



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

Wednesday, August 11, 2021

Zoom Meeting – all participation from remote locations

Attendees (voting members or proxy in bold)	Representing
<b>Stu Baker</b>	<b>Town of Queensbury Community Development</b>
Tom Baird	Barton and Loguidice
Joe Cimino	CHA
<b>Deb Donohue</b>	<b>Washington County DPW</b>
<b>Jeff Flagg</b>	<b>City of Glens Falls</b>
<b>Allison Gaddy</b>	<b>Lake Champlain–Lake George Regional Planning Board</b>
<b>Kevin Hajos</b>	<b>Warren County DPW</b>
Steve Godlewski	Creighton Manning
Maiken Holmes	Warren County DPW
<b>Wayne LaMothe</b>	<b>Warren County Planning Department</b>
Nicole McGrath	Federal Highway Administration
<b>Laura Oswald</b>	<b>Washington County EDC</b>
<b>Bob Rice</b>	<b>NYS DOT Region 1</b>
John Strough	Supervisor, Town of Queensbury
Dan Rourke	Barton and Loguidice
<b>Mike Valentine</b>	<b>Saratoga County Planning Department</b>
Lisa Wallin	MJ ELS
Greg Wichser	NYS DOT Region 1
Tim Zinn	Washington County DPW
<b>Staff</b>	
Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

1. **Welcome / Municipal Roll Call** – Aaron opened the meeting at 10:01 and listed participants.
2. **Visitor Issues** – no visitors present.
3. **Administrative Items**
  - A. Approval of June 2021 meeting minutes – **a motion was made to accept the draft minutes of the June 9, 2021 Planning Committee meeting as final.**

*Moved by: Mike Valentine*

*Seconded by: Bob Rice*

*Minutes approved*

- B. Host Agency contract renewal – Aaron reported that NYS DOT has informed him that the Host Agency Contracts are currently being drafted. Aaron is unsure of the duration of the new agreements; the previous version was for ten years. Staff recommendation is to continue with LC-LGRP; their reorganization has been very beneficial to A/GFTC

through shared staffing and on-time bill payment. Elizabeth Gilles, the Executive Director of LC-LGRP, has expressed mutual interest in a continuation of the agreement. **A motion was made to recommend to the A/GFTC Policy Committee that it request to LC-LGRP that it continues as A/GFTC's administrative Host Agency.**

*Moved by: Laura Oswald*

*Seconded by: Mike Valentine*

*Motion carried*

- C. Adoption of NYSDOT Safety Performance Targets - 2022 Update - Aaron reported that NYSDOT has issued revised Safety Planning Targets for consideration for adoption by the MPOs. As in the past, A/GFTC has the option of formulating its own targets or adopting those developed by the State. Prior A/GFTC actions have been to adopt the State targets. Staff recommendation is to continue this practice. **A motion was made to adopt NYS's safety performance targets.**

*Moved by: Stu Baker*

*Seconded by: Laura Oswald*

*Motion carried*

- D. GGFT Safety Targets - Aaron reported that a Public Transportation Agency Safety Plan is a required product of GGFT per federal transportation law. GGFT's PTASP was produced in 2020; there are no changes to this annual update. A/GFTC is asked to reaffirm its concurrence with GGFT's safety targets. **A motion was made to adopt GGFT's safety performance targets.**

*Moved by: Mike Valentine*

*Seconded by: Laura Oswald*

*Motion carried*

- E. Public Participation Plan update - Aaron initiated discussion. Given recent experiences, some inconsistencies discovered through implementation, and challenges associated with Covid-19 protocols, A/GFTC staff has taken the initiative to revise its public participation plan. Major changes include further distinction of A/GFTC staff and consultant activity efforts, a formalization of procedures for submitting and accepting public comments, and enhanced parameters for acceptable public comment content. Balloting to process A/GFTC action items is eliminated. **A motion was made to approve the draft Public Participation Plan update for a 45-day public comment period prior to Policy Committee consideration.**

*Moved by: Kevin Hajos*

*Seconded by: Bob Rice*

*Motion carried*

4. **Public Transportation Update** – Aaron noted that the GGFT report and the summary bikeshare data were emailed to voting members and their representatives in advance of the meeting. There was no ensuing discussion.

5. **UPWP**

A. Projects

- 1) Chestertown pedestrian connection - acceptance as final – Aaron reported that the draft document produced by Creighton Manning was emailed to this committee last week. The summary recommendation is that should the Town choose to address the pedestrian accommodation deficiency along Route 9 between the hamlet and the Chester / Horicon Health Center, the recommended mitigation is for a 5' wide sidewalk along the east side of the road south to the insurance agency driveway, a midblock crossing between Village Auto Repair and Extra Room Storage, and then a 5'ft wide sidewalk

continuing on the west side from the midblock crossing south to the health center. Estimated costs including lighting, landscaping, access modifications, design and contingencies is \$755,000. The concept was presented to Chester Town Board on June 8 during its monthly meeting; no objections were voiced during that meeting. This project has been the subject of repeated opposition from one -outspoken individual; those comments have been included in full in the Appendix. **A motion was made to accept the document as final.**

*Moved by: Stu Baker*

*Seconded by: Bob Rice*

*Minutes approved*

- 2) Glen Street intersections – pedestrian access improvements – Aaron reported that Barton and Loguidice has completed a first draft of the pedestrian access review of the Bay / Glen and Sherman / Glen intersections. Cameras were installed to observe pedestrian behavior and to help formulate recommendations. Staff has reviewed the draft and discussed some of the concepts with B&L; a revised draft will be shared with Mayor Hall once it is complete. Mike Valentine asked where the public comment on this study had originated; Aaron replied that Mayor Hall had received a letter from a local doctor citing concerns with vehicular non-compliance with crossing pedestrians. Allison Gaddy noted experiences with long signal wait times at the Bay street intersection. Aaron replied that signal timing and cycle length wasn't a specific focus of the recommendations. Allison also noted seemingly excessive jaywalking at the intersection.
- 3) Trail system sign inventory – Aaron reported that this project is underway. The Warren County Bikeway section is complete – 382 signs have been photographed, labeled by type, flagged if necessary with concerns, and assigned GPS coordinates using an app provided by Warren County Planning Dept. Work will continue to inventory signs on the Feeder Canal Trail and Betar Byway.
- 4) Greenwich zoning and code review – Jack that the draft zoning has been completed by Chazen and is ready for public input. A public open house to review the draft is supposed be held on Friday, August 13 pending weather. Following incorporation of comments into a revised draft, Chazen will prepare the SEQRA environmental assessment form to turn over to the Village, that will then be responsible to conduct its own local process (with staff assistance) to process zoning changes. Jack referred meeting participants to our website to see Chazen's summary document on the zoning changes.
- 5) Salem pedestrian connections – Jack reported that the kickoff meeting was held on June 30. Chazen is also working on this project and is currently collecting existing conditions data. The second advisory committee meeting is anticipated to be held in September. Laura Oswald noted that Paul Cummings was part of Chazen's team and has left to pursue other opportunities. Jack replied that Norabelle Greenberger would be leading the project. She has extensive experience and contact in Washington County and we are confident that the project is in good hands.
- 6) Greenwich / North Road multi-use trail – Jack reported that staff met with Supervisor War on July 7 to review scope and schedule. The Town is requesting a feasibility assessment and conceptual design for a multi-use path along North Road from the Village boundary to the Town-owned Thunder Mountain Recreation Area. Staff will conduct most of the analysis, with Barton & Loguidice providing engineering assistance and support.

7) New TPEA program requests

- a. Carey Road Industrial park – Aaron reported that Warren County DPW has requested a consultant analysis of traffic conditions at the Carey Road industrial park access points – this would include traffic and pedestrian counts, existing employment density, signal warrant analyses, buildout forecasts, and mitigations. Kevin Hajos added that since the Town approved the park in the early 2000s, development has continued and traffic has been increasing. A pedestrian fatality occurred in the vicinity last winter. The County is looking to quantify traffic changes and trip generation scenarios. Mike Valentine asked where the request for this effort originated; Aaron replied that the request came from Warren County DPW.
- b. Union / Goodwin Trip Generation – Aaron reported that the City of Glens Falls has requested a trip generation analysis for the proposed apartment complex to be sited between Union Street and Goodwin Avenue between Glen And Bay Streets – this is fairly simple work that typically requires some engineering judgment so we will direct this request as well towards our engineering assistance program. In response to a question from Mike Valentine, Aaron affirmed that this request was basically for a third-party analysis of materials submitted by the developer to the Planning Board – those materials have not been provided as of yet.

B. UPWP Amendment

- 1) Financial revision – Aaron reported that he overestimated the carryover balance by \$9,483 when compiling the UPWP budget. The FTA carryover was underestimated by \$1,884, yielding a net discrepancy of -\$7,599. I would like to correct the budget tables moving forward so that we are not carrying false balances that need to be reconciled later. The only way to do that presently is to amend the UPWP, which requires a 30-day public comment period Policy Committee action. The proposed summary budget tables that show the categorical adjustments were emailed to voting members and representatives last week. Changes proposed:
  - Reduce payment ceiling to GGFT for shared staff resources from \$10,000 to \$5,000 (these funds are presently unbilled at ½ through the year, so \$5,000 is effectively the remaining balance) – GGFT has been consulted on this change
  - Transfer \$5,000 savings plus \$1,884 of positive carryover balance to Host Agency fees
  - Transfer \$6,884 of FHWA Host Agency to FHWA Contractual, leaving net change from approved UPWP contractual at -\$2,599
- 2) Task revision – Aaron reported that in addition to changing the narrative to reflect the revised GGFT payment ceiling, the distinct project listing for the Bay / Glen intersection has been dropped for consistency with the PPP – the scale of this exercise does not suggest that a major planning study is warranted (more of a technical analysis).
- 3) Approve for release for public comment – In response to a question from Mike Valentine, Aaron replied that the next scheduled Policy Committee meeting was September 15. Mike also asked what variables impacted budget forecasting. Aaron replied that the major unknown was remaining balances on projects that carry over from one State Fiscal Year to the next, but that most expenditures

are known. **A motion was made to approve the draft UPWP amendment for a 30-day public comment period in advance of Policy Committee consideration.**

*Moved by: Mike Valentine*

*Seconded by: Stu Baker*

*Motion carried*

**6. TIP Updates from project sponsors**

- 1) Warren County – Maiken Holmes reported on the progress of several projects (see attached list)
- 2) Washington County - Tim Zinn reported on the progress of the Shushan bridge rehabilitation, CR 35/36 paving, and Church Street over the Mettawee bridge replacement projects. Tim noted that there a livestream camera for the Church Street project that was available at the County’s website.
- 3) Saratoga County – Mike Valentine reported that a detour was in place to facilitate the replacement of the CR 31 culvert channeling the Snook Kill. Reopening of the road is anticipated for the end of October.
- 4) City of Glens Falls – Jeff Flagg had nothing new to report. Aaron noted that the Dix Avenue pavement project appeared to positively address a couple of long-standing pedestrian access issues identified through previous planning studies.
- 5) NYSDOT – Bob Rice reported that the Exit 17 project has been awarded to Kubricky Construction. Greg Wichser added notes on the Routes 8 and 9L paving projects.

**7. TIP Amendments –**

- A. Washington County 170 – CR 74 over Fly Creek (Easton) , Hickory Hill Road over Camden Valley Creek (Salem) – Aaron introduced the topic. Due to the physical condition of one of the structures and the need to repair it quickly, Washington County has decided it is in their best interest to design these in-house and is therefore requesting that this project is deleted from the TIP. Adding or removing as project from the TIP requires a public comment opportunity and Policy Committee action. **A motion to open removal of WAS 170 to public comment prior to Policy Committee consideration.**

*Moved by: Mike Valentine*

*Seconded by: Laura Oswald*

*Motion carried*

- B. NYSDOT paving setaside (REG 117) – Aaron reported that NYSDOT is requesting to add \$6.900M to its regional paving setaside to facilitate paving of five sections of NYS highways: Route 9L between Pilot Knob and Cleverdale, Route 9N between Streeter Hill and Essex County, Route 4 between Hudson Falls and Kingsbury Road; Route 4 between Route 22 and the Village of Whitehall, and Route 22 between Routes 40 and 4. Project elements over \$1.0 m require a public comment opportunity and Policy Committee action. Greg Wichser added that DOT’s Main Office asset management teams awarded projects such as these to the DOT Regions to supplement preservation efforts. Laura Oswald asked if there was going to be any width added to the Route 4 project north of NYS 22 to accommodate temporary routing of the Empire State Trail, citing complaints from professional bicyclists regarding the dangerous characteristics of the roadway. Greg Wichser replied that those operating needs would be considered.

**A motion was made to open this request for public comment in advance of Policy Committee consideration.**

*Moved by: Laura Oswald*

*Seconded by: Mike Valentine*

*Motion carried*

- C. Schedule adjustments – Aaron introduced the topic. NYSDOT has asked our local project sponsors to consider current project schedules with respect to anticipated obligation dates. Projects at risk of not being delivered during the currently programmed obligation years should be moved to the following Federal Fiscal Years. A project-by-project discussion ensued with concurrence on moves established. Bob and Greg expressed their appreciation for the timely review of delivery schedules.
- 8. Other Items of Interest** – Aaron initiated a discussion on the recommended continuation of A/GFTC’s virtual meetings. The expiration of State orders allowing for remote public meetings have compelled many governmental entities to resume in-person meetings. Our experience with virtual meetings suggest that participation and access have improved and staff recommendation is to continue with those. Covid-19 transmission rates appear to be heading in the wrong direction. Meeting in-person appears to entail unnecessary risk, not commensurate with MPO responsibilities. As supplemental information in support of that recommendation, an advisory opinion issued to CDTC by the Committee on Open Government states that MPOs are not subject to NYS’s Open Meetings Law. Laura Oswald agreed that the current format was more efficient. No objections to this approach were stated.
- 9. Next Meeting and Adjourn** – Aaron reported on the dates of the next meetings – September 15 (Policy Committee) and November 10 (Planning Committee). **A motion was made to adjourn the meeting at 11:22.**

*Moved by: Stu Baker*

*Seconded by: Mike Valentine*

*Meeting adjourned.*

**Warren County Federal- Aid Projects Update**  
**AGFTC Planning Committee Meeting**  
August 11, 2021

**PIN 1755.27 – Middleton Bridge over Schroon River**

- Section 4(f) Individual Evaluation underway
- Awaiting approval from FHWA for 2<sup>nd</sup> PE Time Extension request

**PIN 1757.27 – South Johnsbury Road (CR 57) over Mill Creek**

- ROW acquisitions in process
- Anticipate letting in late 2021

**PIN 1759.28 – Palisades Road (CR 26) over Brant Lake Inlet**

- Construction to begin fall of 2021 with completion in spring of 2022

**PIN 1761.23 Bay Road (CR 7) over Halfway Creek Bridge Replacement (Bridge NY)**

- Progressing PS&E Plans
- Utilities coordination continues

**PIN 1761.43 Johnsbury Bridge Replacements (Dippikill Road and Glen Creek Road over Glen Creek)**

- ROW underway

**PIN 1761.44 Olmstedville (CR 19) Reconstruction**

- ROW and utility coordination continue

**PIN 1761.45 Oxbow-Moon Hill Road (CR 63) Reconstruction**

- Construction to begin 8/16/2021 (Kubricky Construction)
- Construction completion anticipated Fall 2021

**PIN 1761.46 East River Road (CR16) and Call Street (CR32) Rehabilitation**

- Construction begins today with completion by October 31, 2021

**PIN 1761.47 Quaker Road (CR 70/47) Pavement Preservation**

- No updates

**100% NYS Funded Culvert NY Projects**

- PIN 1761.07 Horicon Avenue (CR 11) over Finkle Brook – Finalizing Award Package (Galusha)
- PIN 1761.08 Call Street (CR 32) over Bennie Brook – Contractor Award will be finalized 8/20(Carver) anticipate work to be completed Fall 2021.
- PIN 1761.12 13<sup>th</sup> Lake Road over Unnamed Watercourse – Construction to begin 8/16 (BP Excavating)