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Meeting minutes - A/GFTC Planning Committee meeting

Remote Access via Zoom Wednesday, August 9, 2023 10:00 AM

1. Welcome / Acknowledgment of Attendees – Aaron initiated the meeting at 10:00 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

Chris Cate McFarland – Johnson Inc.

Deb Donohue Washington County Department of Public Works

Allison Gaddy Lake Champlain – Lake George Regional Planning Board

Ethan Gaddy Warren County Planning Department

Chris Geroux Creighton Manning

Kevin Hajos Warren County Department of Public Works

Celeste Harp NYSDOT Region 1

Mary Hastings Greater Glens Falls Transit

Maiken Holmes Warren County Department of Public Works

John Huggins Glens Falls Hospital Kelley Kircher NYSDOT Region 1

Kim Lambert Saratoga County Planning

Wayne LaMothe Warren County Planning Department

Zachary Luckin Federal Transit Administration

Kristen Morris NYSDOT Region 1

Laura Oswald Washington County Economic Development Megan Quirk Capital District Transportation Authority

Bob RiceNYSDOT Region 1Dan RourkeBarton & Loguidice

Edmund Snyder Greenman – Pedersen Inc.

John Strough Town of Queensbury

Greg Wichser NYSDOT Region 1

Tim Zinn Washington County Department of Public Works

Aaron Frankenfeld A/GFTC
Jack Mance A/GFTC

 Approval of Release for Draft Long Range Plan for Public Review and Comment – Aaron noted that the draft LRP was emailed to committee members in advance of this meeting.

A motion to open the draft document for a thirty day public comment period in advance of Policy Committee consideration at its September 20 meeting.

Moved by: Bob Rice Seconded by: Stu Baker Motion carried

3. Presentation of Draft Long Range Plan and Questions / Answers – Jack Mance provided the initial public presentation of the draft Long Range Plan, summarizing the purpose and content of the document and public comment procedures. Deb Donohue credited Jack with the quality of the presentation and Aaron noted Jack's principal roles in the formulation and delivery of the LRP. Aaron reiterated that concurrent committee review would be entertained throughout the public comment period, estimated to close on September 14. Ethan Gaddy asked about the public engagement process and connecting this to elected officials. Jack replied that County Supervisors were invited to this meeting. Ethan offered for staff to engage the supervisors at the county level. Aaron replied that the additional outreach assistance would be welcome and beneficial. Greg Wichser thanked Jack for the concise summary. Jack restated the offer to committee members to contact him directly with comments and questions.

4. Transit

- A. GGFT report no report
- B. CDTA introduction Megan Quirk introduced herself and reported that January 1 was a milestone date for CDTA to have existing GGFT staff included within CDTA's payroll and benefits plan, with training for those staff planned for October. Services (routes and fares) would remain largely unchanged at January 1, but work continues to formalize stop locations consistent with CDTA safety standards.

5. Administration

A. Approval of June 2023 minutes – Aaron reported that the draft meeting minutes were emailed to committee members following incorporation of edits from Mike Valentine.

A motion was made to approve the June 2023 Planning Committee meetings as final.

Moved by: Laura Oswald Seconded by: Bob Rice Motion carried

- B. Planning Committee Co-chair Aaron reported that With Mike Valentine's retirement, the position of A/GFTC Planning Committee Administrative Co-Chair is now vacant. Mike has held that position since it was created in 2011. The basic intent at that time was to free up our voting members from meeting administration (staff does this now) while having an administrative co-chair serve as signatory for Planning Committee approved documents and transmittals. Another intent was to have a person be able to step in in the event of committee discussion of personnel matters. That situation has yet to materialize, but the signatory capacity is used approximately 3-5 times a year specifically for transmission of performance measures and the annual staff salary schedule. Some options:
 - Continue with status quo, nominate or accept a volunteer for a new Administrative Co-Chair
 - Return to past practice of having the Chair rotate on a two-year cycle between Warren and Washington Counties – this fell on the DPW Superintendents
 - Sunset the position and have staff continue as Planning Committee chair

Bob Rice expressed support for the A/GFTC Director to continue as Planning Committee Chair. The general consensus was to have staff continue to run the meetings and leave the Administrative Co-Chair position vacant pending future discussion based upon need.

C. Bicycle and Pedestrian Advisory Committee – Aaron reported that at a recent Complete Streets training session hosted by EDC, there was a discussion about how to advance bicycle and pedestrian planning issues on a regional basis. At that time,

Aaron offered to take back to this group for consideration the reforming of the Bicycle and Pedestrian Advisory Committee. A/GFTC used to have one but it was disbanded by staff on account of unproductive activity and behavior. With more structure, it could be productive. Bob Rice noted that the input from that aspect of the community with the parameters of what the MPO can influence or control would be productive. John Strough noted the ongoing efforts of the Adirondack Cycling Advocates and the Warren County Planning Department and suggested that there would be a number of interested participants. Laura Oswald added the Bikes Bring Business would be a valuable contributor. John and Ethan Gaddy noted that survey responses and outreach efforts indicate that this is a growing and supported focus area. Greg Wichser noted that new and emerging funding and program opportunities could also contribute to more productive collaborative efforts. The general concurrence of the Planning Committee is to forward this matter to the Policy Committee for consideration of re-establishing this committee.

- **6. Unified Planning Work Program Project Updates:** Aaron briefly summarized updates on the Fort Edward Old Junction Locks, Fort Ann/ Empire State Trail connection, Rural Workforce Transportation Plan, White Creek pedestrian and parking plan, Argyle pedestrian plan, and Glens Falls sidewalk / ADA / pavement assessment projects.
- 7. Update to Adjusted Urban Area Boundary Jack reported on the process to update the Adjusted Urban Area Boundary based upon the Census 2020 results. Maps were displayed showing the former boundaries, the new Census 2020 Urbanized Area, and the proposed new adjusted area boundary that is required to include the Census Urbanized Area in its entirety. The proposed boundary, already sent to NYSDOT for review based upon external timetables, now includes portions of the Town of Bolton and a small sliver in the Town of Fort Ann both by necessity. Laura Oswald noted that different agencies had different programmatic eligibility requirements based upon urban and rural designations and asked if there would be external implications of the adjusted boundary. Jack Mance and Bob Rice replied that there would not be the direct result of this would be minor changes to federal aid eligibility based upon Functional Classification changes to a handful of Rural Collectors that would now be Urban Collectors within the new boundary. Maiken Holmes requested a more detailed map showing urban / rural transitions for County staff review.

8. Transportation Improvement Program

- A. Project sponsor updates
 - Warren County Maiken Holmes provided updates on the Johnsburg bridge replacements, Olmsteadville Road reconstruction, Quaker Road rehabilitation, Adirondack bridge replacements, Hudson Street over Mill Creek bridge replacement, and Culvert NY projects.
 - 2) Washington County Tim Zinn reported on developments on the CR 61 Batten Dugan bridge replacement, Church Street bridge replacement, CR 37 pavement preservation, Gray Lane bridge replacement, Lock 8 bridge replacement and CR 3 bridge replacement projects.
 - 3) Saratoga County Kim Lambert reported that there were no updates.
 - 4) City of Glens Falls no report
 - 5) NYSDOT Bob Rice reported on the Exit 17 bridge replacement, Exit 24 bridge replacement, NYS 254 emergency repair, Route 4 / Hampton resurfacing, and Gurney Lane 149 resurfacing projects. Celeste Harp and Kristen Morris have joined R1 Planning and Program Management and Randy Milano will join staff at the end of the month. Mark Pyskadlo will be retiring from NYSDOT and Sam Zhou is leaving NYSDOT to join the MBTA in Boston. Based on ensuing conversation, Bob offered to follow up with Wayne LaMothe on the status of the I-87 over Route 9 bridges in Lake George.

- B. TIP amendments and modifications Greg Wichser reviewed the listing of projects scheduled for obligation in FFY 2023 and FFY 2024, asking sponsors to consider deliverability of those projects and identify any candidates for deferral until FFY 24-25. Greg also noted that deferred projects could be readvanced if obligation was possible before September. Kevin Hajos noted that the Warrensburg sidewalks project appeared to be underway (note this was confirmed after the meeting). In response to a question from Deb Donohue, Greg affirmed that this exercise applied only to construction obligation dates, not preliminary phases.
- 9. Other Items of Interest Aaron reported that Wayne LaMothe has informed staff that this is his last meeting with A/GFTC.
- **10. Next Meeting and Adjourn** Policy Committee meeting on September 20, next Planning Committee is November 8.

A motion was made to adjourn the meeting at 11:30 AM.

Moved by: Wayne LaMothe Seconded by: Kevin Hajos Meeting adjourned.