

**Draft Minutes - A/GFTC Planning Committee meeting**

Remote Access via Zoom

January 10, 2024

10:30 AM

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

Nick Bodkin	Mayor, Village of South Glens Falls
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
Deb Donohue	Washington County DPW
Pat Dowd	City of Glens Falls Community Development
Melissa Fitch	Washington County Administrator
Aaron Frankenfeld	A/GFTC
Allison Gaddy	Lake Champlain – Lake George Regional Planning Board
Ethan Gaddy	Warren County Planning
Chris Geroux	Creighton Manning
Steven Godlewski	Fisher Associates
Norabelle Greenberger	LaBella Associates
Maiken Holmes	Warren County DPW
Kelley Kircher	New York State Department of Transportation
Kim Lambert	Saratoga County Planning
Jack Mance	A/GFTC
Kristen Morris	New York State Department of Transportation
Laura Oswald	Washington County Economic Development
Bob Rice	New York State Department of Transportation
Dan Rourke	Barton & Loguidice
Laura Sanda	McFarland Johnson
Jeremy Schneible	City of Glens Falls DPW
John Strough	Supervisor, Town of Queensbury
John Taflan	Warren County Administrator
Lisa Wallin	MJELS
Josh Westfall	Town of Bolton
Greg Wichser	New York State Department of Transportation
Mike Williams	Capital District Transportation Authority
Tim Zinn	Washington County DPW

2. **Administration**

- A. Approval of December 2023 minutes – Aaron reported that the draft minutes of the December 13 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 12/13 meeting minutes as final.**

*Moved by: Kim Lambert*

*Seconded by: Laura Oswald*

*Motion carried.*

- B. Membership update – Aaron reported that as discussed at a previous meeting, staff has invited the Towns of Bolton and Fort Ann to join A/GFTC on account of those towns being partially included in the Glens Falls Urbanized area. New member letters have been sent to Supervisor Fish in the Town of Moreau and to Phil Barrett, the new Chairman of the Board of Supervisors in Saratoga County. Appointments from the Counties to the A/GFTC Policy Committee are pending, but Bob Henke has communicated to me that he will be Chairing A/GFTC on behalf of Washington County.
  - C. In-kind service forms update – Aaron reported that in-kind service forms were sent to committee members last week – please update changes to salary and benefit information so that staff can accurately calculate your contributions to the Council as the required in-kind match to our federal programs – and thanks to those of you that have already returned those to me
  - D. Draft 2024 meeting schedule - Aaron reported that the draft meeting schedule was distributed to participants and requested that any known conflicts be identified. Laura Oswald noted potential conflicts with the Regional Workforce board. Aaron suggested that a time-of-day adjustment for the meetings was possible but would like to keep the convention of 2<sup>nd</sup> Wednesdays of the month.
3. **Public Transportation** - operations and transition update – Mike Williams introduced himself reported on behalf of CDTA. As of the start of the new year, CDTA has begun operations of GGFT’s transit system. CDTA’s Transportation and Safety departments have reported that operations are running well. Operations continue to be under observation and minor adjustments are being made, including addressing gaps in coverage of the new stop locations. No major changes are anticipated in the near-term. Service requests to CDTA have included a direct connection between the Glens Falls area and Saratoga Springs, but currently CDTA’s focus is on learning about the existing system as operations continue. Service changes could be considered as warranted in approximately 6-12 months from present. Mayor Bodkin asked about any changes to the municipal contribution structure formerly deployed by GGFT; Mike offered to research the matter and reply directly.
4. **Unified Planning Work Program project updates** – Jack Mance provided updates on the Empire State Trail / Fort Ann connections project, the Glens Falls Middle School / High School Access Study, the Town and Village of Greenwich Bike/Ped Connectivity Study, and the Village of Argyle Pedestrian Improvement Study.
5. **2024-25 UPWP development**
- A. Draft UPWP summary – Aaron provided a summary of the 2024-25 draft Unified Planning Work Program. The full draft has been distributed to the committee. Financial estimates of new and carryover funds and categorical expenses were listed. New projects resulting from the region-wide project candidate solicitation include The Village of South Glens Falls Traffic Safety and Mobility Study, bicycling connections in the Town of Queensbury between Rush Pond / Gurney Lane Park and the Warren County Bikeway and between SUNY Adirondack and Route 9, CR 24 / D&H Rail Trail Connections and Complete Streets assessment in the Village of Granville, transit stop access study with CDTA, updated Bicycle Plan for the City of Glens Falls, and a corridor plan for Route 9N in the Town of Lake Luzerne. Laura Oswald noted the CFA award to Washington County for a Smart Growth Resiliency Planning Grant to identify at-risk infrastructure and its consistency with A/GFTC’s Environmental Planning task. Aaron replied that staff would be happy to participate.

B. Release draft for public comment -

**A motion was made to release the draft UPWP for 25-day public comment period in advance of Policy Committee consideration on 2/14.**

*Moved by: Stu Baker*

*Seconded by: Bob Rice*

*Motion carried.*

Ethan Gaddy asked if requested projects that were not included in this year's program were added to a list for future consideration. Aaron replied that declined projects were not carried over with any priority to the following year and that the mechanism for reconsideration would be to resubmit those projects in the upcoming solicitation.

**6. Transportation Improvement Program – developments since last meeting**

- A. TIP amendments and modifications – Aaron reported that none were requested.
- B. Bridge NY update – Aaron reported on the process to identify Bridge NY candidates for recommendations for funding to NYSDOT. Three applications were received. One was from Washington County – Goodman Road over Halfway Creek Town of Fort Ann. That application was sent to Planning Committee members. The estimated cost is within the formula allocation provided to Washington County by NYSDOT. Because the estimated cost fits and because there is no competing application from within Washington County, staff recommends that the Planning Committee identify the Goodman Road Bridge over Halfway Creek as the recommended award from Washington County to NYSDOT.

**A motion was made to recommend to NYSDOT that a Bridge NY program award be directed to Washington County for replacement of the Goodman Road bridge over Halfway Creek in the Town of Fort Ann.**

*Moved by: Maiken Holmes*

*Seconded by: Laura Oswald*

*Motion carried.*

Two applications were received from within Warren County. Both projects have estimated costs that are approximately equal to Warren County's formula allocation so only one bridge can be selected. One is owned by Warren County, the other by the Town of Johnsbury. Both bridges are within the Town of Johnsbury and have very similar transportation system characteristics. The recommendation from a group of A/GFTC staff, DPW staffs, and NYSDOT is to refer this to a subcommittee of non-aligned Planning Committee participants to make a selection between the two. Laura Oswald asked if there was any indication that either of the two structures was in more urgent need. Aaron replied that structural conditions would likely be the deciding factor and that bridge inspection reports were provided by both applicants.

**A motion was made to authorize a subcommittee of A/GFTC Planning Committee members not directly affiliated with either of the Warren County Bridge NY applicants to make the selection recommendation for Warren County with ultimate Policy Committee approval in February.**

*Moved by: Laura Oswald*

*Seconded by: Stu Baker*

*Motion carried.*

- C. Local project sponsor updates – none provided
- D. NYSDOT updates - Bob Rice expressed appreciation for the committee's willingness to modify the Bridge NY selection process. The NYS 254 culvert repair in Queensbury is completed. Culvert NY applications are due to NYSDOT by 1/19. Thirty TAP / CMAQ / CRP applications were received by Region 1. The Regional Directors' Project Commitment Lists are transitioning to more of an MOU with the State Legislature for State and local projects, resulting in more reporting and a greater emphasis on project deliverability . NYSDOT staff will be engaging with

capital project sponsors to further refine anticipated project schedules. Aaron requested that A/GFTC staff continue to be involved in those discussions.

7. **Other Items of Interest** - Kim Lambert reminded the committee of the upcoming Saratoga County Planning and Zoning Conference on 1/31 and that registration fees would increase as of 1/13.
8. **Next Meeting and Adjourn** - Aaron reported that the Policy Committee meeting would be on February 14 and the next Planning Committee meeting is scheduled for Planning April 10.

**A motion was made to adjourn the meeting at 11:15 AM.**

*Moved by: Maiken Holmes*

*Seconded by: Laura Oswald*

*Meeting adjourned.*