

Meeting minutes - A/GFTC Planning Committee meeting

Remote Access via Zoom

Wednesday, November 8, 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
Sam Blake	Lake Champlain – Lake George Regional Planning Board
Mike Breault	Washington County Department of Public Works
Sarah Bruegger	Warren County Planning Department
Joe Cimino	CHA
Chris Desany	Capital District Transportation Authority
Ethan Gaddy	Warren County Planning Department
Chris Geroux	Creighton Manning
Norabelle Greenberger	LaBella Associates
Kevin Hajos	Warren County Department of Public Works
Maiken Holmes	Warren County Department of Public Works
Kim Lambert	Saratoga County Planning
Nicole McGrath	Federal Highway Administration
Laura Oswald	Washington County Economic Development
Dan Rourke	Barton & Loguidice
Laura Sanda	McFarland Johnson
Jeremy Schneible	City of Glens Falls
Melissa Shanley	Capital District Transportation Authority
John Strough	Town of Queensbury
Lisa Wallin	MJELS
Greg Wichser	NYS DOT Region 1
Tim Zinn	Washington County Department of Public Works
Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

2. **Administration**

- A. Approval of August 2023 minutes – Aaron reported that the minutes of the August 9 Planning Committee meeting were distributed to participants for review shortly after that meeting and sent around to the full committee last week.

A motion was made to approve the August 2023 minutes as final.

Moved by: Stu Baker

Seconded by: Laura Oswald

Motion carried.

- B. Policy Committee meeting recap – Aaron summarized the following action items by the Policy Committee at its September 29, 2023 meeting:

- Approved the re-forming of the Bicycle and Pedestrian Advisory Committee
- Approved a 25-day public comment period for core documents moving forward.

- Approved the Long Range Plan.
 - Approved the adjusted urban area boundary. One aspect of that that was not discussed is the committee representation implication; by form, but not necessarily by mandate, Fort Ann and Bolton would be included as voting members of the Council. There was general concurrence of the Planning Committee to invite the Towns of Fort Ann and Bolton to participate on the Council.
- C. CY 2024 Salary Schedule - Aaron reported that the proposed salary and staffing schedule was distributed for committee consultation. We plan to continue this year with two full time staff only. Salary increases are cumulatively 5% of the previous calendar year's expenses (consistent with the 5% increases awarded to our host agency's staff), reallocated to acknowledge Jack's performance over the past year with a very challenging work load.

A motion was made to approve the 2024 A/GFTC staffing and salary schedule.

Moved by: Greg Wichser

Seconded by: Kim Lambert

Motion carried.

3. Public Transportation

- A. Operations and transition update – Chris Desany reported the merger between GGFT and CDTA is progressing. Transition planning continues, including coordination with the Federal Transit Administration. CDTA signs have been installed, and one GGFT vehicle has been re-painted in CDTA's colors. Operational planning is ongoing and operational training of GGFT staff has taken place. The current plan is for CDTA to assume GGFT's operations in January 2024, but GGFT will continue to exist as an entity for 6-9 months for purposes of grant administration and related activities. Redirecting some federal resources from GGFT to CDTA is also necessary.
- B. Resolution to authorize reassignment of FTA funds from GGFT to CDTA – Aaron reported that CDTA has notified A/GFTC of the need for a resolution not allow for the eventual transfer of remaining FTA funds unspent by GGFT to CDTA. The resolution, researched and drafted by CDTA, is intended to provide FTA with acknowledgement that A/GFTC is aware of the transition activities that will ultimately lead to CDTA assuming the role of the public transportation operator for the A/GFTC area, and to allow for the eventual reprogramming of remaining fund balances unspent by GGFT to CDTA to sustain and enhance operations moving forward. The resolution was crafted from similar resolutions that were passed in other areas of the state where service transitions were conducted. The remaining balances were provided by FTA to CDTA staff with the attempt to provide the most current accounting that is available. We are not looking to reallocate this entire balance at this time, but rather provide authorization for the future project - specific reprogramming of these funds as those needs are identified.

A motion was made to approve Resolution 23-05.

Moved by: Kevin Hajos

Seconded by: Stu Baker

Motion carried.

4. Unified Planning Work Program Project Updates – Jack reported on ongoing developments for the following projects:

- Argyle Pedestrian Plan
- Glens Falls ADA / pavement condition inventory
- White Creek parking and pedestrian plan
- GFSD access study
- Old Fort Edward Junction Locks trail extension

- Fort Ann / Empire State Trail wayfinding
- Glens Falls] – Hudson Avenue pedestrian improvements
- Town and Village of Greenwich bicycle and pedestrian Plan

A motion was made to accept the White Creek parking and pedestrian plan as completed.

Moved by: Laura Oswald

Seconded by: Stu Baker

Motion carried.

A motion was made to accept the Old Fort Edward Junction Locks trail extension study as completed.

Moved by: Laura Oswald

Seconded by: Stu Baker

Motion carried.

5. **UPWP solicitation letter** – Aaron reported that the draft solicitation letter was sent around last week. It is very similar to previous years’ requests, with an additional task supportive of a transit stop safety improvement analysis. The letter will go out to all of area municipalities tomorrow and staff will present returned candidates to this committee at our December 13 meeting for consideration.

6. **Transportation Improvement Program**

- A. TIP amendments and modifications – Culvert Resiliency on State System – Aaron reported that NYSDOT is requesting the addition of \$3.845M in PROTECT funds (not eligible for programming on local system) to the regional culvert program, facilitating replacement of 7 culverts carrying Routes 9, 9L, and 9N over various streams. Greg Wichser noted that the funds have limited eligibility and must be directed towards projects that improve climate resiliency. Ethan Gaddy asked if Warren County’s recently updated Hazard Mitigation Plan would be considered in selecting projects. Greg replied that the current project roster included culverts that have a high urgency for replacement based upon condition. Maiken Holmes requested a map of the candidate structures as the written descriptions can be too general for identification; Greg agreed to provide that.

A motion was made to add \$3.845 in PROTECT funds to the large culvert regional setaside project listing as part of the Culvert Resiliency on State System (CROSS) program .

Moved by: Laura Oswald

Seconded by: Stu Baker

Motion carried.

B. Project sponsor updates

- 1) Warren County – Maiken Holmes provided updates on the following projects:
- Johnsburg bridges replacements
 - Quaker Road pavement preservation
 - Adirondack bridge replacements
 - Call Street / Corinth Road pavement rehabilitation
 - Hudson Street over Mill Creek bridge replacement
 - Culvert NY projects
- 2) Washington County - Tim Zinn provided updates on the following projects
- CR 61 over the Batten Kill (Shushan) bridge replacement
 - CR 61 over the Batten Kill (Batten-Dugan) bridge replacement
 - CR 37 pavement preservation
 - Gray Lane bridge replacement
 - Lock 8 Way
 - CR 3 bridge
 - CR 24 and Hagaman Road Bridge joint replacements

3) Saratoga County – Kim Lambert reported no major changes to the status of the following projects:

- CR 24 culvert
- CR 27 pavement preservation
- CR 28 pavement preservation

Kim expressed her appreciation to NYSDOT for their outreach to local communities regarding funding program opportunities.

4) City of Glens Falls – Jeremy Schneible provided updates on the following projects:

- Glens Falls / Pruyn’s Island connector
- Cole’s Woods connector
- Webster Avenue pavement preservation

5) NYSDOT – Greg Wichser provided updates on the following projects:

- Exit 24 over I-87 bridge replacement
- I-87 over US 9 bridge replacements
- NYS 254 culvert repair

C. Program solicitations – Greg Wichser reported on the ongoing Transportation Alternatives Program / Congestion Mitigation and Air Quality / Carbon Reduction Program combined solicitation. THE CRP program eligibility is similar to TAP. The informational webinars for prospective applicants were mandatory. Applications are due January 9, 2024. An announcement was made at the Local Bridge Conference that the next round of Bridge NY funding applications would commence soon. Region 1’s understanding is that the process will be very similar to that of the last round. Aaron noted his appreciation for how Region 1 has elected to conduct the application review. Aaron also noted that there is a meeting scheduled for next week among some Warren County – centered bicycling and pedestrian advocates to discuss TAP among other topics. A/GFTC staff will be on-hand to discuss our past experiences with the program. Laura Oswald asked about the potential competitiveness of applications for sidewalk projects. Aaron replied that sidewalks are an eligible expense with an implied programmatic preference for the establishment of new facilities over the rehabilitation of existing facilities. There is a \$500,000 project minimum, and A/GFTC-area projects will be evaluated against competing projects throughout Region 1. Greg noted that there are subsets of rural and flex funds available in some of these programs. Ethan Gaddy asked about potential eligibility for public transit access improvements. Chris Desany responded that the merger process is still underway and that a more targeted look at system needs would be conducted in the future, but there would be interest in having those needs identified and addressed as warranted. Aaron added that a first step in that process could be the UPWP program eligibility that was added to this year’s solicitation.

7. **Other Items of Interest** - Greg reported that, as mentioned earlier by Kim, Region 1 is continuing its outreach to local municipalities on funding availability and offered to extend that outreach to other interested parties. Greg also noted that Mike Fenley has been promoted to the position of Regional Traffic Engineer following the retirement of Mark Pyskadlo.

Kevin Hajos requested information on the status of the adjusted urban area boundary and the resultant changes to functional classification and federal aid eligibility. Aaron replied that that process is usually led by NYSDOT and asked Greg for additional information. Greg offered to look in to the process.

Kevin also reported that a house fire had destroyed the home of Bill and Linda Lamy and offered his thoughts and prayers to them. They are safe, but their home and belongings are a total loss.

8. Next Meeting and Adjourn – December 13, 10:30 AM

A motion was made to adjourn the meeting at 11:37 AM.

Moved by: Kevin Hajos

Seconded by: Laura Oswald

Motion carried.