

**Meeting Minutes - A/GFTC Planning Committee**

Remote Access via Zoom

December 11, 2024

10:30 AM

1. **Welcome / Acknowledgment of Attendees** – Aaron initiated the meeting at 10:32 AM. Municipalities represented and those representatives were as follows:

- **Town of Bolton – Chris Belden**
- **CDTA – Mike Williams**
- **Fort Ann – Sam Hall**
- **City of Glens Falls – Pat Dowd**
- **Lake Champlain – Lake George Regional Planning Board – Allison Gaddy**
- **Town of Moreau – Josh Westfall**
- **NYS DOT – Stephanie Long, Kristen Morris, Greg Wichser**
- **Town of Queensbury – Stu Baker, John Strough**
- **Saratoga County Planning – Kim Lambert**
- **Village of South Glens Falls – Nick Bodkin**
- **Warren County DPW – Maiken Holmes**
- **Warren County Planning – Ethan Gaddy**
- **Washington County Administrator – Melissa Fitch**
- **Washington County DPW - Deb Donohue, Tim Zinn**

**Other attendees:**

- Steve Godlewski, Fisher Associates
- Juvena Ng, CHA
- Bob Rice, Creighton Manning
- Dan Rourke, Barton & Loguidice
- Laura Sanda – McFarland Johnson
- Jesse Vogl – LaBella Associates
- Lisa Wallin – MJ ELS

2. **Administrative Items**

- A. Approval of October 2024 minutes – Aaron reported that the draft minutes were sent around last week following a review by the previous meeting’s attendees.

**A motion was made to approve the minutes as final.**

**Moved by: Sam Hall**

**Seconded by: Stu Baker**

**Minutes approved**

- B. 2025 Meeting Schedule – Aaron referenced the draft meeting schedule that was sent to the committee and listed the proposed Planning Committee meetings. Note proposed shift to 1:30 start times – that gives staff the morning of the day of to round off any needed prep. The meeting schedule is predicated on external deadlines for our annual work program as well as the upcoming TIP update. A May 14 meeting may be needed in the event that the draft TIP is not reconciled by the April meeting.
- C. 2025 Staffing and Salary Schedule – Aaron reported that the previously attached Salary Schedule is requested by Warren County Treasurer to document committee

concurrence with personnel and salary changes. The 2025 salary schedule maintains the two currently staffed positions and shows a 3.5% increase in annual compensation for those two positions, consistent with what has been approved at our Host Agency, the Lake Champlain – Lake George Regional Planning Board. The table also shows that those increases fit within what was originally budgeted for personnel in the last annual work program.

**A motion was made to approve 2025 Salary Schedule**

**Moved by: Sam Hall**

**Seconded by: Greg Wichser**

**Motion carried.**

D. Performance Targets – Aaron report that the updates NYSDOT’s changes to its performance targets for safety and pavement condition measures were sent to the committee last week. Performance measures are tracked at the statewide level. At the time it was noted that the associated action items were unclear; the changes in this case are so small that allowance for MPOs to pass an all-encompassing resolution to endorse the State’s targets in perpetuity was under consideration. FHWA has advised against that course, so resolutions unique to the specific sets of targets are encouraged. The A/GFTC Policy Committee delegated this responsibility to the Planning Committee several years ago. The basic changes are as follows:

- 1) Safety – performance measures shown are 0.5% reductions from 2024 measures
- 2) Pavement Condition – Changes are indicated on the attachment and constitute reductions in targets for poor conditions on Interstates and non-Interstate NHS as well as reductions in percentages of good conditions; a sort of concentration resulting from a change in the condition model that is forecasting a broader spectrum of fair pavements.

A/GFTC’s practice has been to endorse the statewide targets, acknowledging that pursuing individualized targets on A/GFTC’s scale will not have a tremendous impact on statewide results nor may it be supported by available resources. By endorsing the State targets, A/GFTC is agreeing to program projects that are consistent with attaining these targets statewide.

**A motion was made to approve Resolution 24-04 conveying A/GFTC endorsement of NYSDOT’s Safety and Pavement Condition Performance Targets for 2025.**

**Moved by: Stu Baker**

**Seconded by: Maiken Holmes**

**Motion carried.**

3. **CDTA update** – Mike Williams reported that CDTA had completed a large amount of in-person ridership and service data collection in the area including stop-based ridership data and travel times along routes. This data will be used to inform potential service changes and infrastructure improvements. Stakeholder outreach has begun and will ramp up by spring 2025. An updated route network is anticipated by late 2025. Ethan Gaddy added that Warren County was working on mobility – based initiatives and noted that the data collected would be useful to the County’s efforts. Aaron noted that an ongoing A/GFTC study for non-motorized mobility improvements in Queensbury have revealed a potential for transit service enhancements to SUNY Adirondack; Mike affirmed that CDTA was working with SUNY ADK on related issues. Ethan also noted that were transit – related recommendations in the County’s Outdoor Recreation Plan.
4. **Unified Planning Work Program project updates - developments since last meeting** – Jack reported on the following ongoing staff and consultant efforts:

- **Greenwich Bike / Ped Plan (LaBella)** – steering committee meeting was held last week; scope of project expanded for additional analyses. An off-road connection utilizing the Battenkill RR right-of-way is under consideration.
- **Warrenburg Route 9 corridor (MJ)** – draft concepts have been provided to A/GFTC staff and will be reviewed with MJ prior to sharing with the steering committee
- **Granville Complete Streets – (B&L)** – draft concepts are under revision and cost estimates are being developed
- **Queensbury Bicycle and Pedestrian Connections plan (B&L)** – steering committee meeting to be held this afternoon
- **South Glens Falls Route 9 Corridor Study (TBD)** – three proposals were received; final set of scores were received today; staff will summarize and distribute to selection committee to inform a decision
- **Glens Falls Bicycle Plan (staff)** – prior plan review is essentially complete; summary and recommendations to the City for next steps are under development
- **CDTA Stop Improvements (TBD)** – awaiting CDTA data collection results to inform selection of stop locations to be considered for access improvement concepts; project will carry over into next State Fiscal Year
- **Lake Luzerne / 9N Corridor Study (TBD)** – yet to be initiated but still on schedule; project will carry over into next State Fiscal Year

Additionally, staff continues to participate in the LC-LGRP – administered Safe Streets 4 All Comprehensive Safety Plan development as well as the Thriving Communities technical assistance grant for the City of Glens Falls.

## 5. 2025 - 26 UPWP project solicitation results

### A. Listing of Projects Received – Jack listed the project applications that were received:

- Town of Bolton – Lake Shore Drive Pedestrian Connection Improvements
- City of Glens Falls elementary school access study updates
- City of Glens Falls – Bay / Webster intersection evaluation
- Town of Queensbury – commercial corridor buildout analyses
- Town of Queensbury – Rush Pond / Halfway Brook Trails ADA improvements plan
- Capital Region Transportation Council – assistance and participation in update of regional household travel survey / travel demand model inputs, Aaron provided additional details on this and how A/GFTC relies upon CRTC’s travel demand model results to satisfy regulatory requirements.

### B. Financial Estimates – Aaron reported that NYSDOT’s annual call letter to the MPOs for annual work program development was received last Friday. The total funding estimate is \$529,589 of planning – specific funds, up about 0.75% from last year’s \$525,674, with a sizeable carryover balance anticipated.

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

### A. Make the Connection Program awards recommendations – Jack listed and displayed the Make the Connection Program (bicycle and pedestrian-specific capital improvements) applications summary. These were previously sent out to the committee. The total funding requested is within the \$1.5M setaside already programmed in the TIP, so staff did not endeavor with a rating and ranking process but rather worked with prospective sponsors to confirm requested amounts and eligibility. Applications included:

- Town of Salem pedestrian connections
- Town of Moreau safety and access project
- Warren County Multi-Use Trail Crossings safety improvements
- Greenwich Main Street safety and access Improvements (design only)

- Glens Falls pedestrian connections improvements
- Warrensburg River Street sidewalks (existing project - TIP amendment request)

Supervisor Hall asked for clarification on the requested amount for the Warrensburg project. Staff acknowledged an error in the table; the correct amounts are \$48,000 federal share and \$12,000 local share, rather than the \$60,000 federal share shown on the table.

**A motion was made to approve the MTC candidates and add those projects to the TIP**

**Moved by: Sam Hall**

**Seconded by: Kim Lambert**

**Motion carried.**

- B. TIP amendments and modifications – none.
- C. Local project sponsor updates
  - 1) Warren County – Maiken Holmes reported that there were no updates.
  - 2) Washington County – Tim Zinn reported that the CR 37 pavement preservation project is substantially complete.
  - 3) Saratoga County – Kim Lambert reported that there were no updates.
  - 4) City of Glens Falls – Pat Dowd reported that the Coles Woods Connector project is progressing through final design. Residents have offered positive feedback on the Webster Avenue project.
- D. NYSDOT updates – Greg Wichser noted completion of the I-87 bridges over Route 9 in the Town of Lake George. NYSATE is looking for technical presentations for its upcoming conference in late May 2025 in Saratoga for potential PDH and CM credit eligibility. Maiken Holmes requested a regional paving schedule from NYSDOT so the County could coordinate its activities with those of Region 1; Greg agreed to send the roster of projects. Ethan Gaddy noted that NYSDOT’s recent paving awards announcement some segments of State Highways that went through hamlets and asked if those projects could possibly include elements of local plans and/or Complete Streets-related improvements. Greg responded that ADA deficiencies would be addressed as encountered and that 12’ wide lanes would be reduced to 11’ provided that the highway was not designated as a Truck Access Route.
- E. 2025-30 TIP Solicitation – Aaron reported that the project solicitation for the Transportation Improvement Program has been forwarded to our federal aid - eligible infrastructure owners as of 12/2. The following project types will be considered:
  - Pavement repairs, rehabilitations, and replacements
  - Bridge repairs, rehabilitations, and replacements
  - Intersection operations improvements
  - Safety improvements
  - Bicycle and pedestrian infrastructure improvements
  - Public transportation project candidates

The usual caveats about funding limitations were included in the solicitation - while there is slightly more money available in total, carryover projects and increased costs will erode programming capacity. Sponsors were asked to prioritize if submitting multiple projects and resubmit applications for previously programmed projects yet to be initiated. The application deadline is January 31, 2025. As noted earlier in the meeting schedule, the sequence of events will be a draft TIP available for review by the Planning Committee in April followed by Policy Committee approval of the program in June per NYSDOT timetable. Greg Wichser noted an upcoming Roadway Departure setaside for local system eligibility divided initially by

county. Project selection would go through the MPO process rather than being subjected to statewide selection. It is hoped that the Counties may consider administering any projects that are identified on Town or Village roads. Jack added that this solicitation complements the ongoing SS4A efforts and that evaluation metrics are more readily attainable provided that candidate projects are advancing implementation of proven safety countermeasures. Maiken Holmes asked if this was a new funding source; Greg noted that this was specific setaside of HSIP funds. In recent years, roadway departures and crashes involving vulnerable users were two categories with increasing frequency and therefore are emphasis areas for NYSDOT. Greg also noted the V2X initiative that may allow for a more detailed look at the operations of local traffic signals and allow for greater implementation of technology. Aaron noted the potential to coordinate this program with some of the work program candidates.

**7. Other Items of Interest** – none offered.

**8. Next Meeting and Adjourn**

The next meeting is scheduled for January 8, 2025 at 1:30 PM.

**A motion was made to adjourn the meeting at 11:40 AM.**

**Moved by: Sam Hall**

**Seconded by: Chris Belden**

**Meeting adjourned.**