



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

Wednesday, December 9, 2020

Zoom Meeting – all participation from remote locations

Attendees (voting members or proxy in bold)	Representing
Stu Baker	Town of Queensbury Community Development
James Bosley	Greater Glens Falls Transit
Mike Breault	Washington County DPW
Paul Cummings	The Chazen Companies
Joe Cimino	CHA
Deb Donohue	Washington County DPW
Ed Doughney	Warren County DPW
Tom Girard	City of Glens Falls DPW
Steve Godlewski	Creighton Manning Engineering
Harry Gutheil, Jr.	Village of South Glens Falls
Maiken Holmes	Warren County DPW
Wayne LaMothe	Warren County Planning
Keith Lanfear	Village of Lake George
Stephanie Long	NYS DOT Region 1
Laura Oswald	Washington County EDC
Bob Rice	NYS DOT Region 1
Dan Rourke	Barton and Loguidice
Laura Sanda	McFarland Johnson
Scott Sopczyk	Greater Glens Falls Transit
John Strough	Town of Queensbury
Jennifer Terry	Federal Transit Administration
Mike Valentine	Saratoga County Planning Department
Lisa Wallin	MJ Engineering and Land Surveying
Greg Wichser	NYS DOT Region 1
John Wheatley	EDC of Warren County
Tim Zinn	Washington County DPW

Staff

Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

1. **Welcome / Municipal Roll Call** – Aaron initiated the meeting at 10:02 and conducted a roll call of participants. A quorum was present.
2. **Administration**
 - A. CY 2021 meeting schedule – Aaron referenced the draft meeting schedule that was previously distributed, noting subsequent changes to the last three meetings due to the need to process end of FFY STIP changes. Bob Rice provided additional insight on the STIP performance evaluation metric and the meeting schedule later in the meeting.

- B. Approval of staff salary schedule - Aaron explained that the Warren County Treasurer's office has in recent years asked for documentation of committee consultation on salary changes for A/GFTC staff. Updated salaries were sent to voting members and representatives for review prior to the meeting. No cost of living adjustments are requested; Senior Transportation Planner position qualifies for longevity bonus of \$350 per host agency policy; that is the only change.

A motion was made to approve the salary schedule and transmit to Warren County with Chairman Valentine's signature.

Moved by: Bob Rice

Seconded by: Stu Baker

Motion carried.

- C. Environmental Justice update – Aaron explained that staff has encountered unreliable and inconsistent ACS income data among the three counties. Aaron has made the decision to defer this product until new income and demographic data is available from the 2020 Census.
- D. Planning and Engineering Assistance contracts – Aaron reported that the three planning and engineering assistance contracts are expiring at the end of the year. Each has a two-year renewal option. Aaron's recommendation is to extend the one contract where the consultant is currently engaged with an ongoing project and open the other two up to the RFP process. No objection was voiced by the committee.

3. Public Transportation Update – Scott Sopczyk reported on the following:

- Ridership is running at about 50-60% of pre-pandemic levels; that is slightly above the average of other systems.
- Covid-19 procedures are working well; mask compliance is excellent; no staff cases and no known rider exposure.
- Scott introduced James Bosley, GGFT's new Deputy Director. Among other items, James has been working on Bike Share feasibility. Laura Oswald and John Strough both noted demand from other interested parties including SUNY Adirondack residents.
- Contactless fare media are being explored. If implemented, cash fares will still be an option.

4. UPWP

A. Ongoing projects – Jack reported on the following:

- 1) Chestertown pedestrian connection study - This project will look at options for pedestrian connections on Route 9 in Chestertown to link existing sidewalks to the new Hudson Headwaters Health Center to the south of the hamlet. CME has completed the existing conditions section of the project. The public input is wrapping up – there were two online surveys, one for the general public and one for affected business owners. The project team decided to spend a little more time and extend the schedule to allow for the consultant and the supervisor to solicit more responses from the business owners. The next phase will involve looking at conceptual alternatives.
- 2) Greenwich zoning and code review – RFP was released last month for consultant assistance for zoning ordinance revisions related to the implementation of the Main Street Streetscape and Parking plan A/GFTC completed last year for the Village. Six proposals were received and are

being scored by a subcommittee of Village officials, County planning, A/GFTC, and NYSDOT. We anticipate wrapping up the scoring early next week. Not clear yet whether we will need to conduct interviews. Once a consultant is selected, we anticipate project commencement in early 2021.

- 3) Traffic counts – Staff received the final two dozen counts from our contractor. We now have a relatively complete picture of counts for all non-fed aid county highways. Staff will work on cleaning up this data to post to the online viewer. The current contract for traffic counts expires at the end of the year. However, NYSDOT main office came through with an offer to conduct 50 counts on behalf of the MPO. For 2021, we will have NYSDOT count most of the locations we had in the first round of our count contract, in southern Washington County, to keep the counts on a recent cycle. We'll also be getting counts for the Exit 18 corridor so we can compare to the projections done for the Corinth Road project.
 - 4) Queensbury / NYSDA Adaptive Signal Control study - Contract has been signed by the state and was passed via resolution on 11/2/20 by the Queensbury Town Board. Next phase is consultant procurement, which will be led by the Town.
- B. Bicycle plan update – Jack demonstrated the ongoing work on the draft Regional Bicycle Plan. The plan subcommittee is currently reviewing the written draft report, but a preview of the mapping component of the plan will be shared today. The dynamic map is a significant upgrade and should be an enhancement to user-friendliness. The map will show existing bike trails, A/GFTC's priority bike network, and pending improvement priorities as identified in regional and municipal plans. The latter serves to inventory the recommendations and lend those recommendations organizational support. Those recommendations now have associated fact sheets including status, sponsor, and cost estimates where available. This should be very useful for project sponsors seeking grant assistance. Links to data windows and additional resources are built into the features of the map. A considerable amount of effort was expended to complete the data collection. Stu Baker noted ongoing work with The Chazen Companies to identify a trailhead facility at the BOA site on River Street. Paul Cummings asked if the project sheets will be available prior to the next CFA round; Jack replied that that was the intent. Paul also offered assistance in identifying key components of recently completed plans. Jack replied that that would be welcome during the public comment period of the plan, anticipated for January. Jack also stated that it would be beneficial in the future to have project sponsors and consultant complete the project information sheets for eventual inclusion in the updated plan. Mike Valentine asked if the network of local contacts was solid enough to account for future communication on projects; Jack replied that the outreach mechanism and update process needs future consideration and refinement.
- C. 2021-2022 UPWP
- 1) Annual call letter / allocation estimates - Aaron reported that the annual call letter from NYSDOT detailing allocation estimates and state and federal planning priorities was received in early November. As noted to our municipalities in the program solicitation, funding is down from last year but not significantly - ~ \$1,200. This will add emphasis towards expenditure reduction efforts.

- 2) Candidate projects received - Aaron listed the projects that were submitted by our municipalities during the candidate project request period, that ended on December 7:
 - New Projects:
 - Development of refined Google Transit data architecture for Greater Glens Falls Transit
 - Conceptual plan for a 1.6 mile multiuse trail connection between the Village of Greenwich and the former reservoir site in the Town of Greenwich
 - Intersection evaluation for safety and pedestrian access for the Bay Street / Glen Street intersection in Glens Falls. Mike Valentine requested clarification on the request and jurisdiction.
 - MPO fact sheet / data atlas requested by FHWA
 - Staff suggestion – corridor study review of initial traffic and trip generation estimates – 20 year horizon – Exit 18 corridor
 - Carryover projects
 - NYSDOT / Queensbury Adaptive Signal Control
 - Greenwich code review
 - Salem bike / ped connector (reaffirmed by Supervisor Clary)
 - Core documents
 - 2022 -27 TIP development to commence late calendar year 2021
 - Coordinated Human Service Transportation Plan due in calendar year 2022

5. TIP

- A. Bridge preservation update – Aaron reported that GPI has transmitted final versions of the bridge preservation update that he will distribute to the Counties and NYSDOT. The subsequent billing from GPI will close out the project.
- B. Updates from project sponsors
 - 1) Warren County - Ed Doughney reported on developments associated with the Middleton Bridge, South Johnsbury Road over Mill Creek, Palisades Road over Brant Lake Inlet, Sunnyside paving, Bay Road over Halfway Creek, Johnsbury bridges, Olmstedville Road, Oxbow / Moon Hill, East River / Call Street , and Quaker Road preservation projects.
 - 2) Washington County – Mike Breault reported on development associated with the CR 35/36 pavement and Shushan bridge projects. Tim Zinn reported on developments associated with the Church Street bridge and CR 46 pavement preservation projects.
 - 3) Saratoga County – Mike Valentine reported on developments associated with the CR 28 paving project.
 - 4) City of Glens Falls – Tom Girard reported on developments associated with the Dix Avenue pavement project.
 - 5) NYSDOT – Bob Rice reported that NYSDOT operations and construction were at 100% staffing while planning was at 25%. The letting program has continued; Exit 17 over the Northway is on schedule for a spring 2021 letting – this will be a two-season project. Route 4 over Slocum Creek will be let next week, a new bridge will span the existing historic canal walls underneath. The winning NYS 196 over Dyke Road bid was under the initial estimate.

C. TIP Amendment requests

- 1) Regional State Highway paving projects - NYS has selected six State highways to receive surfacing improvements under a Statewide initiative. The requested TIP action is to modify the regional paving project listing to show those \$15.7 of additional funds as added to the setaside. Assigning projects from a regional setaside is a Planning Committee action.

A motion was made to modifying the existing setaside project listing to include selected projects and added funds.

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

- D. TIP amendment updates / reconciliation discussion – Aaron reported that staff is in receipt of a total of four TIP amendment requests totaling \$5.54M in STP-Flex, the most broadly applicable and therefore most in-demand TIP fund source. Staff is concerned that programming capacity has been strained by previous amendments and that additional discussion with NYSDOT is needed before these requests can be advanced for committee consideration. Some program alterations to future projects to accommodate cost increases to ongoing projects may be required. These will be presented in January along with any accompanying recommendations.

6. **Other Items of Interest** – none expressed.

7. **Next Meeting and Adjourn** – next meeting – January 13 (Planning Committee)

A motion was made to adjourn to the meeting at 11:17 AM.

Moved by: Mike Valentine Seconded by: Stu Baker Meeting adjourned.