



Policy Committee Minutes

Friday, February 14, 2024

10:30 AM

Meeting facilitated by Zoom; no in-person participation

Attendees	Organization (voting members or proxy in bold)
Mike Arthur, A/GFTC Secretary	Regional Director, NYSDOT Region 1
Dan Barusch	Director of Planning and Zoning, Town of Lake George
Carm Basile	CEO, Capital District Transportation Authority
Nick Bodkin	Mayor, Village of South Glens Falls
Sarah Bruegger	representing Mike Geraci, Warren County Rural Representative
Deb Donohue	Superintendent, Washington County Department of Public Works
Pat Dowd	representing Mayor Collins, City of Glens Falls
Dan Harp	Transportation Analyst, NYSDOT Policy and Planning
Bob Henke, A/GFTC Chairman	Chairman, Washington County Board of Supervisors
Kevin Hajos	representing Chrm. Geraghty, Warren County Board of Supervisors
Kim Lambert	representing Chrm. Barrett, Saratoga County Board of Supervisors
Dave O'Brien	Chairman, Lake Champlain – Lake George Regional Planning Board
Bob Rice	Regional Planning and Program Manager, NYSDOT Region 1
Melissa Shanley	Grants Manager, Capital District Transportation Authority
John Strough, A/GFTC Vice Chairman	Supervisor, Town of Queensbury
Mike Williams	Director of Planning, Capital District Transportation Authority
Tim Zinn	Washington County Department of Public Works

Staff

Aaron Frankenfeld	A/GFTC
Jack Mance	A/GFTC

- Welcome / acknowledgement of attendees** – Aaron initiated the meeting at 10:30 and noted attendees present.
- Recognition of 2024 Officers and new members** - Aaron reported on the following changes in committee representation for 2024. Due to changes in the Census-defined Glens Falls Urbanized Area, portions of the Town of Bolton and the Town of Fort Ann are now included in that area. Supervisors Conover and Hall have been invited to participate with A/GFTC and have expressed a willingness to do so. The Town of Moreau has a newly elected Supervisor; Jesse Fish. Staff has reached out to the Town of Moreau to schedule an introductory meeting. The new Chairman of the Board of Supervisors of Saratoga County is Phil Barrett, represented today by Kim Lambert of the Saratoga County Planning Department. Based on designations from Warren and Washington County, Queensbury Supervisor John Strough will serve as Vice-Chair and Town of Argyle Supervisor and Chairman of the Washington County Board of

Supervisors Bob Henke will serve as A/GFTC Chairman for 2024. Aaron then turned the meeting over to Chairman Henke.

3. **Visitor issues** – Chairman Henke noted no visitors in attendance; staff confirmed this.
4. **Approval of September 2023 meeting minutes** – Chairman Henke reported that the draft minutes were sent to the committee for review and requested comments or corrections. None were offered.

A motion was made to approve the minutes of the September 2023 meeting as final.

Moved by: John Strough

Seconded by: Dave O'Brien

Minutes approved

5. **Staff update - SFY 2023-24 accomplishments** - Jack Mance reported for staff on completed and ongoing planning projects. Ongoing projects include the Argyle Pedestrian Plan, the Glens Falls School District Access Study, Fort Ann / Empire State Trail Wayfinding Project, Hudson Avenue Intersections Pedestrian Improvement Concepts in Glens Falls, the Town and Village of Greenwich Bicycle and Pedestrian Connectivity Study and the upcoming Warrensburg Main Street Plan. Projects completed earlier in the year included the White Creek Parking and Pedestrian Plan, the Old Junction Locks Trail Extension concept in Fort Edward, and the regional Rural Workforce Transportation Plan developed in conjunction with LC-LGRP staff. Other initiatives and activities include the Safe Streets For All (SS4A) Regional Safety Action Plan and the FTA-funded Glens Falls Thriving Communities project (both administered by LC-LGRP), and project evaluations for the Transportation Alternatives Program / Carbon Reduction Program / Congestion Mitigation and Air Quality Program and FTA Section 5310 program – both of those program solicitations are being coordinated by NYSDOT.
6. **2024-2025 Unified Planning Work Program**
 - A. Summary – Aaron reported that the draft annual work program has been distributed for committee consideration. The available funding estimates are provided by NYSDOT through a formula suballocation of a 1.5% takedown of federal Highway Trust fund dollars to the 14 MPOs in NYS. A/GFTC's share accounts for about 1.15 percent of that total. Within the last couple of years, changes to the formula and to the size of the federal program have resulted in the largest amount of planning funds that A/GFTC has been provided.

The summary budget shows that funds have been distributed for known expenses such as payroll and fringe, rent, administrative fees, communications and utilities. The remainder has been assigned to the contractual category to allow staff to procure consultant assistance to deliver the projects that have been requested by our area municipalities.

The structure of the work program remains the same as in previous years – there are four basic categories (administration, general planning, longer range planning, and capital program development). Recurring tasks within those categories are summarized on Page 2 of the attachment.

Page 3 of the summary lists the new and carryover tasks that mostly resulted from our annual request letter that is sent out to all our municipalities. Jack mentioned

several projects that are just getting underway and will carryover into the next State Fiscal Year. New projects requested for the upcoming year include:

- Village of South Glens Falls Traffic Safety and Mobility Study
- CDTA Transit Stops - Non-motorized Access Improvements
- Bicycle Plan Update – City of Glens Falls
- East- West Bicycling Connections – Town of Queensbury
- CR 24 Complete Streets / D&H Rail Trail Amenities – Village of Granville
- Route 9N Corridor Study – Lake Luzerne
- Additionally, 2025 - 2030 TIP Development is anticipated to begin later in this calendar year.

One correction to note is that the amount listed on UPWP Page 12 for Shared Cost Initiatives is \$50k short - it should read as \$200,000 FHWA PL, not \$150,000. This does not add or subtract any money to the A/GFTC program as this money was already taken off the top of the formula distribution to A/GFTC.

- B. Consideration for approval – Chairman Henke requested a motion to approve the 2024-25 A/GFTC UPWP as final.

A motion was made to approve the draft 2024-25 UPWP as final.

Moved by: Dave O'Brien

Seconded by: Pat Dowd

Motion carried

7. **CDTA report** – Carm Basile introduced himself to the committee and expressed excitement about CDTA joining the community and helping to make connections to economic opportunities. Mr. Basile also introduced Melissa Shanley, Grants Manager, and Mike Williams, Director of Planning. Mr. Basile reported that while the merger with GGFT is not yet officially complete, GGFT's vehicles have been rebranded with CDTA's color scheme and logos and CDTA's bus stop signing has been installed throughout the system. GGFT employees have been brought into the CDTA family; most of those former GGFT employees chose to stay on and also received compensation increases due to a new collective bargaining agreement. The start of trolley operations in May will be the next major transition towards understanding the system. CDTA will look to improve and expand the service network over time, but no major changes are to be expected in the short term while CDTA continues to collect information on the existing system characteristics.
8. **TIP project sponsor updates** –
- A. Warren County – Kevin Hajos provided updates on the following completed projects - Johnsbury bridge replacements, Olmsteadville Road reconstruction, and Quaker Road pavement preservation. Ongoing projects include the Adirondack bridge replacements, Hudson Street over Mill Creek bridge replacement, CR 32/28 pavement rehabilitation, and Culvert NY projects.
- B. Washington County – Tim Zinn reported on the following completed projects – CR 61 (Shushan) over the Batten Kill and Church Street over the Mettawee River. Ongoing projects include the CR 61 bridge (Batten-Dugan) over the Batten Kill, CR 37 pavement preservation, Gray Lane bridge over the Mettawee River, the County Route 24 and Hegeman bridge preservation, Lock 8 Way bridge replacement, Safford Hill Road bridge, County Route 3 bridge replacement.

- C. Saratoga County – Kim Lambert reported on the CR 24 culvert replacement and the CR 27 and CR 28 pavement preservation projects. Signal upgrades are under consideration.
- D. City of Glens Falls – Pat Dowd reported on the Murray Street / Pruyun’s Island bike-ped connections and the Webster Avenue pavement preservation projects. Mr. Dowd expressed his thanks to CDTA for conducting the transit service operator transition.
- E. NYSDOT – Mike Arthur reported on the Route 9 over Interstate 87 bridge replacement and interchange reconfiguration, the Exit 24 bridge replacement project, and I-87 over Route 9 bridge replacement projects. Three paving projects are planned for Warren County; Route 9 from Morehouse Road to Forest Lake Road in Warrensburg, Route 9 from each Road to Exit 22 in Lake George, and NYS 28N from North Creek to Essex County. Planned multi-site paving projects in Washington County include Route 4 from the southern village boundary to CR 18 in Whitehall, NYS 22 from Route 4 to Bellamy Street in Whitehall, and NYS 254 from Warren Street to St. Paul’s Drive in Hudson Falls. Mr. Arthur continued with an update on the Culvert NY solicitation. Region 1’s allocation total is \$14.99M for its eight counties. 43 applications were received with a total request of \$53.5M. Warren County had seven applications totaling \$11.3M; Washington County had one application at \$1.5M. Applications are under review by State and local staffs. Regional selections are due to NYSDOT MO by 3/6/24.

9. TIP modification requests -

- A. **Washington County Route 37 (Burgoyne Avenue) pavement rehabilitation** – Aaron reported that Washington County DPW is requesting an additional \$537,000 to address the discrepancy between the amount that was originally programmed and the up-to-date engineer’s estimate for the project. This is an amount that could be authorized by the Planning Committee per A/GFTC’s approved TIP amendment procedures but is before this committee today purely as a matter of timing. Chairman Henke solicited a motion to approve the program increase.

A motion was made to approve the request for additional funds for CR 37.

Moved by: Dave O’Brien Seconded by: Kevin Hajos Motion carried

- B. **GGFT ARPA award to CDTA** – Aaron reported that CDTA staff has requested the transfer of \$408,000 of federal funds originally awarded to Greater Glens Falls Transit to CDTA for use in defraying operating costs for CDTA services in the A/GFTC area. As this is being treated as a new project, and all new projects require Policy Committee approval, this request is presented Policy Committee approval. Chairman Henke solicited a motion to approve the requested program transfer.

A motion was made to approve the transfer of unobligated GGFT ARPA funds to CDTA.

Moved by: John Strough Seconded by: Kim Lambert Motion carried

- C. **Resolution 24-02 - other GGFT funds to CDTA** – Aaron reported that this is a proposed update to Resolution 25-06 that approved staff or Planning Committee approval unobligated FTA funds from GGFT to CDTA. 25-06 was specific to a couple of FTA programs; 24-02 would allow staff or Planning Committee approval of any unobligated FTA program funds from GGFT to CDTA as requested by CDTA.

Chairman Henke solicited a motion to approve Resolution 24-02.

A motion was made to approve Resolution 24-02.

Moved by: Pat Dowd

Seconded by: Dave O'Brien

Motion carried

- D. Bridge NY award recommendation – Aaron reported on the A/GFTC's Bridge NY candidate recommendation process. Bridge NY is a competitive funding solicitation for area local bridges administered by NYSDOT. Formula distribution to the counties is derived from deficient bridge deck area and total deck area. A/GFTC received three applications. One application was received from Washington County and that project was recommended to NYSDOT for award by the Planning Committee in January. Two applications were received from within Warren County, each of which was at the formula amount for the county so we can only afford to recommend one. Both were very similar in transportation utility, both were from within the Town of Johnsbury, but one is owned by the County and other is owned by the Town. The bridge selection subcommittee did not feel comfortable making this selection given that the county was represented on that committee but the town was not represented. Staff assembled a new committee of unaffiliated municipalities to review the bridge inspection reports and applications. While the scoring was very close, that committee landed on the recommendation that A/GFTC in turn recommend the town-owned Crosby Road bridge over Pine Ridge Brook to NYSDOT as the Bridge NY candidate for funding from Warren County, based upon that structure's comparably worse present condition as evidenced from the bridge inspection reports. Chairman Henke requested a motion recommending NYSDOT award of Warren County's Bridge NY formula funds to the Crosby Road bridge in Johnsbury.

A motion was made to recommend Crosby Road bridge in Johnsbury to NYSDOT as the Bridge NY awardee from Warren County.

Moved by: Deb Donohue

Seconded by: John Strough

Motion carried

10. Other items of interest – none offered.

11. Next meeting and adjourn – Policy Committee – September 11, 10:30 – Chairman Henke requested a motion to adjourn the meeting.

A motion was made to adjourn the meeting at 11:25.

Moved by: Kevin Hajos

Seconded by: Kim Lambert

Meeting adjourned.