

Minutes - A/GFTC Planning Committee meeting

Remote Access via Zoom

January 8, 2025

1:30 PM

1. **Welcome / Acknowledgment of Attendees** – Aaron Frankenfeld opened the meeting at 1:31 and noted the following municipal representatives as present:

- A/GFTC staff – Aaron Frankenfeld, Jack Mance
- Town of Bolton – Chris Belden
- CDTA – Michael Williams
- City of Glens Falls – Pat Dowd, Jeremy Schneible
- Lake Champlain – Lake George Regional Planning Board – Allison Gaddy
- Town of Lake George – Dan Barusch
- Town of Moreau – Joshua Westfall
- NYSDOT – Kristen Morris, Greg Wichser
- New York Power Authority – Shelby Moore
- Town of Queensbury – Supervisor John Strough, Stu Baker
- Saratoga County Planning – Kim Lambert
- Village of South Glens Falls – Mayor Nick Bodkin
- Warren County DPW – Kevin Hajos
- Warren County Planning – Ethan Gaddy, David Nelson
- Washington County DPW – Deb Donohue, Tim Zinn
- Washington County EDC – Laura Oswald

Other attendees:

- Steve Godlewski, Fisher Associates
- Juvena Ng, CHA
- Bob Rice, FCM Engineering
- Dan Rourke, Barton & Loguidice
- Laura Sanda – McFarland Johnson
- Lisa Wallin – MJ Engineering, Architecture, Landscape Architecture, and Land Surveying

2. **Visitors' Issues** - Aaron reported that there were no visitors present.

3. **Administrative Items**

- A. Approval of December 2024 minutes – Aaron reported that the draft minutes were sent to attendees following the meeting with no comments received.

A motion was made to approve the minutes as final.

Moved by: Kim Lambert

Seconded by: Stu Baker

Minutes approved

- B. In-kind service forms - Aaron reported that the in-kind service forms were emailed to committee participants last week. This information requested is needed for A/GFTC to tabulate the required in-kind local match that enables our plans and programs. Committee members were asked to update these forms for any participating staff.
 - C. On-call transportation planning and engineering contracts – Aaron reported that the agreements with our three consulting planning and engineering firms will lapse in March and we'll need new agreements in place by then, so we will advertise soon

for those. There has been considerable changes in personnel in the private sector so we will be requesting new proposals for all three agreements whether we have an extension clause with a current agreement holder or not.

4. **CDTA update** – Michael Williams reported that Carm Basille has retired from CDTA as of December 31, 2024 and that Mike Collins has been named interim CEO. CDTA is working to finalize its Transit Development Plan. Public outreach related to potential service and mobility options changes to the Warren County area are expected to begin in the spring. CDTA staff will reach out soon to A/GFTC staff to initiate the study to identify conceptual access improvements to CDTA stop locations.
5. **Unified Planning Work Program project updates - developments since last meeting** – Aaron reported that the Village of SGF Corridor Study project has been awarded to AKRF, and that the draft agreement for that projects is under review at LC-LGRP due to changes to the standard agreement requested by AKRF; Barton & Loguidice has provided a draft existing conditions summary for the Queensbury Bicycling Connections project with advisory committee comments due back to B&L by 1/24.
6. **2025 - 26 UPWP**
 - A. Summary and discussion – Aaron provided a summary of estimated financial resources available for the planning program in State Fiscal Year 25-26, including new funds and carryover funds, as well as anticipated recurring expenditures and new project requests. There were no committee comments or questions on the proposed roster of activities.
 - B. Public comment period – Aaron reported that A/GFTC's Public Involvement Policy requires a minimum 25-day public comment period prior to final approval of any of its core documents.

A motion was made to open the public comment period for the draft UPWP through February 6.

Moved by: Pat Dowd

Seconded by: Laura Oswald

Motion carried

7. **Transportation Improvement Program – developments since last meeting**
 - A. TIP amendments and modifications – no actions required
 - B. Local project sponsor updates – no sponsor updates were provided.
 - C. NYSDOT updates – Greg Wichser reported that the multi-site paving projects including segments of Routes 8, 9, 22, 40, and 67 were going out for bids with anticipated construction during the upcoming season.
 - D. 2025-30 TIP Solicitation - Aaron reminded the committee that the TIP project applications are due to staff by Friday, January 31.
8. **Other Items of Interest** – Greg reported that a local highway roadway departure set aside from HSIP, following upon on a similar initiative for State highways, was upcoming. Program guidance is expected shortly. Greg also noted the upcoming NYSATE conference scheduled for the end of May in Saratoga Springs. Presentations that qualify for PDH or CM credits are requested. Kim Lambert noted the upcoming Saratoga County Planning and Zoning Conference on February 5; registration is still open.
9. **Next Meeting and Adjourn**

Policy Committee – February 12, 2025 – 1:30 PM
Planning Committee - April 9, 2025 – 1:30 PM

A motion was made to adjourn the meeting at 2:04 PM.

Moved by: Chris Belden

Seconded by: Kevin Hajos

Meeting adjourned