

Meeting minutes - A/GFTC Planning Committee meeting

Remote Access via Zoom

Wednesday, April 12, 2023 10:30 AM

1. **Welcome / Acknowledgment of Attendees** – Aaron initiated the meeting at 10:30 and listed the following attendees (voting members / proxy in **bold**):

| | |
|-------------------------|---|
| Tom Baird | Barton & Loguidice |
| Stu Baker | Town of Queensbury Community Development |
| Dan Barusch | Town of Lake George Planning and Zoning |
| Brian Cooper | MJ ELS |
| Deb Donohue | Washington County Department of Public Works |
| Benjamin Fischer | Federal Highway Administration |
| Allison Gaddy | Lake Champlain – Lake George Regional Planning Board |
| Ethan Gaddy | Warren County Planning Department |
| Chris Geroux | Creighton Manning |
| Norabelle Greenberger | LaBella Associates |
| Maiken Holmes | Warren County Department of Public Works |
| Kim Lambert | Saratoga County Planning |
| Zachary Luckin | Federal Transit Administration |
| Nicole McGrath | Federal Highway Administration |
| Mark Nadolny | Creighton Manning |
| Laura Oswald | Washington County Economic Development Council |
| Dan Rourke | Barton & Loguidice |
| Jeremy Schneible | City of Glens Falls DPW |
| Edmund Snyder | Greenman-Pedersen, Inc. |
| Scott Sopczyk | Greater Glens Falls Transit |
| John Strough | Town of Queensbury |
| John Wheatley | EDC of Warren County |
| Greg Wichser | NYSDOT Region 1 |
| Ben Wolfe | LaBella Associates |
| 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 January 2023 meeting minutes – draft minutes of the January meeting were previously distributed to participants for comments – none were received.

A motion was made to approve the January 2023 Planning Committee minutes as final.

Moved by: Maiken Holmes

Seconded by: Stu Baker

Minutes approved.

- B. NYS Performance Targets – A/GFTC adoption – NYSDOT has formulated its performance targets for pavement and bridge conditions along with travel time reliability. A/GFTC must either adopt NYSDOT’s targets or develop its own. As in past years, staff continues to advise adopting the State targets.

A motion was made to adopt the NYSDOT Performance Targets.

Moved by: Stu Baker

Seconded by: Laura Oswald

Motion carried.

4. **GGFT Report** – Scott Sopczyk reported that driver and maintenance recruitment continued to be a challenge and that CDTA would provide personnel assistance. Ridership continues to slowly recovery from the Covid-19 pandemic; 2023 levels are trending at 6.5% higher than at this point in 2022. Discussion continue between Warren County, the City of Glens Falls, CDTA and GGFT regarding CTDA possibly assuming GGFT operations.
5. **Unified Planning Work Program**
- A. Mill Pond Pedestrian Improvements Feasibility Study – Aaron reported that at the last meeting that significant and consistent public comments received on the draft report compelled the study team to revisit the alternatives and formulate a concept; the third alternative includes no new formalized parking areas, and utilizes the existing roadway as pedestrian space by eliminating one direction of travel. This was presented to the Town Board in March; at that time it was communicated that the study was completed to their satisfaction.

A motion was made to accept the Mill Pond Pedestrian Improvements Feasibility Study as complete.

Moved by: Stu Baker

Seconded by: Maiken Holmes

Motion carried.

- B. Warren County EV – acceptance as complete – Jack reported that the draft of this plan was completed in late February and was distributed to NYSERDA and Capital District Clean Communities for a technical review in March. Based on that review, some clarifications to the report were made prior to releasing the plan for public comments. The document was posted according to our procedures on March 24 for a mandatory 14-day public review period which closed on April 10. One comment was received resulting in a minor edit to the included maps.

A motion was made to accept the EV Charging Station Assessment as complete.

Moved by: Greg Wichser

Seconded by: Stu Baker

Motion carried.

- C. Staff report for other ongoing projects – Jack reported on the following:
- White Creek Pedestrian & Parking Connections: A site visit was conducted on April 10. B&L will produce an Existing Conditions memo followed by draft concept analyses in the next few months for steering committee review.
 - Rural Workforce Mobility Plan: Steering committee met on March 21. We are continuing to work on a needs analysis to bring together the data from the demographic/transportation analysis conducted last fall with the stakeholder/survey effort from the winter. The next meeting scheduled for May.
 - Queensbury ASCT: A public presentation was given to the Queensbury Town Board on February 27. The concepts were well received by the public and the board. Staff is continuing to work on putting together the final report as per NYSERDA guidelines. We are seeking to have a final stakeholder meeting with the County, Town, NYSDOT Region 1, and A/GFTC to seek concurrence on possible implementation and jurisdictional matters. The final report will be completed after that meeting and submitted to NYSERDA in May.

- Fort Edward Trail Connection: Kickoff meeting was held on March 28 with an additional site visit on April 10. Letters of Interest are due by next Monday.
- Fort Ann / Empire State Trail Connection: draft request for Letters of Interest is complete; waiting for go-ahead from LC-LGRP to release.
- SS4A: Grant was successfully awarded to the LC-LGRP. Contract administration is ongoing; no timeline yet for an RFP to be released. Greg Wichser reported that an agreement was being processed between NYSDOT and LC-LGRP to document NYSDOT's contribution to this effort. Aaron asked Greg if there was any news on NYSDOT's discussion regarding consultant access to crash data. Greg stated that he would follow up on this.
- Glens Falls Thriving Communities: LC-LGRP successfully applied for a technical assistance award for the City of Glens Falls.

6. Long Range Plan – public outreach discussion – Jack reported that for the last LRP, an online survey through SurveyMonkey was created and 192 responses were received. Although this was adequate, the survey format lacked a geographic component and didn't allow for a priority-setting exercise that takes into account the tradeoffs of transportation planning. For this update, staff would like to deploy a more robust survey. One option is to use the Warren County GIS shared service agreement to create a GIS-based survey. Another option would be to have B&L create a survey through a platform called Social Pinpoint. Both have mapping capability while the Social Pinpoint also allows for a mock-budgeting exercise to give participants an idea of the tradeoffs involved with limited resources. Jack displayed both options on-screen. The Social Pinpoint deployment would cost around \$5,000 versus the more limited GIS-based survey at less than \$1,000. Laura Oswald asked about the anticipated demographics of intended respondents, noting some required computer and technology competencies and broadband to navigate the survey that will likely result in a younger audience. Jack replied that a paper copy back-up was a possibility but some utility would be lost. Allison Gaddy voiced support for the Social Pinpoint model. Stu Baker noted that the Town had used Social Pinpoint recently and that there was something of a learning curve among users but also that the product was well-supported with technical assistance. No objection was voiced against pursuing the Social Pinpoint alternative.

7. Transportation Improvement Program

A. Project sponsor updates

- 1) Warren County – Maiken Holmes noted developments on the Johnsbury bridges replacements, Olmstedville Road reconstruction, Quaker Road pavement preservation, Hudson Street bridge replacement, and Adirondack bridge replacements projects,
- 2) Washington County – Tim Zinn noted developments on the Shushan bridge rehabilitation, CR 37 pavement preservation, CR 61 over the Battenkill bridge replacement, Gray Lane over the Mettawee bridge replacement, and Lock * way bridge replacement projects
- 3) Saratoga County – Kim Lambert reported that there were no new developments
- 4) City of Glens Falls – Jeremy Schneible reported on developments for the Glens Falls connector, Cole's Woods connector, and Webster Avenue pavement rehabilitation projects.
- 5) NYSDOT – Greg Wichser shared the annual Regional Director's project commitment list and provided updates on the Exit 17, Exit 24, and I-87 over Route 9 bridge replacement projects. A schedule discrepancy was identified with the Webster Avenue project. Deb Donohue asked about the status of the Drivers First initiative; Greg responded that that largely applied to State routes. Stu Baker asked about the ongoing work on NYS 22 north of Whitehall; Greg replied that that was a permit project to install the DC line from Montreal to NYC. Aaron asked about the status of the NYS 254 closure at the Feeder Canal; Greg replied that the scale of the repair is still under consideration. Maiken

asked to be kept up-to-date with that project as it relates to the County's Quaker Road project. Greg also noted that Pat Barnes had accepted a position in the Main Office; Bob Rice is Acting Regional Director.

B. TIP Amendments and modifications

- 1) GGFT – modify trolley purchase - Aaron reported that GGFT is requesting to merge two TIP existing TIP projects for trolley purchases, one in this FFY and one in the next, into a single purchase in this year of two trolleys with delivery dates of 2024 and 2025. Current vehicle pricing (\$0.927M for two versus \$0.450M) will be accommodated by programming FTA 5339 funds set to lapse in October of this year.

A motion was approve the requested TIP modification to the proposed trolley purchases.

Moved by: Deb Donohue

Seconded by: Laura Oswald

Motion carried.

- 2) Washington County CR 37 pavement project- Washington County DPW is requesting a TIP modification to add .833 to account for a revised Engineers estimate from \$1.705M to \$2.538M. Maiken asked if this was a scope increase or a cost increase. Tim Zinn replied that this was a cost increase. Deb Donohue confirmed that there wasn't a scope change, and a recently awarded DEC grant also helped offset some costs.

A motion was approve the requested TIP modification for the CR 37 project.

Moved by: Laura Oswald

Seconded by: Maiken Holmes

Motion carried.

8. **Other items of interest** – Ethan Gaddy reported that the RFP for a multi-use trail safety study made possible by the Northern Borders Regional Commission grant would be released soon. Additionally, Warren County has re-formed its Traffic Safety Board.
9. **Next Meeting and Adjourn** – the next Planning Committee meeting is scheduled for June 14 at 10:30.

A motion was made to adjourn the meeting at 11:35.

Moved by: Deb Donohue

Seconded by: Stu Baker

Meeting adjourned.