

Meeting Minutes - A/GFTC Planning Committee

Wednesday May 18, 2022 – 1:30 PM

1. **Welcome / Municipal Roll Call** – Aaron Frankenfeld initiated the meeting at 1:33 and acknowledged the following participants (voting members shown in bold):

Stuart Baker

Tom Baird

Dan Barusch

Chris Cate

Joe Cimino

Ed Doughney

Aaron Frankenfeld

Allison Gaddy

Maiken Holmes

Shelly Johnston

Wayne LaMothe

Jack Mance

Laura Oswald

Chris Round

Dan Rourke

Laura Sanda

Ayla Schermer

John Strough

Mike Valentine

Greg Wichser

Tim Zinn

Town of Queensbury

Barton & Loguidice

Town of Lake George

McFarland-Johnson

CHA

Warren County Department of Public Works

A/GFTC

Lake Champlain – Lake George Regional Planning Board

Warren County Department of Public Works

Creighton Manning

Warren County Planning Department

A/GFTC

Washington County EDC

LaBella Associates

Barton & Loguidice

McFarland-Johnson

Federal Transit Administration

Supervisor, Town of Queensbury, Chairman, A/GFTC

Saratoga County Planning Department

NYS Department of Transportation

Washington County Department of Public Works

2. **Visitor Issues**

3. **Administration**

- A. Approval of April 2022 meeting minutes - Aaron reported that the draft minutes from April 27 were distributed to participants for review with no comments received

A motion was made to approve the minutes of the April 2022 meeting as final.

Moved by: Ed Doughney

Seconded by: Laura Oswald

Minutes approved

- B. UPWP Budget Reconciliation – Aaron reported that the draft revised budget tables for the UPWP were sent around on Monday and proceeded to detail the proposed changes, including the reprogramming of (1) additional \$19,561 FHWA funds from the prior year, (2) additional \$6,831 funds from FTA Grant 31, (3) and a revised apportionment of an additional \$8,416 in FTA Grant 32. Per the adopting resolution in the current UPWP, the Planning Committee has the authority to make budgetary corrections to the UPWP resulting from revised balances.

A motion was made to approve the revised 2022-23 UPWP budget tables.

Moved by: Mike Valentine

Seconded by: Stu baker

Revised budget approved

- C. Environmental Justice assessment update – Jack Mance clarified the focus of the document, that being a review of A/GFTC planning and programming activities to ensure that low-income and minority population areas are receiving equitable treatment through our processes. This update relies on some new data sources that will hopefully provide some regional consistency amongst the counties. Mike Valentine asked about future updates and where from those would originate; Jack responded that staff would be responsible for updating the local program information while keeping watch on new external data availability. Laura Oswald noted that varying data sources usually do not ‘match’ and asked if there was a prescribed methodology; Jack affirmed that there was not a data source requirement.

4. Transit updates

- A. GGFT report – no report
- B. GGFT Performance Targets 2022 –Aaron reported on the proposed GGFT Performance Targets for FFY 21-22 and stated that these are required to be endorsed the MPO. Mike Valentine asked for staff’s opinion on the proposed targets; Aaron responded that they were reasonable and achievable given GGFT’s history of prudent fiscal management coupled with available federal resources.

A motion was made to endorse GGFT’s Performance Targets for 2022.

Moved by: Stu Baker

Seconded by: Mike Valentine

Motion carried

- C. FTA 5310 application reviews – Jack Mance reported on the selection process. The rating and scoring of the FTA 5310 applications has been completed and submitted on-time to NYSDOT, with thanks extended to the selection committee. Three applications were received with total amount requested of about \$340,000 in federal funds; that total was less than \$404,000 available to the A/GFTC area. The scoring committee recommended full funding awards to all three applications, with the balance carried forward to future solicitations. These projects constitute new project additions to the TIP and therefore must be made available for public review and comment prior to being formally added to the TIP. The three applications received were from the Kingsbury Senior Center (purchase one 11-passenger vehicle), Battenkill Community Services (purchase four 7-passenger vehicles), and the Moreau Community Center (replace one vehicle with one 16-passenger vehicle).

A motion was made to open the public comment period for the three FTA 5310 project awards.

Moved by: Laura Oswald

Seconded by: Mike Valentine

Motion carried

Jack also reported on the issue of an outstanding \$40,000 in COVID-related operational relief funds that were made available within the 5310 solicitation. No organization within the A/GFTC area requested these funds, so the original balance remains. The scoring committee has expressed concern that the availability of these funds may have been somewhat unknown to potential applicants and is also concerned about what might happen to unspent funds. There is no immediate need to surrender these funds as they are underprogrammed in other area in NYS as well. Staff will continue to monitor discussions on this issue. In response to a question from Mike Valentine, staff clarified that this funding was made available to the same universe of potential FTA 5310 applicants (generally private not-for-profit human services agencies) with no requests received.

5. Unified Planning Work Program – ongoing projects

- A. Salem pedestrian improvements plan – Jack reported that the draft report is complete. The project steering committee met on 5/11 to review the draft. The LaBella Associates is making revisions to the concept plan; once complete the

document will be made available for public comment. Jack noted that there was discussion of an increased physical scope for the project that was initially declined by staff. Jack reported that the draft report looks very good.

- B. NYSERDA project – Town of Queensbury – Jack reported that the RFP for this project was publicized and generated two responses, one from GPI and one from AKRF and B&L. Both were within target costs. The proposals are currently being evaluated.
- C. Coordinated Human Services Transportation Plan – Jack reported that the document update cycle for this is once every four years. Staff work has begun on updated demographic and mapping, narrative revisions, and a draft survey. Once the survey is finalized, we will coordinate the outreach with GGFT staff to utilize their experience and relationships with the human service agencies.
- D. Rural Workforce Transportation Plan – Jack reported on this collaborative effort with LC-LGRPB. It will be an update to the rural mobility plan with a focus on employment access. The draft scope is being refined. Warren County Planning was able to facilitate access to a data license that will enhance employment data.
- E. Carey Road access analysis – Aaron reported that Creighton Manning has produced a draft report that has been circulated for steering committee review. Committee comments were requested back today; CM plans to present the report to the County’s public works committee on May 24th.
- F. Brant Lake pedestrian improvements – Aaron met with Horicon Town Supervisor Mike Geraci recently to confirm the Town’s interest in pursuing the Mill Pond pedestrian safety access improvement concept that was included in the UPWP; in addition the Town would like to include a conceptual design for a pedestrian loop around the pond; both of those concepts were included in the town’s First Wilderness Plan. Work will start on this plan during this summer.
- G. New City of Glens Falls projects - Aaron reported that as discussed at the last meeting, the City of Glens Falls has requested two new planning projects: (1) a pedestrian safety analysis of the Glen Street / Sanford Street / Grant Avenue school crossing, and (2) conceptual design for potential bicycling-related improvements to be incorporated in the City’s project to resurface Maple Street from downtown eastward. Creighton Manning and Barton & Loguidice each submitted a letter of interest for each project; all have been shared with relevant City officials and we hope to have the consultants on board by next week. Allison Gaddy asked if the Safe Routes to School program was still in place; NYSDOT staff responded that that program had been rolled in to Transportation Alternatives.
- H. Other activities

6. Transportation Improvement Program

- A. Project sponsor updates
 - 1) Warren County – Ed Doughney reported on the South Johnsburg Road bridge, Palisades Road over Brant Lake, Bay Road over Halfway Creek bridge, Johnsburg bridges over Glen Creek replacements; Olmstedville Road reconstruction, Oxbow Hill / Moon Hill pavement, East River / Call Street pavement, Quaker Road pavement rehabilitation, and Culvert NY projects.
 - 2) Washington County – Tim Zinn reported on the Church Street over the Mettawee River bridge replacement. Shushan Bridge over the Battenkill rehabilitation, and CR 36/36 pavement preservation, and CR 37 pavement preservation, and CR 61 bridge replacement projects.
 - 3) Saratoga County – Mike Valentine reported that all previous projects were completed, with the CR 24 culvert rolling in to the new TIP.
 - 4) NYSDOT – Greg Wichser reported on the Exit 17 bridge replacement and interchange modifications and Exit 24 bridge replacement projects.
- B. TIP Update
 - 1) Draft project listings – Aaron reported that the draft TIP project listings were sent to this committee last week. Those project lists were developed in

consultation with NYSDOT and the local project sponsors and represent the most up-to-date balance of project sponsor priorities with available program capacity. The local program approach was to award the sponsors with small asks their projects first and then split the remaining funds between Warren and Washington County, taking turns until the program cap was met. As I understand it there a couple of projects in the draft roster, one from each county, that could see significant cost reductions. In the event that those are realized, we've added each County's next priority project that couldn't be programmed in the 5-year window to the post-TIP column and modified the TIP amendment procedures to allow those next projects in to be rolled in to the five year period with Planning Committee action. Project sponsors have expressed concurrence that this is an acceptable roster of projects given the limits of the available program.

- 2) Document status / approval sequencing – Aaron reported that there have been variations in timing throughout the State on TIP development milestones. We have been informed by NYSDOT that MPO approvals of TIPs are requested by 8/18/22 in order to meet a proposed federal approval effective date of 11/1/2022. Staff work remains on the TIP – the narrative needs to be updated to include a disposition of previously programmed projects, a fiscal constraint table needs to be developed, and we are awaiting the draft conformity determination from CDTC. The preferred solution to address this timetable would appear to be to have our Policy Committee release the draft for public comment at its June 15 meeting (that meeting date cannot slide for issues of time-sensitivity on other matters) and delegate final approval back to the Planning Committee at a July or August meeting. In response to a question from Laura regarding the FTA 5310 projects previously discussed, Aaron responded that those projects would be amended in to the current TIP rather than appear in the upcoming one.

A motion was made to refer consideration of release of the draft TIP to the Policy Committee for action at its June meeting

Moved by: Ed Doughney

Seconded by: Mike Valentine

Motion carried

- C. TIP Amendment request – NYSDOT – I87 resurfacing – add funds / advance schedule – Aaron reported that per the attachment sent last week, NYSDOT is requesting an additional \$1.830M as a well as a schedule advancement for obligation in the current FFY for the I-87 resurfacing project from Exit 16 north to the Hudson River. Greg Wichser noted that the increases were attributable to increasing oil and asphalt prices as well as additional guiderail. In response to a question from Mike Valentine, Aaron replied that the project was being advanced for an obligation in FFY 21-22 rather than FFY 22-23. Given the amount requested, action today would be limited to releasing the request for public comment in advance of Policy Committee consideration; the Policy Committee will be asked to conditionally approve it as the meeting will be held prior to a 30-day comment period expiring.

A motion was made to approve the TIP amendment request for project 172271 for release for public comment in advance of Policy Committee consideration for approval

Moved by: Mike Valentine

Seconded by: Ed Doughney

Motion carried

7. **Other items of interest – NOFO for SS4A** – Aaron reported the recent webinars outlining the Safe Streets For All federal project solicitation. There has been some interest expressed in attempting to secure funding for a Comprehensive Safety Action Plan. The true value to A/GFTC would be realized if this were a regional plan focusing on multimodal hotspots

throughout the three counties. MPOs are eligible applicants but A/GFTC has no non-federal funds for a 20% match, so that match would have to come from local in-kind and local cash. The estimated price tag would be in the hundreds of thousands, creating a large match responsibility. Staff time is also at a premium this year. Allison Gaddy noted local increases in bicycle and pedestrian crashes. Ed Doughney asked if there was a completed plan available for reference; Aaron replied that he hadn't seen one yet. Wayne LaMothe asked about the application date; Aaron replied that the deadline was in the September 2022. Laura Oswald asked about the future availability of implementation funds; Aaron replied that the program was structured to follow development of the action plans with later rounds for design and implementation. *(Note – the program is funded nationally at \$1B annually for each of the next five years)*. Ed Doughney suggested a regional collaboration of stakeholders could help to offset local match requirements. Mike Valentine asked about the applicability of involving economic development organizations for involvement. Jack Mance suggested that given those estimated costs, the plan should be region-wide rather than just focused on the urban area.

Greg Wichser announced that Dave Rettig had retired recently; Brian Kelly, former Regional Director of NYSDOT Region 6, will be assuming Mr. Rettig's responsibilities.

**8. Next Meeting and Adjourn – Policy Committee – June 15
Planning Committee – July 20**

A motion was adjourn the meeting at 2:56 PM.

Moved by: Mike Valentine

Seconded by: Ed Doughney

Motion carried