

Meeting Minutes - A/GFTC Planning Committee
April 9, 2025 – 1:30 PM Zoom only meeting

1. **Welcome / Acknowledgment of Attendees** – Aaron initiated the meeting at 1:32 and acknowledged the following members and representatives as present
 - Bolton – Chris Belden
 - CDTA – Melissa Shanley, Mike Williams
 - FHWA – Nicole McGrath
 - Fort Ann – Supervisor Sam Hall
 - City of Glens Falls – Pat Dowd, Jeremy Schneible
 - Moreau – Joshua Westfall
 - NYS Canal Corp. – Michael Cesare
 - NYSDOT – Audrey Burneson, Matt DeSimone, Dan Harp, Stephanie Long, Randy Milano, Kristen Morris, Greg Wichser
 - Queensbury – Stu Baker
 - Saratoga County Planning – Kim Lambert
 - Warren County DPW – Kevin Hajos, Maiken Holmes
 - Warren County Planning – David Nelson
 - Washington County DPW - Deb Donohue, Mike Breault, Tim Zinn
 - Washington County EDC – Laura Oswald
 - A/GFTC staff – Aaron Frankenfeld, Jack Mance

Others in attendance: Kate Austin, Chris Cate, Norabelle Greenberger, Skye Heritage, Beth Hoffman, Bob Rice, Laura Sanda, Chad Schneider, Doug Teator, Lisa Wallin

2. **Visitors' Issues** – no visitors present.
3. **Administrative Items**
 - A. Approval of January 2025 minutes – Aaron reported that the draft minutes of the January meeting were sent to participants shortly after the meeting with no comments returned.

A motion was made to approve the minutes as final.

Moved by: Kim Lambert

Seconded by: Stu Baker

Minutes approved

- B. Revised 2025 salary schedule – Aaron reported that a revised salary schedule was sent to this committee last week. Effective for SFY 2025-26, staff salaries will be increased by \$5,000. This action is consistent with the across-the-board increases implemented by our Host Agency in January. Moving forward, salary adjustments will be made on a SFY basis consistent with A/GFTC's budgeting document, the UPWP.
- C. On-call transportation planning and engineering contracts - Aaron reported that staff, with help from NYSDOT R1, reviewed 10 proposals received for the two-year

planning and engineering assistance contracts. Those have been awarded to Barton & Loguidice, MJ, and LaBella. The agreements have been signed.

4. **CDTA update** – Mike Williams provided an update on CDTA leadership; the Board of Directors has hired Frank Annicaro as the new CEO, effective May 12. Mr. Annicaro is a former Senior VP of MTA with over 30 years of public transportation experience. Mike also reported that updates to the route system in the Glens Falls area, connecting downtown Glens Falls with the rest of CDTA's system, are planned for late summer implementation. Public outreach on the proposed changes is planned for June. Summer trolley services between Glens Falls, Lake George, and Bolton will resume with minor efficiency changes starting Memorial Day weekend. Internal review of the Transit Development Plan is nearing completion prior to a broader distribution and public education campaign.

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

- A. Roadway Departure Safety Action Plan – call for projects – Aaron reported that the project candidate solicitation letter was sent to our municipalities last week. The letter included eligible activities. The total funding allocated to our area is over \$0.900M. Greg Wichser noted that Randy Milano will be the primary contact for questions to NYSDOT. Jack Mance shared an interactive map developed by staff to show eligibility locations on the local system. In addition to the identified locations, systemic treatments for curves are also eligible. Bundled applications are encouraged. Applicants are also encouraged to contact A/GFTC staff to work through any eligibility questions. Jack noted that a solicitation for SS4A was also underway; project types not readily addressed by this program could be a fit under SS4A.

B. TIP amendments and modifications –

- 1) CDTA – Aaron reported that the CDTA TIP amendment requests were sent to the committee last week and summarized the requested actions as follows:
- a. Increase preventative maintenance from \$0.133M to \$2.600M, partially utilizing funds formerly programmed for GGFT for operating assistance and lapsing funds (in addition to the lapsing funds, this is basically a combination of line items previously allocated to GGFT, not new funds)
 - b. Add \$0.060M to update fare collection equipment
 - c. Add \$1.430 in 5339 and lapsing funds to replace buses and trolleys
 - d. Add \$0.040M to replace non-revenue support vehicle
 - e. Add \$0.050M for passenger facility improvements (signing and shelters)

All actions are Planning Committee actions except for the \$1.430M in replacement vehicles; any new funds over \$1.000M requires Policy Committee action. Melissa Shanley added that a portion of the requested funds were in a grant to GGFT that is closed and those funds have been deobligated. Committee approval in the form a new resolution is needed for CDTA to access those funds.

A motion was made to approve A/GFTC staff drafting and transmitting a resolution to CDTA conveying A/GFTC approval of the transfer of the FTA 5307 funds previously unspent by GGFT to CDTA.

Moved by: Sam Hall

Seconded by: Pat Dowd

Motion carried

A motion was made to approve the CDTA amendment requests for programming changes for preventative maintenance, fare collection equipment upgrades, support vehicle purchase, and passenger facility improvements.

Moved by: Stu Baker

Seconded by: Sam Hall

Motion carried

A motion was made to approve the CDTA amendment request for replacement vehicle and trolley purchases for release for public comment prior to Policy Committee consideration in June.

Moved by: Laura Oswald

Seconded by: Chris Belden

Motion carried

- 2) Glens Falls amendment – Coles Woods connector – Aaron reported that the City of Glens Falls is requesting an additional \$557,200 to cover increases in construction costs for the Coles Woods connector project. Pat Dowd added that the design documents have been sent to NYSDOT and bid documents have been drafted.

A motion was made to approve the amendment request for the Coles Woods project.

Moved by: Sam Hall

Seconded by: Greg Wichser

Motion carried

C. Local project sponsor updates

- 1) Warren County – Maiken Holmes provided updates on the following projects:

- Adirondack / Beaver Pond bridges: final design authorized, ROW acquisitions underway
- Call Street / Corinth Road pavement rehabilitation; preliminary engineering underway; project being progressed as a 1R repair
- Hudson Street bridge – preliminary engineering underway

Updates were also provided on the Culvert NY projects.

- 2) Washington County – Tim Zinn provided updates on the following projects:

- CR 61 over the Battenkill – design is progressing, working through Section 106
- CR 37 pavement – nearing completion and closeout
- Gray Lane bridge – design in progress, working through ROW issues
- CR 24 / Hageman Bridge joint replacements – nearing final design
- Lock 8 Way – working through Section 106, nearing final design
- Safford Hill over Fly Creek – federal authorization just received
- CR 3 bridge – working through Section 106
- Goodman Road bridge – master documents under review

- 3) Saratoga County – Kim Lambert reported that amended agreements for construction inspection and construction services for the CR 27 and CR 28 pavement preservation project were recently passed by Saratoga County.

- 4) City of Glens Falls – Jeremy Scheible reported that construction activity has resumed on the Webster Avenue project. Following completion of the underground utility work, efforts will turn to sidewalks and curbs, ADA ramps, and traffic signals. Completion is anticipated by the end of June.

- D. NYSDOT updates – Greg reported that William Fitzgerald was recently hired by Region 1 and that the office staffing level is in a good place.**

- E. 2025-30 TIP Update – status report and summary – Aaron reported that the schedule as previously discussed called for having a draft TIP ready for this meeting. To synchronize with CRTC's approval schedule (necessary due to regional air quality conformity documentation), we will now need to hold a May meeting. The behind-the-scenes work is mostly complete, including narrative and required content.**

At this point there is some information that can be shared regarding projects to be included. Greg reported that Region 1 has been able to divert some of the preservation-based programming to bridge replacements and listed the following site-specific State system projects:

- Lock 6 Road bridge
- Route 418 over the Schroon River
- Rt 4 over the Hudson River (the Northumberland bridge) – project crosses MPO boundaries but would be shown entirely in the A/GFTC TIP
- NYS 149 over I-87 bridges (Gurney Lane / Exit 20), including an evaluation of the intersections

Additionally, three separate projects result in I-87 resurfacing throughout Warren County.

Maiken Holmes asked how the funding would be addressed for the Route 4 bridge project if it was shown entirely in the A/GFTC TIP. Greg replied that that was for accounting purposes and that the project would still be funded by suballocations from both MPOs.

Aaron reported that CDTA has provided an estimate of the planned FTA expenditures for Preventative Maintenance, facility improvements, and vehicle replacements. Melissa Shanley added that those estimates were based on flatline projections from current funding levels.

Aaron then reported that regarding local project candidates, applications were due to A/GFTC by the end of January. New projects received totaled approximately twice as much as the planning target provided by Region 1. NYSDOT R1 and A/GFTC assessed the applications against resources and met with the counties to discuss. The counties have since reviewed their priorities considering the constraints. The two programming scenarios distributed to the committee last week include (1) a base level of programming and (2) an enhanced program that may be achievable given gains in project deliverability in the current federal fiscal year, reducing the costs associated with having to include current year projects in the next fiscal year. Both scenarios were summarized. Kevin Hajos asked about the status of the Round Pond Road intersection project requested by Queensbury. Aaron replied that it seemed fair to put that project in the enhanced deliverability scenario but that discussions would continue.

6. Other Items of Interest - none offered.

7. Next Meeting and Adjourn Planning Committee meeting

Planning Committee – the next meeting was scheduled for May 8 at 1:30 PM.

A motion was adjourn the meeting at 2:24 PM.

Moved by: Laura Oswald

Seconded by: Kevin Hajos

Motion carried