



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

Wednesday, June 10, 2020

Zoom Meeting – all participation from remote locations

Attendees (voting members or proxy in bold)	Representing
Stu Baker	Town of Queensbury Community Development
Chris Belden	Warren County Planning Department
Allison Gaddy	LC-LGRP
Beth Gilles	LC-LGRP
Joe Cimino	CHA
Deb Donohue	Washington County DPW
Daniel Eckert	MJ Engineering and Land Surveying
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
Jeremy Hughes	Barton and Loguidice
Wayne LaMothe	Warren County Planning Department
Fred Mastroianni	Greenman – Pedersen Inc.
Laura Oswald	Washington County EDC
Bob Rice	NYSDOT Region 1
Laura Sanda	McFarland Johnson
Scott Sopczyk	Greater Glens Falls Transit
John Strough	Town of Queensbury
Matt Traver	Village of Fort Edward
Mike Valentine	Saratoga County Planning Board
Lisa Wallin	MJ Engineering and Land Surveying
Greg Wichser	NYSDOT Region 1
Tim Zinn	Washington County DPW

Staff

Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

1. **Welcome and Introductions** – Aaron conducted municipal roll call and participant introductions starting at 10:00 AM.
2. **Administration**
 - A. Staffing protocol update – Aaron reported that staff has been working from home since mid-March with no long-term interruption. Some periodic trips to the office have been necessary. Our plan is to re-open the office on 6/15 with not more than one staff person present at any given time. We have completed the required re-opening plan. Office will be appointment only and the entrance door will remain

locked. With a two-person office at 50% staffing, cross contamination risks are minimal. Restrooms are common to the 2nd floor offices, which is a mild concern. Windows can be opened, although renovation of the Glen Street buildings is a constant distraction. All in all, we feel comfortable returning to the office.

- B. Remote access technology updates - Aaron reported that investments have been to shore up remote work capabilities; two new laptops and equipment to establish a virtual private network that allows us to access our data server have been purchased; this has been accomplished within the already pared down equipment budget with ample room to spare. We've also purchased an annual Zoom subscription, as we suspect that remote meetings may be the way forward. As the core responsibility of MPOs is to facilitate public access to regional transportation planning process, we will continue to err on the side of access and post remote meeting log-in credentials publicly.

3. Public Transportation

- A. GGFT Update – Scott Sopczyk reported on the status of GGFT operations. Office has remained open since March; full bus service has been restored as of 6/4. Ridership is at about 50% of historic averages. No fares are being collected; all passengers must wear masks; buses are routinely disinfected. Seating capacities on the vehicles have been reduced; non-essential rides are being discouraged. Similar measures will be needed for the trolleys. Mask compliance during the tourist season could be more problematic than it is currently; compliance is essential to maximizing the safety of passengers and drivers. All drivers have opted to return to work. Two trolleys are scheduled for delivery later in the month. Trolley driver shortages are anticipated; north side LG service could be reduced. Trolley services will be ending earlier in the evening (9:30 vs 10:30). No service will be provided to the LG fireworks. The volume of seasonal workers is an unknown. Stu Baker asked about riders that could claim a medical exemption from wearing a mask; Scott responded that that hasn't come up but suggested that transit services may not be an appropriate option for those specific individuals.
- B. GGFT Safety Performance Targets – consideration for MPO endorsement – Scott summarized GGFT's safety performance targets for MPO consideration. An FTA template was used to formulate the safety plan, updated every two years. Aaron noted that like other performance measures, A/GFTC has the option of adopting those of the operating agency or to develop its own. Staff recommends adoption and transmittal of the GGFT-developed targets – this is a Planning Committee action as previously delegated by the Policy Committee.

A motion was made to adopt and transmit GGFT's targets.

Moved by: Wayne LaMothe

Seconded by: Bob Rice

Motion carried.

- C. FTA 5310 selection process – update – Jack Mance reported on developments. Rating process was completed in May; scores transmitted to NYSDOT. Jack thanked the volunteer evaluators. There are discrepancies in the draft award letter and A/GFTC's scores; Jack is working with Kent Sopris at NYSDOT to reconcile those differences.

4. UPWP

- A. Ongoing staff and consultant activities – Jack reported on the following:
- Chestertown pedestrian improvements – scope has been approved by Supervisor Leggett; Letters of Interest have been received and selection is anticipated within a couple of weeks.
 - Scope has been developed for the Greenwich Complete Streets code evaluation and revision; Mayor Fuller has indicated concurrence; timetable uncertain, likely fall 2020.
 - Feeder Canal access improvements scope has been developed. It is uncertain as to whether this continues to be a priority for the City.
 - Regional bike plan – considerable efforts are underway to make this update more useful than the preceding document; stakeholders have been surveyed and a draft scope has been developed. The plan will be structured modularly to facilitate updates; a stronger online presence will be established. Ideally, information in the plan will be easily extracted for use in grant applications. Ongoing Planning Committee participation is encouraged; Saratoga County-based participation was specifically requested. Laura Oswald noted the significance of trails and asked about the deadline for the plan, expressing a preference for completion prior to the next round of CFAs. Jack thought that was achievable.
- B. North Creek access study – approve for release for public comment – Jack reported on developments. The draft document was shared with the advisory committee and Supervisor Andrea Hogan in late March, and an online presentation was made to the Johnsbury Town Board on May 19. Scott asked if there were any considerations for seasonal treatments for the pedestrian accommodations given the winter visitation. Jack responded that that wasn't an initial consideration, and that detailed design would be strongly driven by future development in the park.

A motion was made to release the draft North Creek / Ski Bowl Access Study for public review and comment prior to Policy Committee consideration.

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

- C. CDTC - A/GFTC conformity statement - approve for release for public comment - Aaron reported the following:
- CDTC is updating its New Visions Long Range Plan.
 - A revised air quality conformity narrative developed by CDTC staff and reviewed by NYSDOT Environmental Analysis Bureau, and as required along with LRP and TIP updates, was sent to committee members for review.
 - Per the Clean Air Act, requires that federally funded transportation activities 'conform' to the State Implementation Plan, and therefore do not cause or contribute to new air quality violations or worsen existing ones.
 - Because Moreau and SGF are within Saratoga County and part of A/GFTC, the rules for documenting air quality conformity also apply to A/GFTC when CDTC updates its plans. This only applies to projects in those two communities; the remainder of the area was never designated as non-attainment.
 - Recall that the non-attainment designation dates back to 1997; the Capital District was found to be in air quality attainment in 2008, but a legal decision requires conformity determinations for 1997 standards are still required.

- A listing of the TIP projects in Moreau and SGF and the air quality analysis exemption codes are provided.
- Thanks to Chris O’Neill and his colleagues at CDTC for navigating this exercise on our behalf.
- Bob Rice noted that CDTC’s Policy Committee has already adopted this.

A motion was made to release the draft Conformity Determination for public review and comment prior to Policy Committee consideration.

Moved by: Kevin Hajos

Seconded by: Mike Valentine

Motion carried

5. TIP

A. Updates from project sponsors

1) Warren County – Maiken Holmes reported on the following:

- Middleton Bridge – received SHPO concurrence on the finding document, beginning 4F evaluation, draft design report nearing completion with public comment to follow.
- South Johnsbury Rd over Mill Creek – in final design, ROW acquisitions authorized, construction authorization is on schedule for next FFY.
- Palisades Road bridge – 7 of 9 checks for ROW have been confirmed, remaining two anticipated within two weeks, complete PS&E to be submitted within the next couple of weeks.
- Sunnyside paving projects – in final design, complete PS&E to be submitted within the next couple of weeks, construction to be completed before the end of this construction season, the need for a TIP amendment is anticipated.
- Bay Road over Halfway Creek – in draft design, public outreach was postponed due to Covid-19 emergency, hoping that that will be held online by beginning of August; draft design submitted by late June / early July.
- Olmstedville Road reconstruction, Oxbow / Moon Hill reconstruction, Call Street rehabilitation – DADs submitted by June and July.
- Johnsbury bridge replacements – in draft design, DAD to be submitted in September.

Mike Valentine asked for clarification if the guiderail was to be removed at the Moon Hill / Oxbow intersection. Maiken and Kevin Hajos confirmed that the guiderail would not be removed.

2) Washington County – Deb Donohue reported on the following:

- CR 113 is complete and turned out very well – thanks to all that were involved.
- Church Street over the Mettawee - in ROW acquisition and design, construction scheduled for next year.
- CR 46 pavement project out to bid, construction expected this season.
- CR 61 Shushan bridge- in design and ROW acquisition.
- Bridge preservation project in Shushan and Salem currently under construction.

- CR 35/36 pavement preservation and Batten Dugan CR 153 bridge preservations in design.
- 3) Saratoga County – Mike Valentine reported on the following:
- Clark Road bridge and West River Road bridges over the Snook Kill – one bid received, awarded by the County, construction in the summer.
 - CR 28 paving projects – final PS&E submitted by mid-June, construction in late summer / fall.
- 4) City of Glens Falls – no report
- 5) NYSDOT – Bob Rice reported the following:
- NYSDOT and FWA have developed guidance on how to conduct online meetings
 - CHIPS allocations posted to the NYSDOT website
 - Construction and operations workforces have returned to 100% levels
 - Office environments at 25% capacity with screenings
 - Letting programs have continued, budgets are somewhat unclear, projects being awarded on individual basis
- B. TIP Amendment request – Exit 17 – approve for release for public comment - Greg Wichser introduced the TIP amendment. The project began as a rehabilitation candidate, but costs escalated to the point where replacement of the bridge and reconfiguration of the interchange to provide operational benefits became the preferred option. Accommodation of future development to the west of I-87 is also influencing design. Extensive discussions have transpired with the Town of Moreau. Bob Rice added that clearance issues, truck crashes, multimodal mobility were also considered. Region 1 will adjust its overall program to accommodate this project. Aaron added that staff is available to assist with public outreach efforts.

A motion was made to release the draft TIP amendment request for public review and comment prior to Policy Committee consideration.

Moved by: Mike Valentine

Seconded by: Laura Oswald

Motion carried

6. **Other Items of Interest** – Aaron reported that the bridge preservation plan update draft report and database is expected by 6/19 for participant review. Fred Mastroianni asked about upcoming Bridge NY and Pave NY solicitations. Bob Rice responded that funding was unclear. Kevin Hajos added that, per the Legislative representative, CHIPS, Pave NY and EWR were being released and will be awarded at no less than 80% of listed amounts, with the remaining 20% possibly to be sourced to a federal aid package to state and local governments. Bob Rice confirmed Kevin’s statement.
7. **Next Meeting and Adjourn** – next meeting – September 9, 2020. Meeting adjourned at 11:10 AM.