

Meeting Minutes - A/GFTC Planning Committee

Remote Access via Zoom

Wednesday, December 13, 2023

10:30 AM

1. **Welcome / Acknowledgment of Attendees** – Aaron opened the meeting at 10:32 and listed the following attendees:

Stu Baker	Town of Queensbury Community Development
Tom Baird	Barton & Loguidice
Dan Barusch	Town of Lake George Planning and Zoning
Mike Breault	Washington County DPW
Joe Cimino	CHA
Pat Dowd	City of Glens Falls Community Development
Chris Desany	Capital District Transportation Authority
Aaron Frankendorf	A/GFTC
Allison Gaddy	Lake Champlain – Lake George Regional Planning Board
Ethan Gaddy	Warren County Planning
Chris Geroux	Creighton Manning
Norabelle Greenberger	LaBella Associates
Kevin Hajos	Warren County DPW
Kim Lambert	Saratoga County Planning
Jack Mance	A/GFTC
Laura Oswald	Washington County Economic Development
Megan Quirk	Capital District Transportation Authority
Bob Rice	New York State Department of Transportation
Dan Rourke	Barton & Loguidice
Laura Sanda	McFarland Johnson
John Strough	Supervisor, Town of Queensbury
John Taflan	Warren County Administrator
Tim Zinn	Washington County DPW

2. **Administration**

- A. Approval of November 2023 minutes – Aaron reported that the draft minutes of the November 8 Planning Committee meeting were distributed to participants for review shortly after the meeting and sent around to the committee last week.

A motion was made to approve the 11/8 meeting minutes as final.

Moved by: Kim Lambert

Seconded by: Stu Baker

Motion carried.

- B. 2024 Safety Performance Targets – (attachment) Aaron reported that NYSDOT has released its 2024 update to its safety performance measure targets. Federal transportation law requires that States set targets for five measures: fatalities, fatality rates, serious injuries, serious injury rates, and non-motorized fatalities and serious injuries. NYSDOT has identified ½ percent reductions across the five year rolling averages all measures as the targets. Those targets were distributed to the committee last week.

MPOs are required to convey endorsement and program support for the State's targets or identify quantifiable MPO-specific targets. Staff recommendation is to continue past practice and endorse the State targets. Ethan Gaddy expressed his support for the approach and asked if those metrics were tracked on a local basis. Bob Rice responded that the data is available on the County level. Jack Mance replied that the area safety trends are included in the Long Range Plan but not updated annually.

A motion was made to direct staff to communicate A/GFTC endorsement of the 2024 NYSDOT Safety Performance Targets.

Moved by: Pat Dowd

Seconded by: Stu Baker

Motion carried.

3. Public Transportation - operations and transition update – Chris Desany reported on the public information meeting that CDTA held in Glens Falls on 12/11. Staff was available after a presentation to address individual concerns. Very little changes are anticipated in the short-term, with the exception of eliminating the informal flag stop system and adding 200 fixed-location stops along the existing routes. Schedules, routes, and services spans will remain unchanged. System characteristics, services, and infrastructure will be analyzed in detail before any modifications are considered. The official transition is scheduled for January 1, 2024. Route signs have been installed and vehicles have been re-branded as CDTA vehicles; CDTA has retained GGFT staff that wished to continue employment as well as added their own operators to the system. Laura Oswald asked if there was a map with stops shown. Chris directed the committee to the CDTA Navigator application and offered to provide additional information.

4. Unified Planning Work Program project updates

A. Developments since last meeting

1) Bike/ped advisory committee meeting – Aaron reported that the Bicycle and Pedestrian Advisory Committee has been reconvened and met last Wednesday. There was broad geographic representation with considerable Planning Committee overlap. Discussion focused on objectives and roles for the committee and providing activity updates. We're hoping to secure a bit more by way of non-municipally affiliated participation. Quarterly meetings are planned – next meeting is scheduled for Wednesday, March 13 at 12:00.

2) Staff / consultant projects – Jack Mance provided status updates and developments on the following staff and consultant projects:

- Village of Argyle pedestrian plan
- Glens Falls School District access study
- Fort Ann / Empire State Trail connections and wayfinding
- Hudson Avenue intersections pedestrian safety analysis
- Town and Village of Greenwich bicycle and pedestrian plan

Laura noted the community participation in the Argyle plan was exceptional. Jack credited the Argyle Improvement Association with generating enthusiasm for the project. Ethan asked about the Fort Ann project and whether the signing recommendations were MUTCD-compliant. Jack replied that they were. Aaron noted that consistency was also sought with Empire State Trail sign standards.

B. Rural Workforce Transportation Plan – Jack summarized the Rural Workforce Transportation Plan development. The draft plan was ready in September but the LRP and other staff activities resulted in a delayed committee discussion. The draft has been made available for public comment and subjected to numerous rounds of review by the project steering committee, including minor modifications to the last distributed version. Some of the key findings:

- a number of different types of transportation barriers exist throughout the region, including costs, travel distances, access to vehicles and services
- most rural workers travel to the Glens Falls urban area, but several other extra-regional destinations are also represented
- LC-LGRP conducted extensive stakeholder outreach for this effort and determined that employee recruitment and retention has been difficult for some local employers, in part because of transportation challenges.
- fixed-route public transportation services are not a viable solution for these issues based upon population densities and travel distances
- there is no singular solution to the variety of issues that were identified in the area
- local land use decisions often do not take transportation issues in to account; that is a potential area of influence for A/GFTC and its members
- two high-priority areas (Granville and Warrensburg) were identified as potential pilot project candidates

Jack thanked the project steering committee members for their extensive work and contributions.

A motion was made to declare the Rural Workforce Transportation Plan as final.

Moved by: Bob Rice

Seconded by: Laura Oswald

Motion carried.

5. 2024-25 UPWP development

A. Program solicitation results – Aaron listed the following project requests received by staff during the annual work program project solicitation in order of receipt. It was noted that several of these concepts include desired assessments of NYSDOT-owned facilities. Staff will work with NYSDOT during the formulation of the work program to determine inclusion and appropriate scopes / A/GFTC responsibilities.

- Warrensburg / Route 9 corridor study and conceptual plan (carryover from current work program, continued interest affirmed – will start this SFY)
- Village of South Glens Falls traffic operations and pedestrian safety improvements (Route 9 signals, speeds, and school access routes)
- CDTA transit stop access improvements – identification of locations and conceptual alternatives
- Queensbury bicycling connectivity corridor improvements – (1) Gurney Lane / Rush Pond to Warren County Bikeway via Exit 20 and (2) SUNY Adirondack to Route 9
- City of Glens Falls bicycle plan update
- D&H Rail Trail signing and amenities improvements – Village of Granville
- Connectivity improvements between the Feeder Canal Trail and the Betar Byway (focused on US 9 bridge) – Warren County / Saratoga County
- Lake Luzerne / Route 9N corridor study and conceptual plan
- Warren County complete streets plan

B. Financial estimates – The annual UPWP call letter and funding estimates were recently released to the MPOs. Federal and state planning priority emphasis areas are unchanged. An initial listing of incoming funds, carryover funds (estimated), and anticipated expenses was previously distributed to the committee. In summary:

- Known or largely unchanged expenses include rent (through '26), host agency fees, travel / training, supplies, salaries
- Our costs for website administration and maintenance, IT support, and internet / phone are grouped here as one expense category. Internet /

phone (as well as utilities) has been consistent for the bulk of this year but an increase is anticipated.

- We are considering technology upgrades (computers are aging and the phone system is antiquated) as well as a software license purchase for Social PinPoint or similar, which was used with success as a public surveying tool during our LRP update. We'd like to have that utility to enhance our recurring planning efforts, so the software and equipment category shows a substantial increase for that.
- All of that leaves a considerable balance for contractual assistance, which we will look to assign to the candidate projects listed previously. There is not sufficient funding to procure assistance for all of the candidate projects. Again, some ongoing staff coordination will be required to further ascertain scopes and there is no guarantee that all of the projects noted previously will be included in the draft.

Aaron reported that he and Jack will now begin work on assembling a draft work program that includes as many of the candidate projects as is reasonable and appropriate with an emphasis on geographic distribution. That draft program will be distributed to this committee in advance of the January 10th meeting.

6. Transportation Improvement Program – developments since last meeting

A. TIP amendments and modifications – none requested

B. Project sponsor updates

- 1) Warren County – Kevin Hajos reported that there were no updates since Maiken's November report.
- 2) Washington County – Tim Zinn reported that an RFP has been released for the Safford Hill Road bridge project.
- 3) Saratoga County – Kim Lambert reported that there were no updates on capital projects and expressed her thanks to NYSDOT for conducting program outreach to local highway departments.
- 4) City of Glens Falls – Pat Dowd reported that there were no updates at this time.
- 5) NYSDOT – Bob Rice reported on the emergency culvert replacement project on NYS 254 in Queensbury. Noting some shortcomings in communications and project progression, it is anticipated that the project will be complete by the end of December. The TAP / CMAQ / CRP solicitation is ongoing; 29 applications were received by Region 1 for pre-review and will be returned to the sponsors next week. Final applications are due to NYSDOT by January 9th. The Bridge NY and Culvert NY application process is underway as well. Culvert applications are due to NYSDOT by January 19. NYSODT continues to seek volunteers to assist with the review of the culvert applications. Bridge applications are due to A/GFTC by January 3rd. A second RAISE program application for the Route 4 bridge over the Hudson River at Northumberland was not awarded. Program management staff will be reaching out to the local municipalities to update rosters of deliverable projects.

7. Other Items of Interest – none offered

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

A motion was made to adjourn the meeting at 11:20.

Moved by: Bob Rice

Seconded by: Laura Oswald

Meeting adjourned.