



Policy Committee Minutes

Monday, February 27, 2023

10:30

Meeting facilitated by Zoom; no in-person participation

Attendees	Organization (voting members or proxy in bold)
Patrick Barnes, A/GFTC Secretary	Regional Director, NYSDOT Region 1
Dan Barusch	Director of Planning and Zoning, Town of Lake George
Bill Collins	Mayor, City of Glens Falls
Dennis Dickinson	Supervisor, Town of Lake George
Cassie Fedler	Supervisor, Town of Cambridge
Bob Henke , A/GFTC Vice-Chairman	Chairman, Washington County Board of Supervisors
Maiken Holmes	Warren County Department of Public Works
Kelley Kircher	Capital Program Manager, NYSDOT Region 1
Kim Lambert	Comm. Dev. and Planning Specialist, Saratoga Co. Planning Dept.
Wayne LaMothe	Director, Warren County Planning (for M. Geraci)
Zachary Luckin	Community Planner, Federal Transit Administration
Nicole McGrath	Community Planner, Federal Highway Administration
Dave O'Brien	Chairman, Lake Champlain – Lake George Regional Planning Board
Bob Rice	Regional Planning and Program Manager, NYSDOT Region 1
John Strough, A/GFTC Chairman	Supervisor, Town of Queensbury
Mike Valentine	Senior Planner, Saratoga Co. Planning Dept. (for Chrm. Kusnierz)
Scott Sopczyk	Transportation Director, GGFT
Greg Wichser	Regional Program Coordinator, NYSDOT Region 1

Staff

Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

1. **Welcome / acknowledgement of attendees** – Aaron initiated the meeting at 10:30 and noted attendees present.
2. **Recognition of 2023 Officers and new members** - Aaron noted the following new and returning officers:
 - Town of Horicon Supervisor Mike Geraci is the new Rural Representative from Warren County, replacing Craig Leggett of Chester
 - Town of Argyle Supervisor Bob Henke has reassumed the Chairman of the Board of Supervisors position in Washington County and is the A/GFTC Vice-Chairman, replacing Sam Hall of Fort Ann
 - Town of Queensbury Supervisor John Strough will continue as A/GFTC Chairman per designation by Warren County Chairman of the Board of Supervisors Kevin Geraghty.

Aaron turned the meeting over to Chairman Strough.

3. **Visitor issues** - Aaron informed Chairman Strough that no visitors were in attendance.

4. **Approval of September 2022 meeting minutes** – Chairman Strough solicited a motion to approve the draft September 2022 A/GFTC Policy Committee meeting minutes as final.

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

Moved by: Mike Valentine

Seconded by: Bill Collins

Minutes approved

5. **Staff update - SFY 2022-23 accomplishments** – Jack Mance updated the committee on recent developments for the following ongoing staff activities:

- A. Rural Workforce Transportation Plan: This is a collaborative effort with the Lake Champlain – Lake George Regional Planning Board. The existing conditions analysis was completed in Fall 2022 by A/GFTC; public outreach was conducted by LC-LGRPB winter 2022, including two surveys and five targeted stakeholder workshops. This information is being used to develop a needs/priorities analysis as well as a list of potential recommendations. The next steering committee will be at the end of March to discuss these elements of the plan.
- B. Warren County EV charging stations plan: This report was developed in-house and is intended to provide information to local municipalities and businesses when deciding whether to install EV charging stations. A draft report was sent to Warren County Planning staff for review last month and is currently undergoing technical review by NYSERDA and the Clean Communities Coalition coordinator. We anticipate releasing the document for public review in March for Planning Committee consideration in April.
- C. Maple Street bicycling improvements – Planning study was requested by the City of Glens Falls to identify possible bicycling-space delineation treatments as part of a planned resurfacing of the street. After reviewing the draft technical memo from Creighton Manning, staff provided comments in December. A meeting with City representatives is scheduled for tomorrow to review the recommendations and consider next steps.
- D. Mill Pond pedestrian improvements – A public information session was held in December as part of a longer public comment period. Multiple comments were received in writing. Based on that feedback, the consultants (Barton & Loguidice) are revising the concept plans and cost estimates to remove proposed on-street parking on Mill Street. The revised document is anticipated to be available sometime in the next month.
- E. White Creek Pedestrian and Parking Study – This is an engineering assistance study focused on resolving issues related to parking and pedestrian access between the White Creek Town Hall and the Cambridge Community Forest. A kickoff meeting was held last week with Barton & Loguidice. Field work is expected to begin once the snow melts.
- F. Long Range Plan – A/GFTC is required to update its Long Range Plan every five years. Staff has begun collecting data to begin the update process. Public outreach is anticipated to begin in April or May, with the draft document approved by the Planning Committee in August. Policy Committee approval will be requested in September.

G. Other activities:

- 1) Queensbury ASCT Study is ongoing, quickly. A/GFTC staff has been participating in this effort, led by the Town of Queensbury. Initial analysis of the corridor indicates significant benefits to both Adaptive Signal Control Technology and traditional coordinated signal timing. A public information session is scheduled for this evening as part of the Queensbury Town Board meeting at 7:00 p.m. After public input is received, we will be scheduling a coordination meeting with the Town, County, NYSDOT, and A/GFTC to discuss operations and maintenance. The final report is anticipated to be submitted to NYSERDA in April.
- 2) SS4A – The LGLCRPB received funding for this program to go towards two safety planning efforts, one for the A/GFTC area and one for the remainder of the RPB area (Hamilton , Essex, and Clinton Counties). This will be a significant consultant-driven project.

6. 2023-2024 Unified Planning Work Program

A. Summary - Aaron reported that the draft work program approved by the Planning Committee for release for public comment was included in the meeting materials distributed. The proposed program contains a significant increase in FHWA PL due to new money in IJA and a formula adjustment to the in-state distribution formula as agreed upon by the NYSAMPOS yielding about 15% more money than last year. In total, \$477,120 in new money and an estimated \$93,919 in savings, plus the required state and local shares (in-kind) totaling \$693,870. While that seems like a lot of money, our annual program solicitation for planning projects was a rousing success in that we received a total of 10 project requests. We're happy to report that no project requests were denied; through some combination of staff time, LCLGRPB staff time, local and State contributions of staff time, and our own consultant services, the following projects are proposed for initiation or completion; in order of intended sequencing:

- City of Glens Falls - High School / Middle School Traffic Circulation Study
- Town / Village of Fort Ann - Empire State Trail connection improvements to Village of Fort Ann
- Village of Fort Edward - Old Fort Edward Junction Locks Trail Extension Feasibility Study
- City of Glens Falls - Infrastructure condition assessments and prioritization
- Village of Argyle - Pedestrian Improvement Plan
- City of Glens Falls - Safety Analyses for Hudson Ave / South St and Hudson Ave / School St intersections
- Town and Village of Greenwich - Pedestrian and Bicycle Plan
- Village of Cambridge - Route 313 Traffic and Pedestrian Study
- Town of Warrensburg - Route 9 / Main Street Corridor Study 9

In addition, the following staff projects will be advanced or completed this year:

- Town of Queensbury Active Signal Controller Technology feasibility study
- Rural Workforce Mobility study
- SS4A
- Completion of Long Range Plan update

Robert Henke asked about the scope of the Village of Argyle project, noting prior related efforts. Aaron replied that the intended scope requested by the Village was to be Village-wide.

- B. Consideration for approval - Chairman Strough requested a motion to approve the draft 2023-24 UPWP as final.

A motion was made to approve the draft SFY 23-24 UPWP meeting as final.

Moved by: Bob Henke

Seconded by: Bill Collins

Motion carried.

- C. Amendments to 22-23 program

- 1) Acceleration of GFHS access study – Aaron reported that the work program that was just approved contains a task to assess transportation access issues for the Glens Falls High School and Middle School. We've done school access studies for other communities, including Greenwich and Queensbury. The GFSD is requesting that we start this project as soon as possible so that we may capture traffic conditions during winter weather. We'd be effectively advancing this project by a month. Per the finance discussion, we can advance this at no harm to the remainder of the program – unspent FHWA funds rollover from year to year. Proposed change has cleared public comment period with no comments received.

A motion was made to amend the SFY 22-23 UPWP to include the GFHS / MS access study.

Moved by: Bill Collins

Seconded by: Dave O'Brien

Motion carried.

- 2) Complete Streets setaside – Aaron reported that this was an administrative change (no new money or change in tasks) – The requested amendment removes \$10,338 from last year's PL balance, adds the same amount in Safe and Accessible Transportation Options setaside, and identifies completion of the Salem Pedestrian Improvements Study as the candidate project for those specific funds. The proposed change has cleared public comment period with no comments received.

A motion was made to amend the SFY 22-23 UPWP to retroactively assign the Complete Streets setaside to the Salem project (completed).

Moved by: Bob Henke

Seconded by: Cassie Fedler

Motion carried.

- 7. **Greater Glens Falls Transit report** – Scott Sopczyk provided an update on GGFT activities. Two replacement transit vehicles are on order and due for delivery in November. Facility improvements are under design. A grant application for the replacement of two trolley buses (one delivered in 2024, the other in 2025) will be submitted later this year. Although ridership has increased over the last two years, usage is still at around 70% of pre-Covid levels. GGFT continues to struggle with staffing; the maintenance staff is currently at about 50%. A driver shortage resulted in a temporary reduction in services that has since been lifted. Summer driver recruitment is underway. The FTA Triennial review is upcoming. Discussions continue with CDTA and Warren County regarding the potential transfer of GGFT operations to CDTA.

The County's Planning and Economic Development Committee has made a recommendation to the Warren County Board of Supervisors that the County consider joining CDTA. Mayor Collins noted the some remaining details need to resolved but was pleased with the outcome of the committee's decision. Scott also noted the CDTA's assistance during the pandemic was essential towards sustaining GGFT's services during that time. Scott also noted his impending retirement at or around June 1, 2023, and expressed his willingness to stay onboard in an advisory capacity to assist with any operational transition.

8. TIP project sponsor summaries of 2022 accomplishments

- A. Warren County – Maiken Holmes provided an update on the South Johnsbury Road bridge, Palisades Road bridge, Bay Road bridge, Johnsbury bridges, Olmsteadville Road reconstruction, Oxbow / Moon Hill Road reconstruction, Quaker Road pavement preservation, Adirondack and Beaver Pond bridges, and the Culvert NY projects.
- B. Washington County – no report.
- C. Saratoga County – Mike Valentine reported no new updates.
- D. City of Glens Falls – Bill Collins reported no new updates.
- E. NYSDOT – Pat Barnes reported on the Exit 17 bridge replacement, I-87 over Route 9 bridges, and the Exit 24 bridge replacement projects.

9. TIP amendment requests

- A. **NYS 9N (Lakeshore Drive), Town of Lake George** - Aaron reported that the Town of Lake George submitted a project request as part of our planning solicitation to develop a conceptual plan for improvements to NYS 9N (Lakeshore Drive) north to Hearthstone Point campground. At our last Planning Committee, the Town reported that that this project has been under development at the Town for a couple of years and includes possible realignment, stormwater modifications, and potentially 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. Through discussions with NYSDOT staff, it was determined that advancing this as a capital project rather than a planning project would get the Town closer to being able to apply for competitive funding for construction. The Bipartisan Infrastructure Law included a Carbon Reduction Program, with eligibility including but not limited to the construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation; the FFY 21-22 allocation to A/GFTC (~\$223,000) is as yet unprogrammed as it was originally distributed without guidance. The A/GFTC Planning Committee has approved the Town's request to assign (\$200,000) these funds (\$200,000) to this project for public comment; no public comments received. The proposed change has cleared public comment period with no comments received.

A motion was made to add the preliminary engineering phase of this project, at a federal share of \$200,000, to the 22-27 A/GFTC Transportation Improvement Program.

Moved by: Pat Barnes

Seconded by: Bill Collins

Motion carried.

- B. **Bridge NY projects** – The latest round of project solicitations for NYS's Bridge NY program was administered by A/GFTC at NYSDOT Region 1's guidance using our

established project selection process. A/GFTC 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 is within formula amount provided by NYSDOT. The applicants provided significant back up in the form of inspection reports and prior analyses; both were previous TIP applications. Proposed change has cleared public comment period with no comments received.

A motion was made to add the Hudson Street over Mill Creek, Johnsbury and County Route 3 over Mill Brook, Putnam bridges to the A/GFTC TIP pending formal announcement from NYS.

Moved by: Bob Henke

Seconded by: Dennis Dickinson

Motion carried.

- 10. NYSDOT request for support letter – Northumberland Bridge** – Aaron reported that NYSDOT would be applying to the USDOT RAISE 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. Bob Rice noted that this project was one of only two construction projects submissions statewide. It is a continuing draw on maintenance resources and would have to be advanced through the core program at some point if this opportunity is not realized.

A motion was made to approve the support letter on behalf of A/GFTC for NYSDOT's RAISE program application to replace the Northumberland Bridge.

Moved by: Dennis Dickinson

Seconded by: Cassie Fedler

Motion carried.

- 11. Other items of interest** – none offered.
- 12. Next meeting and adjourn** – Policy Committee – September 20, 10:30

A motion was adjourn the meeting at 11:26 AM.

Moved by: Dennis Dickinson

Seconded by: Bill Collins

Meeting adjourned.