

**Herkimer-Oneida Counties
Governmental Policy & Liaison Committee
June 15, 2017**

The Governmental Policy & Liaison Committee (GP&L) met at Mohawk Valley Community College, Information Technology Building, Room 225, Utica, NY on Thursday, June 15, 2017. Chairman Anthony J. Picente, Jr. opened the meeting at 9:35 a.m.

Voting Members Present:

Anthony Picente, Chairman	Oneida County Executive
Bernard Peplinski, Vice-Chair	Chairman, Herkimer County Legislature
Jim Wallace	Herkimer County Administrator
Steve Billings	Herkimer County
EJ Moses	CNYRTA/Centro of Oneida
David Wood	Representing George Joseph, Oneida County BOL Majority Leader
Nicolas Choubah	Region 2 Director, Representing Matthew Driscoll, NYSDOT Commissioner
Chris Lawrence	Planner, Representing Robert Palmieri, City of Utica Mayor
Mike Waterman	Oneida County Legislator, DPW Chairman
Michael Jauch	Representing Howard Milstein, Chair of the Board, NYSTA
John Kent, Jr.	Herkimer-Oneida Counties Comprehensive Planning Program, Program Director

Others Present:

Stephen R. Smith	Herkimer County IDA
Debra Windecker	NYSDOT, Region 2, RPPM
Brian Hoffmann	NYSDOT, Region 2, Design Engineer
Sandra Lusher	NYSDOT, Region 2
Jeff Quackenbush	HOCCPP
Erin Tylutki	HOCCPP
Dana Crisino	HOCTS Program Manager
Ethan Brennen	HOCTS
Barb Hauck	HOCTS

Approval of March 14, 2017 Proxy-Vote Minutes

Chairman Picente asked for a motion to approve, as mailed, the minutes from the March 14, 2017 Proxy-Vote of the GP&L. The Proxy-Vote was used due to the dangerous driven conditions of the winter storm on the meeting day. Such a motion was made, seconded, and passed unanimously without further discussion.

Opportunity for Public Comment

This is in accordance with HOCTS Public Participation Plan 2016 update.

Chairman Picente opened the meeting and asked if there were any comments from the general public. It was noted that there were no public comments were made.

HOCCPP Technical Assistance

Jeff Quackenbush, GIS Coordinator, presented recent examples of technical skill and assistance provided by the Herkimer-Oneida Counties Comprehensive Planning Program, particularly through the Geographic Information Systems (GIS) Unit.

Jeff cited the different types of GIS work projects which include Traffic Counts, Pavement Condition/Road Scoring, Snowmobile Trail mapping, Bike & Pedestrian Trail mapping, Water Distribution System mapping, and Sanitary Sewer mapping. Recent project examples and approximate costs were highlighted for twelve municipalities who entered into agreements with HOCCPP for the requested projects. The components involved in the HOCCPP data used, in Oneida and Herkimer Counties, for the projects are as follows: Parcels, Aerial Imagery, LIDAR elevations, Wetlands, Flood Plains, Soils, Real Property Inventory, 911 Address Ranging, Legislative Districts, Global Positioning Systems (GPS), Digital Photography, Traffic Counts, Pavement Conditions, Sanitary Sewers, and Water Distribution Systems.

The details of four examples of projects were also given: 1) Infrastructure Location: Water Pollution Control; 2) Kirkland Zoning Map: New Zones based on Tax Parcel Boundaries; 3) Snowmobile Trail Mapping: Mapped TC Riders Trail Network and supplied mileage and infrastructure inventory to NYS Parks and Recreation; and 4) Traffic Counts.

Jeff concluded the presentation by showcasing the new interactive Web Mapping Applications for Traffic Counts, Oneida County Ag-Districts, and Oneida County Ag-Tourism using real-time data. It can be accessed through the Oneida County Planning website at <http://www.ocgov.net/oneida/planning/WebMappingApplications>. The GIS staff needed to verify all the actual locations of the attractions. This project was needed due the majority of the attractions use google maps, for their marketing, which inaccurately marked the attraction locations with up to 3 miles error in location. Currently it only available for Oneida County, but can be developed for Herkimer County if they would like to have the same. It will also soon be available to be downloaded to smart phones.

HOCCPP Resolution 2017- 01

John Kent presented a request for action to approve HOCCPP's continued ability to provide technical services to other units of government and other entities.

The Herkimer-Oneida Counties Governmental Policy and Liaison Committee (GP&L) was created in 1963 by corresponding resolutions of the Herkimer County Board of Supervisors (Resolution No. 161) and the Oneida County Board of Supervisors (Resolution No. 265) pursuant to Article 5-G of the General Municipal Law of the State of New York. These corresponding resolutions also established the Herkimer-Oneida Counties Comprehensive Planning Program (HOCCPP) to provide the professional and technical staffing necessary to undertake comprehensive regional planning within the two counties, and designated the Oneida County Commissioner of Planning as the Program Director of HOCCPP.

HOCCPP is frequently approached by other local units of government (cities, towns and villages), other counties and other entities (not for profits, snowmobile clubs, fire districts, etc.) with requests for technical services that are above and beyond the technical capabilities of those other units of government and entities to accomplish. These requests, for HOCCPP to provide technical assistance and services, typically include such examples as GIS mapping projects, pavement scoring, traffic counts, trail mapping, land use (planning and zoning technical assistance), environmental assistance, flood mitigation projects and assistance with grant preparation and monitoring. These units of government and other entities are willing to enter into agreements with HOCCPP to reimburse HOCCPP for the full cost of providing these technical services.

HOCCPP Resolution 2017-01 requests the Governmental Policy & Liaison Committee authorizes and directs the Program Director of HOCCPP to execute subsequent agreements for the provision of technical services as outlined above with other units of government and entities and to take such additional action as may be necessary to provide such technical services.

John noted the continuing need is based on the growing requests cited in Jeff Quackenbush's presentation. The smaller municipalities do not always have the technical knowledge, time, and/or money to provide these services for themselves.

Chairman Picente noted this resolution shows the public how the County provides shared services which is a good use of taxpayer funds.

With no further discussion, Chairman Picente asked for a motion to approve HOCCPP Resolution 2017-01. A motion was made, seconded, and passed unanimously.

2017-2018 Unified Planning Work Program (UPWP) Update

Dana Crisino gave a brief presentation update of the HOCTS 2017-2018 Unified Planning Work Program (UPWP) that began on April 1, 2017. Dana explained that the UPWP serves as an outline and a guide for the MPO's transportation planning funds and activities for the fiscal year beginning April 1, 2017 running to March 31, 2018.

Herkimer County Old Forge-Thendara Community Shuttle: The 2017-2018 Section 5311 Rural Transit application was submitted to NYSDOT Main Office April 10, 2017 and supporting documents were submitted by May 10th. Herkimer County is the applicant and HOCTS is doing the administrative work, as it is budgeted. Scheduling changes for 2017-2018 were made based on the summary, review and recommendations made by all parties involved. The 2017 schedule starts July 1st and runs through September 2nd during the day between 10:00 am to 4:30 pm on Thursdays, Fridays, and Saturdays with two buses running. A third bus will be in use for the same time period but in coordination with the Adirondack Scenic Railroad train schedules on Thursdays and Saturdays. An addition to the system is the Night Owl run on Friday and Saturday nights only from 6:00 pm to 10:00 pm to accommodate the local restaurants and entertainment businesses. Also new this season is the bus wrapping of the four shuttle buses to brand and market the Old Forge-Thendara Community Shuttle as an established transportation amenity for the tourists and locals during the summer season. The draft is still in the design stage but will be on the buses for the beginning of the shuttle season. The colors will be green and gold to coordinate with the Adirondack Scenic Railroad and continue an Adirondack flavor. When the new brochures are done, Dana will email it to TPC and GP&L members, along with website links, and any other pertinent information. There will be a fall leaf peeping shuttle, starting September 16th through the middle of October, which will again coordinate with the Adirondack Scenic Railroad, but different brochures and marketing will be done separately, as not to confuse the users. Brochure and further information can be found on the HOCTS website: <http://ocgov.net/planning/hocts/ofshuttle>.

System-Wide Analysis: Coordination is rising to a new level in the transit area. The Transportation Coordination Committee (TCC) and Oneida County's Vision 2020 Phase II: Transportation working groups are talking about the same needs, gaps, and resolving to improve transportation options in Oneida County. One of the common areas is the need to refresh the Oneida County Rural Transit system. At a recent meeting HOCTS had with NYSDOT Main Office reps in early May, it was agreed that the OCRT system needs to be refreshed. HOCTS and NYSDOT agreed to milestone intervals to move the change slowly, but steadily along within two years, with the goal of completion by the beginning of 2019; in time for the 2019-2020 Section 5311 Rural Transit application. The Oneida County's Vision 2020 Transportation working groups chairperson will be presenting at the June 28th TCC meeting and a group discussion will follow on how the two committees can work together to help shape the scope of work for the System Wide Analysis, Transit Connections, including any future transportation improvement and expansion studies.

Exit 31 Redesign Feasibility Study: Slight progress has been made, but mostly delayed due to the priorities of the administrative tasks involved in getting the Old Forge Shuttle ready for the 2017 season, and with the NYSDOT requirements regarding Oneida County Rural Transit system. It is anticipated that progress on work tasks for Feasibility Study will be back on track during the summer months.

Chairman Picente noted Dana's comprehensive projects and hard work to improve the transportation system in Oneida and Herkimer Counties.

HOCTS Resolution 2017-22: TIP Amendment

Sandra Lusher presented a request for action to revise the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 280566 – Traffic Systems Improvement Project 15 in Madison and Oneida Counties, shall be revised to have the funding for the phases of Construction and Construction Inspection be increased. The total project cost shall be increased from \$1,277,000 to \$1,593,000.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-22 for the revision of PIN 280566 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-23: TIP Amendment

Sandra Lusher presented a request for action to revise the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 280591 – Bridge Rehabilitation Project 17, State Route 29A over the East Canada Creek (BIN 1020740) and State Route 46 over Barge Canal (BIN 4025690) in Fulton and Oneida Counties, shall be revised to have a site changed from State Route 46 over Barge Canal (BIN 4025690) to State Route 8 over Genesee Street (BIN 1051530). The funding for the phase of Detailed Design shall be reduced and the funding for the phases of Construction and Construction Inspection shall be increased. The fund Source for the phases of Detailed Design, Construction and Construction Inspection shall be changed from STP Flex to NHPP. The total project cost shall increase from \$2,957,000 to \$3,520,000.

Brian Hoffmann noted that projects were switched due to resource availability in Main Office Structures. Main Office was slated to design Route 46 over Barge Canal, but needed to devote resources to design Higginsville Road over Barge Canal as part of the BridgeNY program. Route 8 over Genesee St. will be designed by Region 2.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-23 for the revision of PIN 280591 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-24: TIP Amendment

Sandra Lusher presented a request for action to revise the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 280532 - RT 5S: Safety Project, City of Utica in Oneida County, shall be revised to have the funding for the phases of Construction and Construction Inspection increased. The total project cost shall be increased from \$16,135,000 to \$19,887,000.

Sandra Lusher noted the increase is due to the limited staff capacity of construction inspectors for larger projects. This project is coming from Traffic Safety as they have the funds to do.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-24 for the revision of PIN 280532 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-25: TIP Amendment

Sandra Lusher presented a request for action to revise the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 201207 – RT 169/Stoney Creek (BIN 1039050) Town of Fairfield, Bridge Replacement Structural in Herkimer County, shall be revised to have the fund source for the phases of Detailed Design, ROW Acquisition, Construction and Construction Inspection changed from STP Flex to NHPP. The funding for the phases of Construction and Construction Inspection shall increase and the total project cost shall increase from \$1,335,000 to \$1,608,000.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-25 for the revision of PIN 201207 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-26: TIP Amendment

Sandra Lusher presented a request for action to revise the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 2TTS18 – Traffic Systems Improvement Project 18, Safety Traffic Signals/Devices Regionwide, shall be replaced by PIN 280598. The funding for the phases of ROW Acquisition, Construction, and Construction Inspection shall be increased. The total project cost shall increase from \$1,529,000 to \$1,557,000.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-26 for the revision of PIN 280598 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-27: TIP Amendment

Sandra Lusher presented a request for action to revise the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 2TTM18 – Pavement Marking Project 18, Safety Pavement Markings Regionwide, shall be replaced by PIN 280599. The funding for the phases of Construction, and Construction Inspection shall be changed from NHPP to STP Flex. The total project cost shall increase from \$2,943,000 to \$2,997,000.

Sandra noted that this was a precautionary change of moving from federal NHPP and adding to STP Flex for Construction and Construction Inspection due to federal funding levels.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-27 for the revision of PIN 2TTM18 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-28: TIP Amendment

Sandra Lusher presented a request for action to add a project to the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project Block PIN 2TCV19 - Culvert Repair / Replacement Project 19, Various Locations Regionwide shall be replaced by PIN 280600. The total project cost shall be increased from \$1,280,000 to \$1,325,000.

Sandra noted the increase was due to inflation factor adjustment.

With no further discussion, Chairman Picente Crisino asked for a motion to recommend for the approval HOCTS Resolutions 2017-28 for the revision of PIN 2TCV19 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-29: TIP Amendment

Sandra Lusher presented a request for action to add a project to the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 2ST027 – Higby Road (County Routes 186, 51, & 96): Oneida County Line to State Route 5S, CIPR W/Overlay, in Herkimer County, shall be revised to have the funding for the phases of Construction and Construction Inspection be increased and project moved from SFY 2017 to SFY 2018. The total project cost shall be increased from \$2,078,000 to \$2,251,000.

There was a brief discuss on a comment that Higby Road is a very busy road. It was asked if there is any potential for an Oneida County study on the Oneida County side of Higby Road. Deb Windecker stated not at this time. Nick Choubah noted they are working with State Police to gather safety data.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-29 for the revision of PIN 2ST027 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-30: TIP Amendment

Sandra Lusher presented a request for action to add a project to the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 280589 – Pavement Marking Project 17, Regionwide shall be revised to have the fund source NHPP removed from the phases of Construction and Construction Inspection. The phases of Construction and Construction Inspection shall be moved from FFY 2018 to FFY 2017. The total project cost shall decrease from \$3,019,000 to \$2,963,000.

Nick Choubah noted NYSDOT has received public complaints about the pavement markings. NYSDOT's preventative maintenance is currently on a three cycle, but NYSDOT will be reducing the cycle to two years in a trend to provide better visibility.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-30 for the revision of PIN 280589 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-31: TIP Amendment

Sandra Lusher presented a request for action to add a project to the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 280577 – Culvert Repair/Replacement Project 17, Regionwide shall be revised to have the funding be increased for the phases of ROW Incidentals and ROW Acquisition. The total project cost shall be increased from \$2,595,000 to \$2,636,000.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-31 for the revision of PIN 280577 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously as amended.

HOCTS Resolution 2017-32: TIP Amendment

Sandra Lusher presented a request for action to add a project to the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project Block PIN 2TM182 – Cyclical Highway Maintenance Bridge Painting, Minor Maintenance and/or Cleaning Regionwide, shall be revised and used to create PIN 280601 and PIN 280602. The funding remaining in the Block PIN shall decrease from \$10,822,000 to \$4,672,000.

It was noted that both Resolutions 2017-32 and 2017-33 are related as both come from the same Block PIN 2TM182.

HOCTS Resolution 2017-33: TIP Amendment

Sandra Lusher presented a request for action to add a project to the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area

NYSDOT Region 2 project PIN 280602 – PM Bridge Project, Oneida County, General Bridge Rehabilitation, in Oneida County shall be created from the Block PIN 2TM182. The funding source shall be NHPP for FFY 2017, 2018, and 2019 for a total project cost of \$2,799,000.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval of HOCTS Resolution 2017-32 for the revision of PIN 2TM182HOCTS and Resolution 2017-33 for the addition of PIN 280602 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

HOCTS Resolution 2017-34: TIP Amendment

Sandra Lusher presented a request for action to add a project to the existing project list of the 2017-2021 Transportation Improvement Program (TIP) for the Utica urbanized area.

NYSDOT Region 2 project PIN 265053 – Mohawk River Trail Phase II, City of Rome (TAP), New/Improved Shared Use Paths Oneida County, shall be added to the 2017-2021 TIP. The funding source shall be TAP FLEX for FFY 2017 and 2018 for a total project cost of \$1,750,000.

There was a brief discussion on the funding of maintenance of the trails. It was noted that whoever owns the land underneath the trails, usually is responsible for the maintenance. Per NYSDOT, there is a national funding source available that would pay for the maintenance for between 5-10 years; only long enough to get the local maintenance funding in place to continue the local maintenance. It was commented this trail project will be a nice addition for the overall trail system.

With no further discussion, Chairman Picente asked for a motion to recommend for the approval HOCTS Resolutions 2017-34 for the addition of PIN 265053 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously.

NYSDOT Projects Update

Debra Windecker announced that Sandra Lusher is officially the HOCTS representative. Deb provided an update regarding the status of the projects within the MPO and Region 2:

- North-South Arterial Project: Project nearing completion and within budget. Finishing work will include final paving and landscaping. Crews are working on Court Street now and expected to be open by the end of July 2017.
- Griffiss Parkway Phase 3: As weather permits, construction continues with a focus on the contractor installing drainage and underground utility relocations (major steam line, water) and will progress in to 2018.
It was noted that a revision to the Work Zone Traffic Control Plan may be needed because Stewart's Ice Cream Company decided to build before the project was completed instead of after completion. Stewarts Company plans to build a convenient store on Floyd Ave. The GDLC is planning to build a connector road from Floyd Avenue to the Hanger Road Roundabout. Stewarts will have access to this road.
- Route 51 Bridge in Ilion (over Mohawk River): A major rehab, two season project is underway to replace the bridge in a 2 year contract at a cost of \$4.5 M.
- Burrstone Road Bridge Replacement: A major rehab, two year project to replace bridge deck at \$7.2M.
- Route 5S Safety Improvement, Oriskany Blvd, Utica: Design Approval pending with FHWA working towards a December 2017 letting and spring 2018 for construction to start. This is a \$15.3M project, which is a major portion of Region 2's capital program.
- Route 5A/Oriskany Blvd. Combined Storm Sewer Separation Project, City of Utica: Construction is progressing, but has been hampered by unexpected soil conditions. Project area has a lot of non-hazardous contaminated soil that may be temporarily stockpiled in the cloverleaf area of Route 12/Glass Factory Road for eventual disposal at an appropriate landfill. Work will continue as weather permits this summer.
- Bridge NY Program: There are five bridge projects in the HOCTS area that are on the project list. It was noted that almost half of all statewide projects have been approved by Main Office in Albany. They

have 18 months total to complete the approval process. Region 2 is working closely with local sponsors and been having biweekly meeting with Main Office. Although no date has been identified for the next round of Bridge NY funding, it was noted that \$50 mil was added to the Bridge NY Program in the Governor's budget.

- TAP Projects: Announcement of awards was in April 2017. There were two local projects awarded, which are 1) City of Rome's Mohawk River Trail Phase II; awarded \$1,400,000; and 2) Town of Lenox's Town of Lenox-Canastota to Wampsville Rail Trail; awarded \$800,000.
- Pedestrian Action Safety Plan: Local solicitation to be forthcoming by the end of the year. Utica was noted as a high need area.

Other Business

There was no other business.

Closing

With all scheduled business completed and no other business presented, Chairman Picente adjourned the meeting at 10:45 am.

Respectfully submitted,
Barb Hauck – Associate Planner, HOCTS