

Meeting minutes - A/GFTC Planning Committee meeting

Remote Access via Zoom

Wednesday, January 18, 2023 10:30 AM

1. **Welcome / Acknowledgment of Attendees** – Aaron initiated the meeting at 10:30 and listed the following attendees:

Stu Baker	Town of Queensbury Community Development
Dan Barusch	Town of Lake George Planning and Zoning
Chris Cate	McFarland Johnson, Inc
Allison Gaddy	Lake Champlain – Lake George Regional Planning Board
Chris Geroux	Creighton Manning
Norabelle Greenberger	LaBella Associates
Maiken Holmes	Warren County Department of Public Works
Kelley Kircher	NYS DOR Region 1
Kim Lambert	Saratoga County Planning
Wayne LaMothe	Warren County Planning
Zachary Luckin	Federal Transit Administration
Felicia Lynn	
Laura Oswald	Washington County Economic Development Council
Dan Rourke	Barton & Loguidice
Scott Sopczyk	Greater Glens Falls Transit
John Strough	Town of Queensbury
Lisa Wallin	MJ ELS
Greg Wichser	NYS DOT Region 1
Tim Zinn	Washington County Department of Public Works
Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

2. **Visitor Issues** – no visitors present.

3. **Administrative Items**

- A. Approval of December 2022 meeting minutes – draft minutes of the December meeting were distributed to participants for comments – minor corrections were noted and received.

A motion was made to approve the draft minutes as final.

Moved by: Maiken Holmes

Seconded by: Stu Baker

Minutes approved.

- B. 2023 draft meeting schedule – Aaron referenced the initial meeting list, largely driven by administrative deadlines for the UPWP and Long Range Plan, that was sent out last week. There was no additional discussion.

4. **Transit**

- A. GGFT Report – Scott Sopczyk reported on ongoing GGFT activities. Staffing challenges continue; a temporary service reduction was necessary due to a driver shortage but a new driver has been hired and full service should be restored by February. There is also a shortage of maintenance staff; CDTA has been providing

assistance. An order has been placed for two new transit buses; delivery is expected in November 2023. A lift replacement has been designed but is still ongoing.

- B. TAM – Scott summarized the proposed GGFT performance targets (updated annually) for Transit Asset Management and noted that MPO endorsement was necessary. Stu Baker asked if this was a Policy Committee or Planning Committee action. Aaron replied that the Policy Committee had delegated all performance measure decisions to the Planning Committee via resolution.

A motion was made to endorse GGFT's performance targets.

Moved by: Stu Baker

Seconded by: Wayne LaMothe

Motion carried.

5. Unified Planning Work Program

- A. Staff report for ongoing and recently completed projects – Aaron reported on the following activities:
- The Glen / Sanford / Grant pedestrian safety intersection study has been revised to incorporate comments and completed to the City's satisfaction.

A motion was made to accept the study as final.

Moved by: Maiken Holmes

Seconded by: Laura Oswald

Motion carried.

- The public comment period on the Mill Pond Pedestrian Improvements study has closed; three fairly substantial comments were received, largely in support of pedestrian improvements of some kind but generally opposed to parking improvements. The study team will reconvene to discuss how to address those. Allison Gaddy asked about the source of those comments. Aaron replied that it was one business owner and two local families. In addition, Supervisor Geraci has indicated that Town Board members shared similar concerns with him.
- Maple Street bicycling improvements – Aaron met with the project manager from Creighton Manning to review staff comments and discuss next steps. Initial results will be shared with the Bike Glens Falls advocacy group prior to public release of the draft report.

Jack Mance reported on the following items:

- White Creek Town Hall Pedestrian and Parking Analysis - Received two letters of interest, one from B&L and one from CME. These have been distributed to the Town Supervisor and County Planning – once they have a chance to review we should be able to select a consultant by the end of next week.
- Queensbury ASCT: Had a project meeting on January 11. The initial modeling analysis has been completed. The consultant modeled both a traditional coordinated signal timing system and the new adaptive signal control system for three clusters of traffic lights – the first is from the Queensbury Schools to Route 9 including the Northway Exit 19 and the mall, the second cluster is from Lafayette to Ridge, and the third is from Quaker Ridge/Walmart to River Street. Overall, the analysis indicated that upgrading to coordinated signals would benefit all three clusters. Signal cluster 1 (the Exit 19 area) would also have further significant improvement under an adaptive system. The next steps are to roll out this info to the Town Board and then hold a public information session, hopefully in February. After comments are received, there will be a second workshop meeting to allow the Town Board, NYSDOT, and the County to discuss the recommendations with the context of the public comments. The report itself is scheduled to be completed by May. Stu Baker confirmed that the Town Board workshop has been scheduled for Friday 1/20 at 3 PM. Maiken

Holmes asked about constructability differences between the two alternatives. Jack replied that the differences were largely operational and maintenance-related. Maiken replied that the concern was with the pending Quaker Road improvements that the County was actively trying to begin construction. Jack replied that Kevin Hajos had been participating and was aware of the scope of the proposed alternatives. Jack also noted that the section of Quaker Road slated for repairs was the section that would benefit the least from signal improvements. Stu Baker added that any implementation of signal improvements was likely years away. Jack added that a project like this would be a very viable candidate for the Carbon Reduction Program.

- Rural Workforce Mobility Plan: Met yesterday to discuss the findings from the surveys for employees (~200 received) and employers (~20 received). Five stakeholder input sessions are being hosted by the RPB at the end of the month into February. Once that input is received, we'll be looking to develop recommendations and put together the draft of the plan. There is no specific timetable for this plan but it should be wrapping up in late spring or early summer.
- EV Charging: staff is continuing to complete a draft plan – no changes from December.
- Jack will be participating in the formulation of the State's Highway Safety Plan update.

B. Draft 2023-24 UPWP

1) Program summary – Aaron reported that the initial program summary was discussed at the last meeting and an update was emailed yesterday. The updated financial balances to account for an additional month of expenditures yield slightly less by way of carryover. As discussed at the last meeting, all new project requests that were noted have been included at least for initiation through some combination of staff, LC-LGRP staff, NYSDOT staff, and consultant assistance and municipal match:

- Glens Falls HS/MS circulation study
- Fort Ann complete streets connection
- Village of Fort Edward trail connection
- Glens Falls sidewalk / paving data
- Village of Argyle pedestrian improvement plan
- Hudson Avenue pedestrian crossings, Glens Falls
- Town and Village of Greenwich bicycle and pedestrian plan
- Village of Cambridge / 313 traffic study
- Warrensburg / Main Street corridor study
- Only major structural change from past UPWPs is the elimination of the travel demand modeling tasks; we haven't used our model in years and it doesn't factor in to our MPO decision-making processes.

Laura Oswald noted that the Village of Cambridge did receive a partial award through the CFA for the 313 project. Aaron replied that we would coordinate with the Village to see if there were remaining tasks that A/GFTC could offset. Laura also noted that the Village of Fort Edward was awarded funds through CDBG for planning near the old fort area, which is near the area where the trail connection is proposed. Wayne LaMothe requested A/GFTC staff participation in County efforts to analyze Warren County Bikeway intersections as well as the Northern Borders grant award to improve connectivity between the regional

trail systems. Aaron replied that he would amend the task at the County's direction and requested that Wayne send a quick listing of the proposed tasks.

2) Consideration of release for public comment:

A motion was made for release for 30 day public comment period prior to Policy Committee consideration, with the changes requested by Wayne LaMothe.

Moved by: Wayne LaMothe

Seconded by: Laura Oswald

Motion carried.

(Note – following the meeting, it was decided among staff at A/GFTC and Warren County that the existing task listing was sufficient to allow for this work and no specific new notation was required).

C. 2022-23 UPWP Amendments

- 1) Complete Streets PL setaside – Aaron reported on the requested amendment to remove \$10,338 from last year's PL balance, add the same amount in Safe and Accessible Transportation Options setaside, and identify completion of the Salem Pedestrian Improvements Study as the candidate project for those specific funds.

A motion was made to release the proposed amendment for a 30-day public comment period prior to Policy Committee consideration.

Moved by: Laura Oswald

Seconded by: Maiken Holmes

Motion carried.

- 2) Glens Falls MS / HS circulation study – amendment would accelerate the 23-24 UPWP project in to this current SFY to allow data collection to begin during winter conditions when more vehicles are attempting to access the campus area.

A motion was made to release the proposed amendment for a 30-day public comment period prior to Policy Committee consideration.

Moved by: Wayne LaMothe

Seconded by: Stu Baker

Motion carried.

6. Transportation Improvement Program

A. Project sponsor updates

- 1) Warren County – Maiken Holmes reported that all projects were in winter shutdown, but the County was still waiting for federal authorization for Quaker Road. Aaron noted that a STIP discrepancy related to the project had been corrected yesterday. Greg Wichser stated that federal authorization would be requested today.
- 2) Washington County – Tim Zinn reported that the ribbon-cutting for the Shushan bridge repairs was held last Tuesday. Burgoyne Avenue pavement is under design, and consultant agreement has been completed for the Batten-Dugan bridge.
- 3) Saratoga County – Kim Lambert state that there was no new report.
- 4) City of Glens Falls – not present.
- 5) NYSDOT – Greg Wichser reported that Exit 17 was not fully complete yet but would be wrapped up in the spring. Work on I-87 over Route 9 is also shut down for the winter but will resume next season.

B. TIP Amendments and modifications

- 1) Lakeshore Drive (NYS 9N) – Town of Lake George – Aaron reported that The Town of Lake George is requesting to add a preliminary design phase for an improvement project for Route 9N between the Village of Lake George and Hearthstone Point campground. The Town of Lake George is assuming liability for the non-federal match for the project despite this being a State highway.

Funds used will be derived from A/GFTC's FFY 21-22 formula suballocation of Carbon Reduction Program funds, to date unassigned. Request is for \$200,000 federal. Maiken Holmes asked about the proposed scope of the project. Dan Barusch replied that this project has been under development at the Town for a couple of years and includes possible realignment, stormwater modifications, and hopefully an addition of a multi-use path on the landward side of the road. Formalized transit stops may also be included. Work on the water line and the sewer main is also anticipated, possibly removing upwards of 500 private properties from private septic service. Greg Wichser added that starting design sets the project up for potential consideration with impending discretionary programs.

A motion was made to release the proposed amendment for a 30-day public comment period prior to Policy Committee consideration.

Moved by: Maiken Holmes

Seconded by: Wayne LaMothe

Motion carried.

- 2) Bridge NY projects – Aaron reported that A/GFTC staff had received one Bridge NY application from Warren County (Hudson Street over Mill Creek, Johnsbury) and one from Washington County (County Route 3 over Mill Brook, Putnam). The total amount requested for these two projects (both are previous TIP applications) is within provided formula amount, greatly simplifying the review process. The applicants provided significant back up in the form of inspection reports and prior analysis. Greg Wichser noted that this was the first time that the Region was administering the process rather than having it be a Statewide distribution; it looks as though this new process went smoothly and comments on how to improve the process moving forward would be entertained. Greg thanked the participants for prioritizing this effort. Aaron noted that he had been contacted by a consultant working on behalf of one of the towns inquiring about the deadline which had expired. Aaron was able to confirm that the sponsoring municipality's Supervisor and Highway Superintendent were included on the outreach and should have been aware of the deadline and that no late application would be accepted.

A motion was made to release the proposed amendment to add these two projects for a 30-day public comment period prior to Policy Committee consideration.

Moved by: Wayne LaMothe

Seconded by: Laura Oswald

Motion carried.

- 3) Commitment list – schedule changes – Aaron reported that Washington County DPW had identified a number of discrepancies between STIOP listings and their own project schedules. Aaron asked if other municipalities had observed differences. Greg Wichser reported that the new STIP is now live and able to be edited. Schedules could now be adjusted for FFY 23. Aaron asked if staff would receive a list of TIP / STIP changes from NYSDOT. Greg replied that a list had been previously developed and that he would send it along. Maiken Holmes asked if monthly STIP updates were serviceable; Greg replied that he would locate the newest reflection of the new STIP and send that along.
7. **Other items of interest** – Greg Wichser noted the FHWA announcement of the RAISE program with a significant increase in nationwide funds. A certain portion of those funds is dedicated to rural projects. Applications are due on February 28, 2023. Greg added that NYSDOT would be applying to that program for funds to replace the Northumberland bridge carrying Route 4 over the Hudson River, connecting Saratoga and Washington Counties. Preliminary design has been underway using State funds. Cultural resources, environmental considerations, and historic preservation issues have been considered among the partnering State agencies. A viable alternative has been identified. A letter of support is requested from A/GFTC. Staff and

committee members noted concurrence for the application. Aaron suggested referring this request to the Policy Committee; Wayne LaMothe agreed. Laura Oswald noted the uniqueness of the structure and asked if a similar reuse to that of the nearby Dix Bridge (rehabbed for non-motorized use) had been considered. Greg replied that the condition of the Northumberland bridge was such that it has difficulty supporting its own weight before any decking improvements were added. The evolving project alternative would be a modern structure with contemporary features but would include a truss component to replicate the historic character of the existing bridge. Greg noted that the old bridge could be offered to interested municipalities for possible re-use. The NEPA process would require consideration of alternatives; nothing has been dismissed as of yet.

A motion was made to recommend consideration of NYSDOT's request for a support letter for its RAISE application for the Northumberland Bridge replacement project to the Policy Committee for its consideration at its next meeting.

Moved by: Laura Oswald

Seconded by: Wayne LaMothe

Motion carried.

Wayne LaMothe announced his impending retirement after 42 years at Warren County, but would likely return after a brief hiatus to complete some ongoing projects. The committee offered its congratulations.

8. Next Meeting and Adjourn – Policy Committee 2/22, Planning Committee 4/12

A motion was made to adjourn the meeting at 11:41 AM

Moved by: Wayne LaMothe

Seconded by: Laura Oswald

Meeting adjourned.