

PLANNING COMMITTEE MEETING
Meeting Minutes
April 5, 2017

MEMBERS ATTENDING

Brad Birge, City of Saratoga Springs
Frank Bonafide, NYS Department of Transportation - Region 1
Mark Castiglione, Capital District Regional Planning Commission
Peter Comenzo, Town of Rotterdam
Kevin Corcoran, Town of Glenville
Don Csaposs, Town of Guilderland
Ross Farrell, Capital District Transportation Authority
Stephen Feeney, Schenectady County, Vice Chair
Michael Franchini, Capital District Transportation Committee,
Secretary
Stephen Iachetta, Albany County Airport Authority, Chair
Andrew Kreshik, City of Troy
Robert Leslie, Town of Bethlehem
Randy Milano, City of Albany
Paul Reuss, Village of Menands
Laura Robertson, Town of Niskayuna
John Scavo, Town of Clifton Park
Jeremy Smith, City of Watervliet
Joseph Teliska, representing Wayne Bonesteel, Rensselaer County
Christopher Wallin, City of Schenectady

STAFF AND OTHERS

Tom Baird, Barton and Loguidice
Chris Bauer, Capital District Transportation Committee
Robert Cherry, NYS Department of Transportation - Region 1
Joe Cimino, CHA Companies
Jack Conway, Town of East Greenbush
Lorenzo Distefano, NYS Department of Transportation- Region 1
Kristen Gaynor, MJ Engineering
Jaclyn Hakes, MJ Engineering
Tony Manfredi, Town of East Greenbush
Fred Mastroianni, GPI
Kara McKnight, City of Cohoes
Jeff Pangburn, Creighton Manning
Glenn Posca, Capital District Transportation Committee
Laura Sanda, McFarland Johnson
Evan Seyboth, NYS Department of Transportation- Region 1
Jen Viggiani, Town of Clifton Park
Carrie Ward, Capital District Transportation Committee
Greg Wichser, NYS Department of Transportation - Region 1
Aaron Xaevier, Capital District Transportation Committee

Introduction and Visitors' Issues

Steve Iachetta opened the meeting at approximately 9:32 AM. There were no visitor issues.

ADMINISTRATION

Previous Meeting Minutes - March 1, 2017

Members approved the March 1, 2017 minutes unanimously, with no revisions.

PRESENTATION - CITY OF ALBANY COMPLETE STREETS POLICY & DESIGN MANUAL

Jackie Hakes gave a presentation on the Albany Complete Streets Policy and Design Manual, a CDTC Linkage Study. Jackie described the project team, which included many City departments, representatives from regional agencies, and members of the special needs advocacy community. Jackie explained that the City's Complete Streets legislation required City staff to develop a manual. Jackie said that projects will occur incrementally, and will vary in scale based on project sponsor and type. Coordination both internally and externally is critical to implementing projects. Jackie gave an overview of the manual, and described the contents of each chapter. Recommended Complete Streets elements depend on many factors including the roadway's functional classification, existing land use context, and available right-of-way.

Randy Milano said the city is very pleased with the project and the product. Chris Wallin inquired about implementing a plan and/or manual, given varying political will and cost constraints. Randy clarified that the manual lays out a process for documentation of projects, as they are developed. Albany is considering implementing a checklist to document/track the Complete Streets elements of projects in the City.

ACTION ITEMS

2016-21 TRANSPORTATION IMPROVEMENT PROGRAM PROPOSED AMENDMENTS: R287 (1758.15) & R312 (1760.48), CR 68 OVER WYNANTSKILL CREEK & LARGE CULVERT REPLACEMENT

Joe Teliska explained that Rensselaer County would like to combine two projects, which are in close proximity to each other, to use one contractor. The proposed change does not impact the project's budget or CDTC's fiscal constraints. Members approved the amendment.

CDTC ENVIRONMENTAL JUSTICE ANALYSIS RELEASE FOR PUBLIC COMMENT PERIOD

Carrie Ward gave a presentation on CDTC's Environmental Justice/Title VI Analysis. Carrie said the purpose of the analysis was to comply with federal requirements. Carrie explained that the first step in the process was to collect demographic data. Carrie described the methodology used for the data analysis, and highlighted several recommendations for consideration. Carrie displayed comments received so far from CDTC's Equity Task Force and Bicycle & Pedestrian Advisory Committee.

Andrew Kreshik said the City of Troy received a letter regarding Title VI from New York State's Office of Civil Rights. Andrew is concerned these requirements and mandates will create a burden for Troy, and inquired as to how the two efforts are related. Andrew feels the two efforts are redundant. Mark Castiglione noted that CDRPC provides demographic data to regional municipalities. Carrie Ward said she would review letter Troy received. Chris Wallin said Schenectady received a similar letter in the past, and assigned the task to their legal staff. Ross Farrell said CDTA has Title VI officer, and developed a Title VI plan, which requires regular updating, but is not too onerous. John Scavo said he believes the State wants municipalities to show progress on the effort.

Members voted to recommend that CDTC's Policy Board open the public comment period.

DISCUSSION ITEMS

CAPITAL COEXIST TRAFFIC SAFETY AMBASSADOR MINI-GRANT PROGRAM

Mike Franchini said that CDTC has received a few new applications for the Capital Coexist Mini-Grants program, for which applications were still being accepted. The program funds projects that: 1) improve bicycle and pedestrian safety by reducing the number of vehicle crashes involving bicyclists and pedestrians, and 2) increase the number of bicycle and pedestrian trips (especially commuting trips) in the Capital Region. Any local government agency, certified first responder, 501(c)3 non-profit corporation, and private for-profit organization within the CDTC-area is eligible to apply.

CDTC received a total of 8 applications. All 8 applications were approved and funded within the proposed budget because some applications were willing to accept less funding. All the applications are very good projects and there is a good geographic balance. A list of approved projects is attached.

BIKE TO SCHOOL DAY (MAY 4TH) AND BIKE TO WORK DAY (MAY 19TH)

Mike Franchini encouraged members to participate in this year's Bike to Work and Bike to School Days.

CDTC PROJECT DELIVERY UPDATE

Aaron Xaevier distributed the current project tracking sheet. Aaron said the project tracking system was presented to the Complete Streets Advisory Committee, who was interested in using it to track a project's Complete Streets elements. Aaron said that CDTC would like to start collecting design documents from engineering consultants working on local projects if sponsors did not object. The information would be used to get a more complete and updated perspective on current projects, would inform complete streets performance measures,

and could be compiled for later use by CDTC and its members to estimate infrastructure project costs going forward.

Randy Milano gave a brief overview of the Henry Johnson Blvd bridge rehabilitation project. Randy described the project location and key elements. The rehab project is mostly structural in nature. Chris Wallin gave a brief overview of the Central Park Trail Connector project. Chris said the trail is a critical link in their trail network. The project is being completed within the existing right-of-way. They are modifying an intersection in park to make it more pedestrian-friendly.

Joe Teliska asked about projects that do not yet have design approval, but are supposed to be obligated this year. Aaron said for the next meeting that he would compile projects that are in danger of not meeting the current project schedule, and highlight them on the monthly tracking report.

NYSDOT PROJECT DELIVERY SCHEDULE

Lorenzo Distefano gave an update on NYSDOT's Local Project Delivery Schedule. He said of 14 local projects, 13 are currently on-time. Lorenzo thanked the local sponsors for their part in keeping projects on schedule.

STATUS OF PLANNING ACTIVITIES

CDTC

Mike Franchini said that CDTC received an approval letter from FHWA for their corrective action. CDTC had two (2) corrective actions from the recent FHWA Certification Review. The other corrective action, developing a financial plan, is in progress. Mike also described the City of Albany: S. Pearl St. Heavy Vehicle Travel Pattern Study, a CDTC Freight/Environmental Justice initiative.

CDRPC

Mark Castiglione notified the committee about CDRPC's Grant Funding Workshop. The workshop will be held on Wednesday, April 12, 2017, from 8:00 AM - 2:30 PM, at the HVCC Bulmer Telecommunications Building.

CDTA

Ross Farrell said construction on the River Corridor Bus Rapid Transit (BRT) project is starting this month. The current phase of construction consists mostly of pedestrian improvements.

NYS DOT

Frank Bonafide said the TAP/CMAQ award announcement is forthcoming. Frank also said they have reorganized some internal staff.

Albany County Airport Authority

Steve Iachetta said that the airport is now offering non-stop service to Pittsburgh. He also said enplanements are up. The airport recently completed construction of a compressed natural gas (CNG) station.

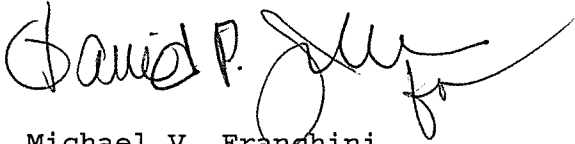
Linkage/Local Planning Activities

Mike Franchini said several Linkage studies are coming to a close.

Adjournment

The meeting was adjourned at 10:58 AM. The next Planning Committee meeting is scheduled for May 3, 2017.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael V. Franchini". The signature is stylized and cursive, with a large initial "M" and "F".

Michael V. Franchini
Secretary