

**Planning Committee Meeting  
October 6, 2021  
Meeting Minutes**

**Members Attending**

Bill Anslow, Albany County  
Susan Barden, City of Saratoga Springs  
Mark Castiglione, Capital District Regional Planning Commission  
Don Csaposs, Town of Guilderland  
Kristin Diotte, City of Schenectady  
Steve Feeney, Schenectady County, Vice-Chair  
Stephen Iachetta, Albany County Airport Authority, Chair  
Elizabeth Kormos, Village of Ballston Spa  
Andrew Kreshik, City of Troy  
Sandy Misiewicz, Capital District Transportation Committee, Secretary  
Jaime O'Neill, Town of Malta  
Laura Robertson, Town of Niskayuna  
John Scavo, Town of Clifton Park  
Joe Seman-Graves, City of Cohoes  
Melissa Shanley, Capital District Transportation Authority  
Mike Valentine, Saratoga County  
Tony Vasil, Albany Port District Commission  
Ketura Vics, City of Rensselaer  
Adam Yagelski, Town of East Greenbush  
Greg Wichser, NYS Department of Transportation - Region I

**Staff and Others Attending**

Christian Bauer, Capital District Transportation Committee  
Jacob Beeman, Capital District Transportation Committee  
Chris Cate, McFarland-Johnson  
Jen Ceponis, Capital District Transportation Committee  
Teresa LaSalle, Capital District Transportation Committee  
Fred Mastroianni, GPI  
Ellen McNulty-Ryan, Village of Green Island  
Glenn Posca, Capital District Transportation Committee  
Mark Surdam, Town of Hoosick  
Andrew Tracy, Capital District Transportation Committee  
Carrie Ward, Capital District Transportation Committee

**Introduction**

Steve Feeney opened the meeting at approximately 9:37 AM.

## **Visitors' Issues**

There were no visitors' issues.

## **Administration**

### **Previous Meeting Minutes – August 4, 2021**

Mike Valentine noted that page 5 began referring to people by first name, and requested those be changed to first and last names. With those changes, John Scavo motioned to approve the August 4, 2021 minutes with those non-substantive changes, Adam Yagelski seconded, and members approved the motion.

## **Action Items**

### **Fiscal Constraint - TIP Summary Table 4**

Sandy Misiewicz noted that CDTC sometimes moves projects between years to reflect the ability to deliver projects. This changes the budget by year. She reviewed TIP Summary Table 4, and Greg Wichser noted that we are proposing to move \$45M of NHPP, \$5M of STP-Flex, and \$1M of STP-Urban from the third year to the fourth year to align the budget estimates. John Scavo motioned to approve TIP Summary Table 4 as provided, Andrew Kreshik seconded, and members approved the motion.

### **2022-23 UPWP Planning Project Solicitation**

Sandy Misiewicz explained that the Planning Committee hasn't historically been as involved in the planning work as the capital program. She presented a proposal for solicitation for planning projects, including the Linkage Program, small scale technical assistance, and regional plan implementation. If approved, we would issue a call for projects next week with a deadline in mid-November, and Planning Committee discussion in January. All projects need to be consistent with New Visions. The proposed maximum requests are \$100,000 for the Linkage Program, \$150,000 for Regional Plan Implementation, and \$30,000 for Community Planning Technical Assistance. Ten percent match, either cash or in-kind, will be required for all applications. Public participation will be required except for small scale technical assistance. All projects will need a municipal sponsor. We will plan to schedule a required workshop for the second half of October. If approved, we will distribute the solicitation via mail, email, the Planning Committee, and the Community Planner Forum. Elizabeth Kormos motioned to approve the proposed solicitation, Kristin Diotte seconded, and members approved the motion.

### **Technical Assistance Program – Glenville Project Proposal**

Sandy Misiewicz noted that the Town of Glenville submitted an application to review bicycle and pedestrian connections on or adjacent to Glenridge Road between Woodcrest Drive and Maple

Avenue. John Scavo motioned to approve the Glenville proposal, Andrew Kreshik seconded, and the motion passed.

## **Discussion Items**

### **2019-2024 TIP/STIP Performance Changes**

Sandy Misiewicz noted that CDTC worked with NYSDOT to confirm the status and schedules of TIP projects and moved projects as necessary. Greg Wichser noted that this is the annual review of performance to move projects that didn't receive construction approval last year. In addition, projects scheduled for construction in this current year but that had a chance of not progressing as expected were moved out to 2022-2023.

### **2019-2024 TIP Project Selection Changes**

Sandy Misiewicz explained that staff will provide project selection changes on a monthly basis for information. These changes don't require Planning Committee or Policy Board approval and can involve small dollar amount changes. Elizabeth Kormos asked if we could include the sponsor agency as well as the agency that requested the change.

### **2022-2027 TIP Update**

Sandy Misiewicz noted that the TIP includes a column titled "Post TIP" that shows funding in the year after the TIP year range. Typically CDTC requests confirmation from the sponsors of those projects during the TIP update process. For this TIP update, we will ask sponsors of those projects to reapply. There was discussion about the value and purposes of the post year in the TIP.

Sandy Misiewicz noted that we will work with NYSDOT to confirm budget estimates of all projects already on the TIP to help create an estimate for the budget amount available during the TIP update. Greg Wichser noted that NYSDOT usually receives budget estimates long before now, after which they are able to provide estimates to the MPO's. He advised that they expect to receive those estimates in December. Sandy Misiewicz provided a table with two schedule scenarios to accommodate NYSDOT's schedule while providing local governments and NYSDOT the same amount of time to prepare applications. Greg Wichser advised that all indications are that the available funding will at least be flat with prior years. Andrew Kreshik motioned to adopt Scenario A with a proposal deadline of December 3<sup>rd</sup>, with the acknowledgement that NYSDOT's ability to release project applications will be accommodated, Mike Valentine seconded, and the motion passed.

### **Regional Set-Asides**

Sandy Misiewicz referred to the handout describing two types of set-asides – those for block funding and those for placeholders for specific projects. Greg Wichser noted that block funding set-asides were created to accommodate the CDTC portion of NYSDOT projects that cover eight counties. The placeholder set-asides allow new projects to be drawn down over time. Going forward, there are a number of questions that the Planning Committee can consider, including

whether local governments should be able to access the block funding set-asides. Greg Wichser noted that NYSDOT has been focusing ADA implementation on high-priority corridors with known pedestrian demand, transit service, and stretches of pedestrian infrastructure with deficiencies. They'd like to offer transitioning that set-aside to a local priority for facilities on the state system, and could offer 15% of the project toward the 20% match. He noted that local governments can use Marchiselli funding for sidewalks on local roads. Sandy Misiewicz asked members to think about any additional set-aside topics that would be helpful.

### **CDTC Project Delivery Update**

Jacob Beeman reviewed the process that CDTC has been using with project delivery. We collect local TIP project data on a monthly basis, from consultants. We also reach out to three-four local project sponsors once each month to update our records, which are presented to each Planning Committee meeting. We also request that one sponsor discuss their project at each Planning Committee meeting. He asked for feedback on our current process. Andrew Kreshik advised that it's useful to track project status, and we may want to ask sponsors of a delayed project to discuss that project at an upcoming meeting. Adam Yagelski offered that it might be useful for discuss common issues and successes on a periodic basis, perhaps quarterly. John Scavo said the detail in the spreadsheet is helpful. Next month staff will reach out to Saratoga Springs, Saratoga County, and the Village of Green Island.

### **NYSDOT Project Delivery Schedule**

Greg Wichser advised that not much has changed.

### **Status of CDTC Planning Activities**

Sandy Misiewicz referenced the table included in the meeting materials. The Bus Lane Feasibility study public input will begin on October 18<sup>th</sup>. In addition, she advised that Jordan Solano-Reed recently took a position at the New York City DOT, and Glenn Posca is retiring next week after 40 years of service managing the IT network and the TIP.

### **Status of Planning Activities**

#### **CDRPC**

Mark Castiglione noted CDRPC processed the release of the redistricting data, at: <https://cdrpc.org/data/census>. The website also includes visualizations of demographic changes shown in the new census data for all municipalities and census tracts. Our region is getting more diverse, partially due to changes in how race and ethnicity questions were asked in 2020. Release of the remainder of the 2020 Census data is delayed and will tentatively be released in 2022. American Community Survey data is still available at: <https://www.capitalregionindicators.org>.

CDRPC won a \$1.2M grant from the Department of Environmental Conservation for the Climate Smart Communities program, to assist communities to get designated as Climate Smart Communities and pursue other grant funding. The New York Planning Federation and Upstate Chapter of the American Planning Association are hosting a conference throughout October, with about 12 sessions on topics including regulating short-term rentals and recreational marijuana. See <https://www.nyupstateplanning.org> for more details. All sessions will be eligible for CM credits for AICP planners and for required training credits for planning and zoning board members.

### **CDTA**

Melissa Shanley reported that ridership has continued to increase in the past month and is now up to about 90% of old levels. This is largely driven by ridership under contracts with the colleges as well as the Office of General Services.

### **NYSDOT**

Greg Wichser noted that the bids for Sitterly Road came in very close to the estimate of \$6.3M. Bids for the I-890 viaduct over Erie Boulevard came in at significant savings. The transition to the Statewide Financial System is still ongoing, with training. He advised that everyone submitting bills to the state is treated as a vendor, so please make sure to forward any correspondence with "SFS" on it to the people who are responsible for submitting payment requests to NYSDOT.

### **NYSTA**

There was no report.

### **Albany County Airport Authority**

Steve Iachetta noted that the Airport continues to slowly increase its passenger boardings, which are at 75-80% of pre-pandemic levels. Air cargo and air freight continue at high levels, at least 12% over 2019 and prior volumes. Planning to widen the pedestrian bridge from the north garage into the concession area continues to adopt the new paradigm of queuing and social distancing. Asphalt rehabilitation work on the primary taxiway is expected complete this year and programming is underway for additional pavement rehabilitation next year. There will be advisory meetings for the Airport plan in about 6-8 weeks.

### **Albany Port District Commission**

There was no report.

### **Local Planning Activities**

None noted.

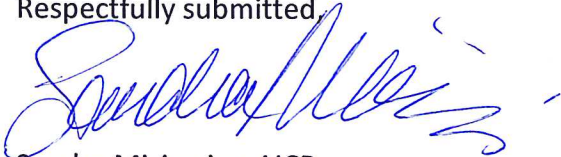
## Upcoming Meetings/ Events

Steve lachetta referred to the meetings listed on the agenda.

## Adjournment

Steve lachetta motioned to adjourn at 11:53am, Andrew Kreshik seconded, and the meeting was adjourned.

Respectfully submitted,



Sandra Misiewicz, AICP  
Secretary