

**Planning Committee Meeting
January 4, 2023
Meeting Minutes**

Members Attending

Susan Barden, City of Saratoga Springs
The Honorable Michael Butler, City of Mechanicville
Mark Castiglione, Capital District Regional Planning Commission
Ross Farrell, Capital District Transportation Authority
Steve Feeney, Schenectady County, Chair
Anna Feltham, Town of East Greenbush
Connor Haskin, Albany County Airport Authority
Patrick Jordan, Albany Port District Commission
Andrew Kreshik, City of Troy
Randy Milano, City of Albany
Sandra Misiewicz, Capital District Transportation Committee, Secretary
Lisa Ramundo, Albany County
Bob Rice, NYS Department of Transportation Region-1
Joseph Seman-Graves, City of Cohoes, Vice-Chair
Mike Valentine, Saratoga County
Ketura Vics, City of Rensselaer
Chris Wallin, City of Schenectady

Staff and Others Attending

Chris Bauer, Capital District Transportation Committee
Jacob Beeman, Capital District Transportation Committee
Kathleen Bell, Environmental Protection Agency Region-2
Jennifer Ceponis, Capital District Transportation Committee
Joe Cimino, CHA Consulting
Peter Comenzo, Town of Rotterdam
Donald Csaposs, Town of Guilderland
Kristin Diotte, City of Schenectady
Steven Golding, City of Watervliet
Martin Hull, WSP USA
Steve Iachetta, Albany County Airport Authority
Mohammed Ibrahim, Capital District Transportation Committee
Kelly Kircher, NYS Department of Transportation Region-1
Elizabeth Kormos, Village of Ballston Spa
Kim Lambert, Saratoga County
Rob Leslie, Town of Bethlehem
Addyson Lyons, AECOM
Stephen Maples, Capital District Transportation Committee
Rebecca Odell, Capital District Transportation Committee
Jaime O'Neill, Town of Malta

John Olenik, Town of Milton
Megan Quirk, Capital District Transportation Authority
Laura Robertson, Town of Niskayuna
Laura Sanda, McFarland Johnson
John Scavo, Town of Clifton Park
Chaim Simon, Capital District Transportation Committee
Andrew Tracy, Capital District Transportation Committee
Carrie Ward, Capital District Transportation Committee

Introduction

Steve Feeney opened the meeting at approximately 9:36 AM.

Visitor's Issues

There were no visitor's issues.

Presentation – WSP USA “Smart Cities Toolbox”

Martin Hull discussed the Smart Cities Toolbox project, to incorporate information and communication technologies to enhance the quality and performance of urban services such as energy, transportation and utilities to reduce resource consumption, waste and overall costs. The project team reviewed completed related plans and evaluated best practices done by peer cities. The toolbox provides a set of solutions and a toolbox for the Capital Region. Public comments were collected online and through focus groups and interviews.

There are six focus areas:

- non-vehicular – micromobility, smart mobility hubs, universally designed intersections, and smart cycle tracks
- traffic management – curbside management, lane management, and transportation systems management and operations
- energy and infrastructure – LED streetlight conversions, smart sensors, and community wi-fi and broadband expansion
- parking management – parking management applications and dynamic parking
- smart transit – expanded public transit website, asset management and maintenance applications, mobility as a service, and microtransit services, and
- electric, connected, and autonomous vehicles – electric vehicles, charging stations and on street vehicle supply equipment, connected vehicles, and autonomous shuttles.

The implementation roadmap includes simple strategies that can be implemented by one agency, advanced strategies that require both infrastructure and an operational system, and dynamic strategies that require multiple organizations and constant maintenance. Federal, state, and private sector funding were analyzed for creation and operation of the new technologies. The Infrastructure Investment and Jobs Act included multiple funding sources that will be available for technology projects.

Administration

Previous Meeting Minutes – November 2, 2022

Randy Milano motioned to approve the November 2, 2022 minutes, Joe Seman-Graves seconded, and members approved the motion.

Transportation Improvement Program (TIP) Fiscal Constraint – Summary Table 4

Jacob Beeman noted that the new STIP was approved just before the end of the year. This fiscal constraint table is based on the new TIP/STIP. CDTC is slightly under-programmed the first and second years, and slightly over-programmed in the third and fourth years. Overall, CDTC is slightly over-programmed by about \$500,000.

Officer Nominations

Sandra Misiewicz noted that Steve Feeny has agreed to continue as Chair. Sean Maguire will be stepping down as Vice-Chair. Joe Seman-Graves is interested in serving as Vice-Chair. Mark Castiglione motioned to nominate Joe Seman-Graves as Vice-Chair and Steve Feeny as Chair, Bob Rice seconded, and members approved the motion.

2023 Policy Board & Planning Committee Schedule

The May meeting will be on May 3rd. Sandra noted that TIP amendment requests are still needed at least one week prior to the meeting date. Staff will work to find a new date for the February meeting.

Action Items

2022-2027 Transportation Improvement Program Amendments

1. S259, 1761.69, Craig Street Pavement Rehabilitation, City of Schenectady, Schenectady County

Chris Wallin explained that the City has three projects related to Craig Street and would like to merge them into one project. The City is currently reviewing design proposals for this year, with construction expected to begin the following year. Bob Rice motioned to approve the amendment as presented, Andrew Kreshik seconded, and members approved the motion.

2. SA336, 1236.29, Route 29 at Rowland Street Intersection Improvements, City of Saratoga Springs, Saratoga County

3. RG146, CDTC33, Block of Funds for Highway Safety Improvement Program Projects, Regional Set-aside

Bob Rice explained that the preferred alternative for this NYSDOT led intersection improvement project is now a roundabout, and it will require right of way phases. There will be a cost increase of just over \$3M, most of which will be covered with state funding, however the amendment

includes an additional \$274,000 in HSIP funding, which will be from a drawdown on RG146. Joe Seman-Graves motioned to approve the amendment as presented, Mark Castiglione seconded, and members approved the motion.

2022-2023 Unified Planning Work Program Amendments

Sandra Misiewicz explained that a recent NYSDOT audit revealed that CDTC's current UPWP is over-programmed by over \$300,000. This amendment reduces the budget for this year. Randy Milano motioned to approve the amended budget as presented, Bob Rice seconded, and members approved the motion.

Environmental Justice/Title VI Analysis

Carrie Ward noted that the subject analysis addresses Title VI of the Civil Rights Act of 1964 as well as an Environmental Justice Executive Order. Overall, CDTC's Board and Committee membership is not representative of the racial and Hispanic/Latino ethnicity in the Capital Region. For the TIP and the UPWP, the analysis is based on the Environmental Justice (EJ) areas approved in 2020. Projects were assigned one of three general categories of positive, neutral, and potentially negative for EJ populations based on the transportation analysis. Across the positive and neutral categories, the number of projects in the EJ areas is 37%. 24% of the value of positive projects and 42% of the value of neutral projects are in EJ areas, where 40% of the region's population lives. In studies and plans, staff now scans for equity prior to development of the scope of work and public participation plan.

Recommendations include evaluating and proposing ways for boards and committees to better reflect regional demographics, considering general EJ impact in combination with location in EJ areas during the TIP project evaluation process, notifying sponsors of potentially negative projects in EJ areas and assisting municipalities to provide public information, and updating the analysis over time. The document also updates demographic and transportation data by poverty level, race and ethnicity, English ability, disability status, age, and sex.

Ketura Vics motioned to approve the analysis and new map as presented, Randy Milano seconded, and members approved the motion.

Equity Work Plan Proposal

Since agreeing to develop an Equity Policy or resolution, staff researched the topic further, and put together a work plan proposal to conduct additional research prior to developing a policy toward the end of the year. The work plan will help to further develop CDTC's knowledge base toward equity. Ketura Vics motioned to approve the work plan proposal as presented, Joe Seman-Graves seconded, and members approved the motion.

Technical Assistance Approval

Mark Castiglione noted that the proposal for East Greenbush would digitize previously created maps. Anna Feltham explained that the Natural Resource Inventory maps are currently only available as static pdf's. Andrew Kreshik motioned to approve the technical assistance project as presented, Randy Milano seconded, and members approved the motion.

Discussion Items

UPWP Solicitation Proposals

Sandra Misiewicz explained that CDTC staff is still working to evaluate proposals received. She reviewed the list of applications and noted that the applicants include entities that have never applied for planning assistance from CDTC. She also noted that we are waiting on additional guidance from NYSDOT and the state legislature on requirements to lower speed limits to 25mph. The applications total about \$1.2M in federal funds. The Planning Committee will take action on the proposals at the February meeting.

Summary of 2022-2027 TIP Project Selection Moves

Project Selection changes are those that don't require an amendment, typically small cost and schedule changes. Jacob Beeman noted there was one project selection move since the last meeting. The purpose was to align the project on the 2022-2027 TIP with the previous TIP before the new one went live, so it could be progressed.

CDTC Project Delivery Update

Jacob Beeman noted that construction on the West Old State Road sidewalks and sidewalks on US20 from Devonshire to Mercy Care Lane were both completed in November 2022. Rob Leslie discussed the Glenmont Rd roundabout project at US Route 9W, Feura Bush Rd, and Glenmont Rd, with sidewalks on 9W to a commercial area and elementary school. The project is substantially complete, though the project is not closed out yet. He discussed the Town's construction communication plan developed with Baker Communications, which included social media posts, a weekly newsletter covering work over the next two weeks, and an email account to answer questions about the project.

NYSDOT Project Delivery Update

Bob Rice distributed a list of NYSDOT's upcoming regionwide paving projects for the next year. NYSDOT staff is available to answer question about any of the projects.

Status of CDTC Planning Activities

Sandra Misiewicz noted that the public feedback periods for the Federal Street Corridor Study and Bus Lane Feasibility Study recently ended. The Smart Mobility Toolbox and Saratoga Springs ADA Self-Analysis and Transition Plan were completed. The Bridge NY applications are due on January 6th. Regarding renaming CDTC, CDTC's marketing firm suggested that "Capital Region Transportation Planning Organization" may be too long and suggested consideration of "Capital Region Transportation Council" and "Transportation Council of the Capital Region."

Status of Regional and Local Planning Activities

1. CDRPC

Mark Castiglione noted that CDRPC is an affiliate economic development entity with the Economic Development Administration and is embarking on an update to its Comprehensive

Economic Development Strategy, which should be completed in early 2023. He suggested checking broadbandmap.fcc.gov to confirm the accuracy of the internet connectivity record in the FCC's database by January 13th. The information will be used for an upcoming federal grant program.

2. CDTA

There were no updates from CDTA.

3. NYSDOT

Bob Rice noted that the NY 378 Bridge PEL study continues with good participation and a number of good ideas on the table. NYSDOT is in discussion with their chosen consultant for the Re-Imagine 787 Study, and they may ask for an amendment to the project for it to be a PEL study. The Glenridge Rd overheight detection project was awarded. Edits to the STIP will start to be able to be made this week. NYSDOT is seeking clarification on funding for the new Complete Streets legislation that was passed. Culvert project applications are due on Friday, January 27th.

4. NYSTA

There were no updates provided at this meeting.

5. Albany County Airport Authority

Connor Haskin introduced himself and noted that the Master Plan Update continues with a look at facility requirements to accommodate growth. The FAA's forecast of operations shows an increase of operations at the airport over the next twenty years. The Authority will be applying for federal funds for a sustainability planning initiative.

6. Albany Port District Commission

There were no updates provided at the meeting.

Upcoming Meetings/Events/Deadlines

Steve Feeney referenced the upcoming meetings listed on the agenda.

Adjournment

Randy Milano motioned to adjourn at approximately 11:25 am, Joe Seman-Graves seconded, and the meeting was adjourned.

Respectfully submitted,

Sandra Misiewicz, AICP
Secretary