



Adirondack/Glens Falls Transportation Council
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A/GFTC Planning Committee Minutes
Wednesday, January 8, 2020
Crandall Public Library, Glens Falls

Attendees (voting members or proxy in bold)	Representing
Stu Baker	Town of Queensbury Community Development
Amanda Beck	Warren County Planning Department
Mike Breault	Washington County DPW
Maria Chau	FHWA NY Division
Allison Gaddy	LC-LGRPB
Steve Godlewski	Creighton Manning Engineering
Harry Gutheil, Jr.	Village of South Glens Falls
Chris Harrington	Town of Queensbury
Maiken Holmes	Warren County DPW
Wayne LaMothe	Warren County Planning Department
Laura Oswald	Washington County EDC
Bob Rice	NYS DOT Region 1
Laura Sanda	McFarland Johnson
Scott Sopczyk	Greater Glens Falls Transit
Mike Valentine	Saratoga County Planning Board
Greg Wichser	NYS DOT Region 1
Tim Zinn	Washington County DPW

Staff

Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

- 1. Welcome and Introductions** – Aaron called the meeting to order at 1:31; participants introduced themselves.
- 2. Visitor Issues** – Chris Harrington reported progress on the water main replacement project along NYS Route 9L in Queensbury, as related to NYS DOT’s upcoming capital project to resurface the highway.
- 3. Administration** - Aaron noted that there may be as many as four new voting members of the Policy Committee this year, pending County designations. Regarding the Planning Committee chair, staff recently fielded a question about the arrangement of having the Staff Director co-chair this committee. This mechanism dates back to 2011, when Mike Valentine was voted in by his Planning Committee peers to act as Co-Chair (signatory of approved documents / resolutions and Meeting Chair during any personnel discussions concerning the Director), leaving staff to run the meetings.

A motion was made to affirm continuation of the Planning Committee Co-Chair arrangement for CY 2020.

Moved by: Wayne LaMothe

Seconded by: Harry Gutheil

Motion Carried

Aaron reported that the staff office was afflicted by a ransomware attack that occurred on Christmas Day. The network server is now repaired after a week of down time. Back-up routines have been strengthened and a hardware vulnerability has been corrected.

4. UPWP

A. Ongoing projects – updates since last meeting – Jack reported on recent developments with the North Creek / Ski Bowl access study, including a steering committee meeting in North Creek to review potential access alternatives. Aaron noted a recent meeting with the City of Glens Falls to discuss potential implementation of the Fire Road / Webster Avenue signals analysis recommendations.

B. 2020 -2021 Work Program

- 1) Summary of proposed work program – Aaron reviewed the outline of the proposed 2020-2021 UPWP, noting the following new or updated listings:
 - \$ 363,862 new combined FHWA and FTA funds
 - Estimated SFY balance of \$89,000 , subject to change
 - Simplified budget is included; more detail will be added at the end of January to reduce uncertainty in projections

Task 1 new

- Host Agency fees combined with RPB Senior Clerk salary offset @\$45,000, ~\$6,000 reduction from last year's total due to enhanced efficiencies
- Core documents are current, due for an Environmental Justice report update

Task 2 new

- Final phase of county highway traffic counts
- Update to Village of Greenwich zoning / land use ordinances to encourage transportation implementation enhancements; complete streets, access management, parking, mixed use
- Continuation of shared staff with GGFT at same level as last year (\$12,000)
- Town of Queensbury NYSERDA grant for Quaker Road active signal control deployment – significant staff time if awarded
- Continuation of GIS MOU with Warren County Planning at same level as last year (\$10,000)

Task 3 new

- Regional bike/ped plan update, per public and local municipality request
- Bike/ped projects as outlined at the last meeting for Chester, Salem, Glens Falls, and Queensbury

- 2) Approval for release for public comment – Aaron reported that a 30-day public comment period is required prior to Policy Committee consideration on 2/12.

A motion was made to release the document for public comment, acknowledging potential changes to the committee roster and budget tables.

Moved by: Wayne LaMothe

Seconded by: Maiken Holmes

Motion Carried.

5. TIP

- a. Updates from project sponsors – Aaron noted that the comparatively short time span between meetings coupled with the seasonal holiday break would likely limit new project developments
 - i. Warren County – Maiken Holmes reported that projects were progressing, no noteworthy developments.
 - ii. Washington County – Tim Zinn reported that projects were progressing, no noteworthy developments.
 - iii. Saratoga County – Mike Valentine reported that projects were progressing, no noteworthy developments.
 - iv. City of Glens Falls - no report
 - v. NYSDOT – Bob Rice commented on a distributed list of local projects, requesting sponsor review of letting dates and collaborative adjustment of those dates as warranted to optimize on-time project delivery. Projects that could face complications should be considered as adjustment candidates; the capacity exists to reconsider those adjustments in the future if implementation is on or ahead of schedule.

Aaron noted the status of two local project TIP setasides – a bicycle / pedestrian - specific capital setaside in FFY 2022-2023, and a pavement preservation setaside in 2023-2024. Staff consensus among NYSDOT and A/GFTC is to pair those setasides into a joint future project solicitation in hopes of encouraging more substantial and cost-efficient project candidates.

A motion was made to adjust the programming year of the pavement preservation setaside from 2023-2024 to 2022-2023 to enable a joint solicitation.

Moved by: Wayne LaMothe

Seconded by: Maiken Holmes

Motion Carried.

In response to a question from Allison Gaddy, the ensuing discussion noted the consensus preference that a combined solicitation should seek to preserve the initial funding levels assigned to pavement repair and bicycle /pedestrian facilities through to the award and implementation phase.

6. Other Items of Interest - none

7. Next Meeting and Adjourn

- **Policy Committee 2/12, 10:00, Crandall Public Library Holden Room**
- **Planning Committee April 8 10:00 / location TBD**

A motion was made to adjourn the meeting at 2:38 PM.

Moved by: Laura Oswald

Seconded by: Wayne LaMothe

Meeting adjourned.