTA-approved policy of Greater Glens Falls Transit.
5. Drawdown of FTA grants - to the extent that is allowed by the task-based categorical assignment of funds, A/GFTC makes every effort to close out FTA grants in the order that those grants were opened. FTA Grant 28 was closed out during SFY 2019-20.
6. Timetable (final UPWP is scheduled for approval by 2/12/20).

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## A/GFTC Accomplishments: SFY 2019 – 2020

- Completed the 2019 – 2024 Transportation Improvement Program update.
- Completed Village of Greenwich Pedestrian Mobility and Parking Optimization analysis (consultant: The Chazen Companies).
- Completed a traffic impact analysis assessment for the City of Glens Falls Planning Board (consultant: CHA).
- Completed signal optimization and pedestrian accommodation analysis for Fire Rd / Webster Ave / Glen St (consultant: CME).
- Completed Phase 3 of 4 of a new regional traffic counting program. Phase 4 will commence in SFY 20-21 (consultant: The Traffic Group).
- Completed replacement of networking and data storage hardware.
- Completed technical assistance in support of the Town of Queensbury's application to NYSERDA for an adaptive signal controller technology (ASCT) feasibility analysis for Aviation/Quaker Road.
- Initiated North Creek / Ski Bowl access study (consultant: MJELS).
- Initiated bridge preservation and asset management plans update (consultant: GPI).
- Continued to collect, maintain and disseminate transportation related data.
- Provided technical assistance for a walking audit of pedestrian infrastructure in the City of Glens Falls.
- Developed a technical memo regarding the feasibility of bikesharing for the City of Glens Falls.
- Provided transportation-related planning assistance to member municipalities as needed or requested.
- Continued to participate in NYS Association of MPOs.



## Unified Planning Work Program 2020-2021

### Tasks

- |   |        |
|---|--------|
| 1. Program Support and Administration             | Pg. 10 |
| 2. General Development and Comprehensive Planning | Pg. 13 |
| 3. Long Range Transportation Plan Activities      | Pg. 19 |
| 4. Transportation Improvement Program Development | Pg. 23 |

Abbreviated Budget *(full budget to appear in final document)*

A/GFTC Planning Principles

FTA Status Report *(final document only)*

SPR Projects

Appendix A

Appendix B

Appendix C

Appendix D

## 1.0

## Program Support and Administration

The effective operation of the Metropolitan Planning Organization is accomplished through the coordination and communication of program goals and objectives among A/GFTC, NYSDOT staff, local officials, area residents, and other affected parties. The efforts and tasks described in this work program are facilitated through essential administrative functions such as reporting, accounting, meeting planning and related tasks.

The A/GFTC Transportation Planning Director reports to the LC-LGRP Executive Director regarding routine administrative matters as needed. As the host agency, the LC-LGRP provides first instance funding for all MPO expenses.

### Task 1.10

### General Administration

#### A/GFTC staff will:

- Carry out necessary administrative tasks as required, with assistance as needed from its Host Agency, the Lake Champlain - Lake George Regional Planning Board (LC-LGRP), to:
  - Satisfy administrative responsibilities associated with the operation of central staff and the accomplishment of the Unified Planning Work Program, including but not necessarily limited to payment of rent, communications and correspondence costs, utilities, and procurement of materials, supplies, and other accounting activities. This will result in the enhanced and efficient operation of central staff and administration of the UPWP.
  - Plan, conduct and document necessary meetings of the various A/GFTC active committees, including the Planning Committee and the Policy Committee. Regular scheduling and documentation of A/GFTC committee meetings will be provided.
  - Complete grant administrative requirements, including the preparation and submission of billings and required reports. This will provide essential accounting functions to administer budget and grants.
  - Facilitate the continuing professional development and education of staff through participation and attendance at relevant training programs, conferences, meetings and workshops.
  - Procure professional services to update the A/GFTC website as necessary to enhance utility as a communication portal.
  - Plan and host relevant online seminars that will benefit and enhance the professional development of the local transportation planning and engineering community.
  - Continue to participate within the New York State Association of Metropolitan Planning Organizations (NYSAMPO) and its various Working Groups, that afford staff the opportunity to enhance technical knowledge and skills related to the following topics: Bicycle and Pedestrian Planning, Climate Change Adaptation and Resiliency, Freight Planning, Geographic Information Systems, Safety Planning, Transit Planning, Transportation System Management and Operations, and Travel Demand Modeling.

**Other Administrative Items:**

- **Administrative Costs:** As the designated host agency for A/GFTC, the Lake Champlain-Lake George Regional Planning Board will be reimbursed for expenses incurred (not to exceed \$45,000 annually) for routine administrative services and support that are necessary for the continued operation of the MPO, including partial funding of the annual salary of the LC-LGRP’s Senior Account Clerk position to continue administrative staff support services.
- **Equipment:** Maintain and replace computer hardware and software, office equipment and supplies as needed.
- **Shared Cost Initiatives:** As part of UPWP development each year, the 14 MPOs in New York State collectively reserve a limited amount of federal transportation planning funds to fund a series of statewide shared cost initiatives (SCIs) and pay annual dues to the Association of Metropolitan Planning Organizations (AMPO). As available, NYSDOT has provided FHWA Statewide Planning and Research (SPR) funds to NYSAMPO to supplement SCIs funded with FHWA PL and FTA MPP funds. SCI Costs shown are total costs to all MPOs. The required FHWA PL funds are typically subtracted from the total funds available to the MPOs in New York State prior to a formula-based distribution. Additional regional and statewide initiatives funded by the SPR program are listed in *Appendix D*. For 2020-21, the following activities will be advanced through the SCI program:

NYSAMPO Staff Support

Objective: Provide administrative and technical support for NYSAMPO efforts, including working groups.

Cost: \$250,000 (\$150,000 FHWA PL and \$100,000 NYSDOT SPR)

Lead Agency: Capital District Transportation Committee

NYSAMPO Staff Training

Objective: Provide relevant training and professional development opportunities for the staffs and member agencies of MPOs.

Cost: \$92,513 FHWA PL

Cost: \$3,076 FTA MPP / \$769 State Match (IKS)

Lead Agency: Genesee Transportation Council

AMPO Dues

Objective: Ensure that MPOs are aware of and considered in the development of national transportation policy.

Cost: \$41,292 FHWA PL

Lead Agency: Binghamton Metropolitan Transportation Study

**Major Participants:**

*A/GFTC Staff*

*LC-LGRP Staff*

*NYSDOT Staff*

*Consultant Services (NYSAMPO Staff Support)*

*Staff from MPOs throughout NYS*

**Planning Factors Addressed:**

**2, 3, 4, 6, 7, 9**

**Timeframe:**

Ongoing

**A/GFTC staff will:**

- Complete and submit required FHWA and FTA grant reports on a monthly and semiannual basis to NYSDOT and relevant federal funding agencies as required to detail progress toward completion of this work program.
- Complete and submit civil rights, self-certification and other required reports as necessary. This will result in completed Title VI updates, updated Environmental Justice reports triggered by changes to core planning documents, and other documentation and submissions as necessary.
- Determine that the transportation planning process conducted by A/GFTC is addressing the major transportation issues in the metropolitan area, and that the process is in accordance with applicable requirements.

**Major Participants:** *A/GFTC Staff  
NYSDOT Staff  
Warren County GIS staff*

**Timeframe:** Ongoing

**A/GFTC staff will:**

- Complete the required annual work program to reflect yearly changes to funding levels, balances, and local and regional priorities. Available resources and emerging planning needs will be examined to incorporate necessary changes as appropriate. The resulting product will be the 2021-2022 A/GFTC UPWP.

**Major Participants:** *A/GFTC Staff  
NYSDOT Staff  
Local Agency Staff*

**Timeframe:** November 2020 - March 2021

## 2.0 General Development and Comprehensive Planning

The collection, organization, and sharing of transportation-related data and the provision of transportation planning assistance to local communities serve to support and add value to a range of regional interests that participate in the operation and development of the regional transportation system. A/GFTC will maintain those efforts through the ongoing tasks outlined in this section.

### Task 2.10 Transportation Data Inventory

#### A/GFTC staff will:

- Continue cooperative working relationships with various area agencies and municipalities to inform continued and sound transportation system investments, with activities to include:
  - Update and summarize transportation-related system data. This includes any necessary data collection.
  - Maintain the traffic data management software acquired and deployed by A/GFTC in 2018.
  - Up-to-date regional transportation system characteristics and information for the planning area will be shared. For 2020-2021, A/GFTC will continue its traffic count program and will include local, off-Federal-aid highway network elements.
  - Organize and report the data in a manner and format that is suited to local needs. This includes providing additional analysis and related planning reviews of the data as appropriate. Data and reports will be shared with member municipalities and the public as is reasonable and appropriate.

**Major Participants:** *A/GFTC Staff  
NYSDOT Staff  
Local Agency Staff  
Consultant Services (as needed)*

**Planning Factors Addressed:** **1, 2, 4, 7, 8, 10**

**New for 2020-2021:** **Phase 4 - traffic count program (summer 2020)**  
Maintaining performance targets (ongoing)

### Task 2.20 Transportation and Land Use

#### A/GFTC staff will:

- Continue to monitor current and emerging regional land use and development patterns within the region and the resulting effects on the transportation system. This will be accomplished by tracking land use changes through communication and interaction with local planning officials, including staff presence at municipal meetings.
- Enhance the coordination of transportation and land use planning. Technical assistance will also be provided to municipalities on potential traffic impacts of land use decisions and proposals. This will expand opportunities for transportation

planning input into local land use decisions. Specific project requests for 2020-2021 include:

- **Assist the Village of Greenwich to update the zoning/land use ordinance(s) to codify Complete Streets, Access Management, parking regulations and requirements, and promote downtown mixed use development.**
- Provide improved traffic model outputs upon request. Land use changes will be incorporated into the regional traffic simulation model and the GIS.

**Major Participants:** *A/GFTC Staff*  
*Local Agency Staff*

**Planning Factors Addressed:** **1, 3, 4, 5, 9, 10**

**Timeframe:** **Village of Greenwich zoning updates – Winter 2020**

### **Task 2.30** **Transit Service Monitoring & Analysis**

**A/GFTC staff will:**

Work with Greater Glens Falls Transit staff to update statistical analyses of the area's public transit system performance. Current GGFT service statistics for continuing planning analysis and service improvement recommendations will be produced as requested. Passenger surveys will be considered as needed. Periodic review of GGFT's ridership, expenditures, and safety performance within the context of applicable targets and performance measures will be considered as needed.

- Assist in the development of new and or improved intermodal links where possible. Additional service planning assistance will be provided as needed.

**Major Participants:** *A/GFTC staff*  
*GGFT Staff*

**Planning Factors Addressed:** **1, 2, 3, 4, 5, 6, 8, 10**

**Timeframe:** Ongoing

**Note:** A Memorandum of Understanding (MOU) was signed by GGFT and A/GFTC in 2017 that allows A/GFTC to compensate GGFT for direct contributions by GGFT staff for staff services related to the advancement of this and other transit-related planning tasks.

### **Task 2.40** **Safety Planning**

**A/GFTC staff will:**

- Continue efforts to develop an area highway safety monitoring program and comprehensive safety planning process. This includes:
  - Continuing to integrate available data from ALIS, a portal that allows staff efficient access to crash records.

- Updating regional crash summary reports, including updating the compilations of crash incidents, rates and types for off-State system highways on a countywide basis for Warren and Washington Counties and the Town of Moreau.
- Working to identify and address correctable deficiencies in support of advancement of national safety goals and performance measures.
- Working in conjunction with the NYSMPO Safety Working Group and state, federal and local partners to develop and implement safety planning processes, including the State Highway Safety Plan, Pedestrian Safety Action Plan, and Roadway Departure Safety Action Plan (currently under development).
- Utilizing data to assist in the identification of needed transportation safety improvements throughout the area.
- Coordinate Road Safety Assessments (RSAs) to municipalities upon request.
- Work with GGFT to review safety performance related to public transportation operations.

**Major Participants:**

*A/GFTC Staff  
 NYSDOT Region 1 Staff  
 Local Agency Staff  
 NYSMPO Association*

**Planning Factors Addressed:**

**2, 3, 4, 5, 7**

**Timeframe:**

Ongoing

**Task 2.50**

**Alternative Transportation Promotion and Development**

**A/GFTC staff will:**

- Continue working with area bicycling, pedestrian and transit groups to plan and promote the development and improvement of facilities for non-automobile forms of personal transportation. This will be accomplished through the following:
  - Promoting and encouraging the use of energy-efficient transportation alternatives such as walking, bicycling, and transit.
  - Identifying opportunities to incorporate Complete Streets planning principles into preservation and maintenance projects.
  - Continuing to serve on the advisory board for Greater Glens Falls Transit to discuss and promote greater public awareness and use of alternative transportation modes.
  - Production and distribution of the regional bicycle map.
  - Continued participation with the Warren County Safe and Quality Bicycling Organization.
  - Assisting in planning efforts to provide the necessary facilities to increase the utility of shared facilities to accommodate alternative modes within the area



transportation system. This may include streetscape improvements, route system planning, sign placement, traffic calming and similar activities.

- Reviewing capital project designs for inclusion of accommodations for bicyclists and pedestrians.
- Administering the Make the Connection Program, including capital project solicitation and sponsor assistance to implement small-scale improvement to the regional bicycle and pedestrian network.
- Maintaining integration with 511NY to provide a regional portal for transit, ridesharing, and other alternative transportation options, supported by shared staffing with GGFT

**Major Participants:**            *A/GFTC Staff*  
   *Local Agency Staff*  
   *GGFT Staff*  
   *NYS DOT Region 1 Staff*  
   *Consultant Services*

**Planning Factors Addressed:**    **1, 2, 4, 5, 6, 8, 10**

**Timeframe:**                      *Ongoing*

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**Task 2.60** **Public Participation**

**A/GFTC staff will:**

- Encourage and promote enhanced understanding of and access to the transportation planning process by elected officials, planning and zoning boards and the general public. This includes a continued commitment to public outreach and providing educational materials and publications. Mechanisms for the distribution of transportation planning-related information and opportunities for input will be provided as appropriate.
- Continue to apply A/GFTC's Public Involvement Policy to all ongoing activities and maintain compliance with federal regulations for public outreach.
- Administer, update, and enhance A/GFTC's website.
- Continue to explore ways that A/GFTC staff can reach a broader public audience.
- Facilitate intermunicipal communication and coordination of planning activities.

**Participants:**                    *A/GFTC Staff*

**Planning Factors Addressed:**    **2, 3, 4, 5, 7**

**Timeframe:**                      *Ongoing*

## Task 2.70 Program Coordination & Local Government Assistance (MPO staff)

### A/GFTC staff will:

- Provide effective program development and coordination between A/GFTC staff, NYSDOT staff and various local agencies and municipalities. Coordinating MPO activities with municipal, NYSDOT and neighboring MPO efforts will ensure effective and efficient transportation planning. It will also enhance awareness of transportation/land use linkages and transportation planning at the local government level.
- Assist local governments in securing funding for transportation needs and in assessing and mitigating traffic impacts of land use development. This entails communicating with local officials and A/GFTC members on a regular basis regarding specific transportation infrastructure and planning issues. Coordination between various agency staff and local officials will assist in completing the tasks identified in the current work program. Administration of transportation-related grants that are consistent with A/GFTC Planning Principles (see Appendix B) on behalf of member municipalities will be considered upon request.
- Provide transportation planning assistance as needed to local municipalities and the public. Planning analyses of municipal transportation related projects that may have regional significance will be conducted by staff. Specific initiatives for 2020-2021 include:
  - **Assist the Town of Queensbury with the proposed Aviation/Quaker Adaptive Signal Control Technologies (ASCT) Feasibility Study, currently under consideration for funding through the New York State Energy Research Development Agency (NYSERDA) Improving the Efficiency of New York's Transportation System program.**
- Maintain a presence with local municipal officials and meet with various local groups, government boards, and the public as necessary to discuss transportation issues and planning efforts. Increased staff presence at municipal meetings will be provided. This will strengthen the channels of communication concerning transportation activities in the Glens Falls area.

**Major Participants:** *A/GFTC Staff*  
*NYSDOT Staff*  
*Local Agency Staff*

**Planning Factors Addressed:** 1, 2, 4, 5, 6, 7, 8, 10

**Timeframe:** Ongoing  
Aviation/Quaker ASCT Feasibility Study – Summer 2020 (if funded)

## Task 2.80 Local Transportation Planning and Engineering Assistance Program

### A/GFTC staff will:

- Provide access to transportation planning and engineering expertise on an as-needed basis for eligible municipal transportation projects and proposals that are

consistent with A/GFTC goals. This will result in quality local transportation projects consistent with regional objectives.

- Facilitate convenient access by area municipalities to professional transportation engineering expertise for review of developer traffic impact study proposals. This will facilitate access to private transportation planning/engineering consultants for municipalities in situations where levels of assistance and expertise required are beyond what would be readily available directly from A/GFTC staff through the maintenance of hourly fee-for-service contracts with up to three private consultants for short term or minor Traffic Impact Study reviews or similar generic tasks.

Projects funded under this task will be reviewed and approved by the A/GFTC Planning Committee. This arrangement could also be utilized to provide additional expertise to the A/GFTC on an as-needed basis to supplement ongoing MPO activities and other tasks listed in this UPWP.

**Major Participants:** *A/GFTC Staff  
Local Agency Staff  
Consultant Services*

**Planning Factors Addressed:** **1, 2, 4, 5, 7, 8, 10**

**Timeframe:** Ongoing; candidate projects are considered as they are proposed and as funding allows.

### **Task 2.90 Geographic Information Systems (GIS) Support and Operation**

**A/GFTC staff will:**

- Continue the utilization of GIS as a valuable and integral tool that supports most of the planning and support activities outlined in this program.
- Research and procure necessary hardware and software to optimize GIS utilization.
- Continue the shared services agreement with the Warren County Planning Department to provide professional GIS expertise to A/GFTC on an as-needed basis, not to exceed \$10,000 for SFY 2020-21.

**Major Participants:** *A/GFTC Staff  
Local Agency Staff  
Warren County GIS Staff  
Consultant Services*

**Planning Factors Addressed:** **5, 7**

**Timeframe:** Ongoing

A principal task of the A/GFTC staff is to conduct studies and develop plans that inform and guide members of the Planning and Policy Committees to plan and implement longer-term improvement concepts and develop the Transportation Improvement Program. While the Long Range Plan (LRP) sets the direction for major transportation investments in the A/GFTC Planning and Programming Area over a 20- to 25-year horizon, tasks derived from the LRP require continued coordination of program efforts and data collection, refinements of the LRP, inclusion of the public in the scoping of major capital investments, and the consideration of new transportation issues that may have arisen since the adoption of the LRP.

### Task 3.10

### Long Range Plan (LRP)

#### A/GFTC staff will:

- Continue the commitments of *2040 Ahead*, the A/GFTC Long Range Plan.
- Update and amend *2040 Ahead* as warranted by emerging federal guidance related to performance measurement.

#### Major Participants:

*A/GFTC Staff*  
*NYS DOT Staff*  
*Local Agency Staff*

#### Planning Factors Addressed:

all

#### Timeframe:

ongoing; *2040 Ahead* completed in 2018

### Task 3.20

### Travel Demand Modeling

#### A/GFTC staff will:

- Continue to improve the quality, accuracy, and reliability of A/GFTC's regional travel demand model for use in long range planning efforts. Consultant expertise will be retained as needed to assist with validation and improvements to the model. The end products will be:
  - Simulations of future conditions using the most current traffic forecast and growth rates data for use in project planning.
  - Development and refinements of both peak and off-peak seasonal models to better assess tourism-related traffic impacts and future demand.
  - Identification of transportation measures that reduce energy consumption and pollution emissions.

#### Major Participants:

*A/GFTC Staff*  
*Consultant Services*

#### Planning Factors Addressed:

1, 3, 4, 5, 7, 9

#### Timeframe:

Ongoing; travel demand model was updated in 2018.

**A/GFTC staff will:**

- Assist GGFT with the effective programming of its available and projected financial resources as consistent with its long term service goals. This will include working with GGFT to monitor its available capital resources for operational and equipment replacement needs.
- Provide long term planning and analytical assistance to local transportation service providers as needed.
- Consider strategies to implement recommendations from the A/GFTC Rural Mobility Needs Assessment and Options Analysis, initiated in 2016 as a comprehensive analysis of rural transportation challenges and mobility opportunities, with the goal of formulating recommendations for improved and appropriately scaled transportation service options.
- Work with GGFT to identify capital investments that will identify and advance progress towards attaining and preserving state of good repair.
- Help transit providers gauge and prepare for the changing long term transportation demands of an aging population. This will be accomplished by reviewing available data and using regional long term population projections to assess impacts of changing area demographics and residential patterns.
- Assist communities and the general public in quantifying existing and future needs for transit services.
- Advance the goals and objectives of the Coordinated Human Services Transportation Plan.
- Continue to support regional efforts to optimize, improve and expand mobility services.

**Major Participants:**

*A/GFTC Staff*  
*GGFT Staff*  
*Local Agency Staff*  
*Local Transportation and Human Service Providers*  
*Consultant Services*

**Timeframe:**

Ongoing

**Planning Factors Addressed:**

**1, 3, 4, 5, 6, 7**

**Note:**

A Memorandum of Understanding (MOU) was signed by GGFT and A/GFTC in 2017 that allows A/GFTC to compensate GGFT for direct contributions by GGFT staff for staff services related to the advancement of this and other transit-related planning tasks.

## Task 3.40 Intelligent Transportation Systems (ITS) Architecture Development

### A/GFTC staff will:

- Continue to collect relevant data for congested components of the local transportation system while working to identify and implement possible future ITS project applications that will enhance the efficiency of the area's transportation system by aiding in congestion management.
- Work to support the efforts of NYSDOT and other area agencies as needed to identify potential ITS project applications in the area and to develop an ITS architecture that would permit future federal funding for ITS-related projects. This will result in the identification and assessments of ITS project candidates for inclusion in future Transportation Improvement Programs or programming through other local initiatives.

**Major Participants:** *A/GFTC Staff*  
*Consultant Services*  
*NYSDOT Staff*  
*Local Agency Staff*

**Planning Factors Addressed:** **1, 2, 3, 4, 6, 7, 9, 10**

**Timeframe:** Carryover task; Region 1 DOT staff has communicated to A/GFTC that the development of a separate ITS architecture for the Glens Falls area is not warranted at this time, but the task to develop that architecture will be retained on this work program should that change.

## Task 3.50 Bicycle and Pedestrian Planning

### A/GFTC staff will:

- Progress plans for a comprehensive regional network of bicycle routes, sidewalks, street crossings and shoulders to enhance and improve facilities for bicyclists and pedestrians throughout the area as needed and appropriate. This includes:
  - Continuing with the implementation of projects and goals outlined in the Bicycle and Pedestrian element of the Long Range Plan.
  - **Update the A/GFTC Regional Bicycle and Pedestrian Plan. This staff-driven update will create separate reports for bicycle and pedestrian infrastructure, to allow for more in-depth analysis of related topics. The 2020-2021 update will focus on the bicycle network, including updated design guidance, regional priority network, bikesharing, and current best practices for Complete Streets implementation.**
- Work with relevant municipalities, community groups, and other organizations as appropriate to develop new bicycle and pedestrian plans. Specific initiatives identified during the candidate project solicitations include:
  - **Town of Chester Pedestrian Connections: Develop a conceptual plan for streetscaping and pedestrian-related improvements from Panther Mountain Drive to Chester - Horicon Health Center.**

- **City of Glens Falls Feeder Canal Trail Connections: Develop conceptual plans for bicycle/pedestrian amenities to connect to the Feeder Canal Trail from Staple/Bush Streets (to Haviland’s Cove) and Haskell/Shermantown Streets.**
- **Town of Queensbury Recreational Destinations – Work with Town staff and regional interests to identify bicycle and pedestrian transportation facilities along connections to recreational destinations.**
- **Town of Salem Slate Valley Rail Trail Connections: Develop a conceptual plan to identify improvements to transportation network to better facilitate bicyclist and pedestrian connectivity between the Slate Valley Rail Trail and the downtown core of Salem.**

**Major Participants:** *A/GFTC Staff  
 NYSDOT Staff  
 Local Agency Staff  
 Consultant Services*

**Planning Factors Addressed:** 1, 2, 4, 5, 6, 7, 8, 10

**Timeframe:** **Regional Bicycle Plan – Spring 2020  
 Town of Chester – Spring 2020  
 City of Glens Falls – Summer 2020  
 Town of Queensbury – Fall 2020 (carryover project)  
 Town of Salem – Fall 2020**

**Task 3.60**

**Environmental Planning**

**A/GFTC staff will:**

- Work with interested municipalities to identify and quantify transportation infrastructure that may be vulnerable to severe weather events related to climate change, and develop strategies to assist municipalities in pursuing related improvements. This includes:
  - Working with state, county and local officials as well as environmental stakeholders to determine a scope of work for a climate change vulnerability assessment on a county-wide basis.
  - Working with other relevant community groups, agencies, and organizations as appropriate.
  - Assisting municipalities in developing specific strategies for capital or other improvements which address vulnerabilities identified as part of this task.
- Improve coordination with local municipalities to lessen the environmental impacts of the maintenance and operation of the surface transportation system, including improved coordination with ongoing road salt reduction efforts.
- Continue participation with Warren County’s Climate Smart Task Force.

**Major Participants:** *A/GFTC Staff  
 NYSDOT Staff  
 Local Agency Staff  
 Consultant Services*

**Planning Factors Addressed:** 1, 2, 3, 5, 7, 9

**Timeframe:** Ongoing; assistance to municipalities considered as requests are received

**Task 3.70** North Creek / Ski Bowl Access Study

**A/GFTC staff will:**

- Provide staff and consultant services to assess potential access improvements associated with anticipated future development and existing operations between the Hamlet of North Creek and Ski Bowl Park in the Town of Johnsburg.

**Major Participants:** *A/GFTC staff*  
*NYS DOT staff*  
*Local Agency staff*  
*Consultant Services*

**Planning Factors Addressed:** 1, 2, 3, 5, 7, 9

**Timeframe:** Carryover task, anticipated project completion April-May 2020.

*Draft*



The current 2019-2024 TIP was adopted June 2019. Development of the **2022-2027** TIP is anticipated to commence in the 2021-2022 UPWP cycle.

**Task 4.10** 2019-2024 TIP Maintenance and Implementation

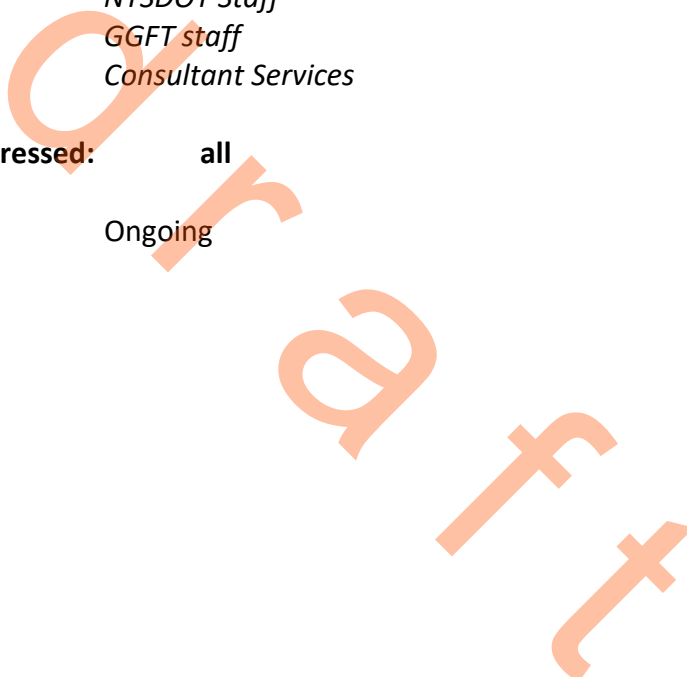
**A/GFTC staff will:**

- Maintain a current and accurate TIP that reflects the up-to-date status of all listed projects. This includes processing requested TIP amendments as needed.
- Continue to work with NYSDOT Region 1 to identify and implement project candidates that can be advanced in the event of targeted project solicitations.
- Conduct project solicitations and selection for the various local preservation and safety setasides.

**Major Participants:** *A/GFTC Staff  
NYSDOT Staff  
GGFT staff  
Consultant Services*

**Planning Factors Addressed:** **all**

**Timeframe:** Ongoing



**2020-2021 UPWP Financial Summary (draft, subject to revision)**

*available funds based upon expenditures April - November 2019  
and projected expenditures December 2019 - March 2020*

**New funds:**

FHWA PL	\$317,089
FTA 30	\$46,773
	<b>\$363,862</b>

**Estimated carryover:**

FHWA PL	\$60,000
FTA 29	\$29,000
	<b>\$89,000</b>

**Total Funds Available:** **\$452,862**

	<b>Combined</b>	<b>FHWA</b>	<b>FTA</b>
<b>Federal</b>	<b>\$452,862</b>	<b>\$377,089</b>	<b>\$75,773</b>
<b>State match</b>	\$73,748	\$59,540	\$14,207
<b>Local match</b>	\$24,583	\$19,847	\$4,736
	<b>\$551,192</b>	<b>\$456,476</b>	<b>\$94,716</b>

**Estimated Costs (federal share only):**

		<b>FHWA</b>	<b>FTA</b>
Rent	\$19,694	\$17,134	\$2,560
Host Agency	\$45,000	\$22,500	\$22,500
Cable / Postage	\$4,650	\$4,046	\$605
Utilities	\$1,200	\$1,044	\$156
Travel / Training	\$5,500	\$4,785	\$715
Equipment /			
Software	\$7,000	\$6,090	\$910
Supplies / Toner	\$2,000	\$1,740	\$260
Salaries (FT staff)	\$173,500	\$150,945	\$22,555
Fringe (FT staff)	\$85,020	\$73,967	\$11,053
Fringe (retirees)	\$5,000	\$4,350	\$650
Salaries (GIS)	\$10,000	\$8,700	\$1,300
Salaries (GGFT)	\$12,000		\$12,000
	\$370,564	\$295,301	\$75,263
Balance to	\$82,298	\$81,788	\$510
Contractual			
	<b>\$452,862</b>	<b>\$377,089</b>	<b>\$75,773</b>