



METROPOLITAN PLANNING ORGANIZATION

Boehlert Center at Union Station
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Director: Dana R. Crisino, AICP

**Minutes for the February 11, 2021
Regular Meeting – Q1 2021
Herkimer-Oneida Counties
Transportation Planning Committee
Virtually held through Cisco WebEx**

Administered by: Herkimer-Oneida Counties Transportation Council (HOCTC) MPO

Call to order at 9:35 AM made by the Chairman, Mark Nagele.

1. Roll Call

Voting Members Present

Mark Nagele, Chairman
Mark Laramie
E.J. Moses
Joe Guiliano
Deb Windecker

Jeff Quackenbush

Jerrin George

Superintendent, Herkimer County Highways Department
Commissioner, Oneida County Public Works Department
Director of Facilities, CNYRTA/Centro
Engineer II, City of Rome
Regional Planning and Program Manager, NYSDOT
Region 2
GIS Coordinator, Oneida County Department of Planning,
*representing James Genovese, Director, Herkimer-Oneida
Counties Comprehensive Planning Program*
Professional Engineer I, NYS Thruway Authority

Non-Voting Members Present

Dana Crisino, AICP
Barb Hauck
Alexander Turner
Mark DeRocco, P.E.

Kelly Walters
Matt Andrews

Amy Henges
Brian Schultz
Chris Burtch

Tara Spraker

Director, HOCTC
Principal Planner, HOCTC
Planning Specialist, HOCTC
Assistant Regional Planning and Program Manager &
HOCTC Liaison, NYSDOT Region 2
Executive Director, Parkway Center
Deputy Director, Community & Economic Development,
City of Rome
Staff, NYSDOT
CEO, CNYRTA/Centro
Deputy Commissioner, Oneida County Public Works
Department
Director of Grants and Revenue Contract Administration,
CNYRTA/Centro

Voting Members Absent
Christopher Lawrence
Calla Perrilloux

Planner, City of Utica
Finance Assistant, Birnie Bus Service, Inc.

2. Approval of the Minutes

- Motion to approve the minutes of the November 23, 2020 meeting as submitted made by: E.J. Moses
- Seconded by Deb Windecker
- Voting: Passed, 7-0-0

3. Public Comment

No public comment.

4. Director's Report

- Dana gave a synopsis of what was voted on at the December 2020 meeting of the Governmental Policy & Liaison Committee. The committee changed the name of the MPO from Herkimer – Oneida Counties Transportation Study (HOCTS) to Herkimer – Oneida Counties Transportation Council (HOCTC). This change reflects the operational and functional capacity of the organization. Furthermore it lessens confusion among the public, elected officials, and partner agencies and it keeps with the naming convention of other MPOs in the state.

The bylaws of the GP&L were also changed at the last meeting of the GP&L. The purpose of the update was to organize, modernize, and to create an efficient set of operating procedures. It was noted that the last update to the bylaws was made in 1973. Other notable changes included the voting membership and quorum of the committee, the format of the meeting agenda, and the addition of officers such as the clerk. These changes became effective at the close of that meeting.

5. NYSDOT Region 2 Report

- Deb Windecker gave a report on the activities that NYSDOT Region 2 has performed in the last quarter. The following projects were let between December and February:
- Paving Improvement (Vendor Paving Projects – OGS)
 - a. State Route 12 from State Route 8 to Putnam Road/Trenton Road intersection for \$2.5 million.
 - b. Village of Mohawk Paving and Signal Upgrades for \$1.5 million. The apparent low bidder was Central Paving.

- PIN 280600, Culvert 19. Two culverts and two bridges on State Route 12B in Deansboro, State Route 8 in Bridgewater, and State Route 13 in Florence are to be let on February 18.
- A BRIDGE NY 2018 project on Seifert Road over Wood Creek in the City of Rome was let for \$1.1 million to Vector Construction.
- Within the MPO for SFY 2020 – 2021 there was \$46,000,092 in let projects. NYSDOT let projects totaled \$37,005,252. The local and other let projects share totaled \$8,994,840.
- The NYSDOT let projects by type were listed as the following:
 - a. Bridge/Culvert: \$17,949,124 (48%)
 - b. Pavement: \$7,872,824 (21%)
 - c. Safety: \$7,643,304 (21%)
 - d. Bike/Ped: \$3,540,000 (10%)
- The Local and Other let projects by type were listed as the following:
 - a. Pavement: \$5,814,446 (65%)
 - b. Bridge/Culvert: \$3,180,394 (35%)
- BRIDGE NY will have a Round 3 for funding. \$200 million will be set aside for local bridges or culverts, with \$90 million in funding for bridges in Upstate New York utilizing Federal funds, and \$50 million in funding for Culverts utilizing State funds. Project sponsors can submit up to three applications with a maximum award going to two of those projects. The funding for bridges will be provided to all phases of the project and can vary between \$250,000 to \$5 million for a single project. The program will fund the project at 95% with a 5% local match. The funding for culverts will be provided to all phases of the project and can vary between \$50,000 to \$1 million. Project sponsors can submit up to five applications with a maximum award per sponsor limited to four projects. The replacement, rehabilitation, and relining of culverts are eligible to be funded. The projects will be funded at 100%. Costs that exceed the award however will be the responsibility of the sponsor. DOT is offering to provide design and construction inspection services for the projects. The evaluation criteria is listed on the NYSDOT website at <https://www.dot.ny.gov/bridgeny>. The following will be considered for each project proposal: capital need – bridge condition, facility importance – traffic volume, restrictions – weight postings, and risk/resiliency – structural and hydraulic. Sponsor training will be conducted on February 16 with a recording available for review. A deadline for pre-review of submittals will be April 14, 2021 for culvert applications and May 26, 2021 for bridge applications. The final submittals must be submitted by May 19, 2021 for culvert applications and June 9, 2021 for bridge applications.
- A development of a scope of work has been underway for the Planning and Environmental Linkages Study for Thruway Exit 31 in Utica. A request for proposal is tentatively scheduled for late spring/early summer.

- NYSDOT applied for a FEMA grant through the DHSES – Building Resilient Infrastructure and Communities (BRIC) for the Route 69 Bridge over Sauquoit Creek. The \$14 million application is currently in a \$500 million national competition with pre-award notices expected in June 2021. The application included that the bridge be replaced from its current 78 feet wide span to 200 feet. Additionally, two flood benches would also be constructed to expand the hydraulic capacity of the creek in order to contain a 100-year storm event.

6. Other Reports

- None

7. Presentations

- None

8. Old Business

- None

9. New Business

- **HOCTC Resolution 2021 – 01: 2021 – 2022 UPWP** presented by Dana Crisino.
 - Description: To endorse and adopt the 2021 – 2022 UPWP, as submitted, for the Herkimer – Oneida Counties Transportation Council.
 - Discussion: Dana presents the proposal for the 2021 – 2022 Unified Planning Work Program which would be in effect from April 1 2021 through March 31, 2022. The new UPWP would further the LRTP and project planning for investment as well as support the TIP capital programming for investment. It would promote cooperation and coordination across modal systems and provide a forum for the community to discuss transportation. The regional development goals would be aligned with transportation investments and the transportation system would be enhanced through the use of data. Additionally, the UPWP would provide the ability to access technical and industry knowledge and educational support to member municipalities.

The primary task categories of the document would be: Program Support and Administration, General Development and Comprehensive Planning, Long Range Transportation Planning on both a system and project level, Short Range Transportation Planning, and the Transportation

Improvement Program. The ongoing tasks associated with the UPWP include:

- Environmental justice/Title VI/ADA
- GIS/street address mapping/Traffic counting/road scoring
- LRTP implementation and LRTP Transportation Atlas
- Local Transportation Planning Assistance Program
- Feasibility Planning & PEL Study for the NYS Thruway Exit 31 at North Genesee Street
- System Wide Analysis for Transit Based Transportation Connections
- Updates for the Bike and Pedestrian Trail Guide

The budget of the UPWP is listed as the following:

FHWA PL

Federal:	\$833,816	80%
NYS:	\$131,655	15%
Local:	\$43,885	5%
TOTAL:	\$1,009,356	100%

The funding levels of each task is listed as the following:

Contract Services	43%
Program Support & Administration	16%
Short Range Transportation Planning	16%
General Development & Comprehensive Planning	10%
Long Range Planning – System	8%
Long Range Planning – Project	6%
Transportation Improvement Program	1%

FTA MPP

Federal:	\$67,460	80%
NYS:	\$12,649	15%
Local:	\$4,216	5%
TOTAL:	\$84,325	100%

The funding levels of each task is listed as the following:

Program Support & Administration	71%
General Development & Comprehensive Planning	12%
Long Range Planning – System	6%
Long Range Planning – Project	5%
Short Range Transportation Planning	5%
Transportation Improvement Program	1%
Contract Services	0%

The contractual obligations from 2020 – 2021 include the LRTP and Transportation Atlas for \$25,000. The

programmed obligations for 2021 – 2022 include the LTPAP at \$150,000 and the Exit 31 Feasibility Study at \$100,000.

- Motion to approve the resolution made by: E.J. Moses
 - Seconded by: Mark Laramie
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 02A: Amendment to the 2020 – 2024 TIP to revise a Blocked Preventative Maintenance Paving Project** presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 2TM223 – Blocked Preventative Maintenance Pavement Project, shall be revised to reflect a decrease in funding in the amount of \$11,558,000.
 - Discussion: None
 - Motion to approve both Resolution 2021 – 02A and 2021 – 02B together made by: Joe Guiliano
 - Seconded by: Mark Laramie
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 02B: Amendment to the 2020 – 2024 TIP to revise a Blocked Preventative Maintenance Paving Project** presented by Mark DeRocco.
 - Description: A project shall be added and placed on the MPO TIP, PIN 205685 – Preventative Maintenance, Rte. 8: Clayville to Rte. 840, created from PIN 2TM223. Project will be funded through the National Highway Performance Program in the amount of \$8,246,000.
 - *Resolution passed in previous motion.*

- **HOCTC Resolution 2021 – 03: Amendment to the 2020 – 2024 TIP to revise a Blocked Preventative Maintenance Paving Project** presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 280639 – Culvert Repair/Replacement Project 22, shall have its funding reduced in the amount of \$402,000. The funding moved to PIN 200808, a project outside the boundaries of the MPO.
 - Discussion: None
 - Motion to accept the resolution made by: Mark Laramie
 - Seconded by: Deb Windecker
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 04A: Amendment to the 2020 – 2024 TIP to revise a Blocked Preventative Maintenance Paving Project** presented by Mark DeRocco.

- Description: A project on the MPO TIP, PIN 2TM233 – Blocked Preventative Maintenance Pavement, Single Course Overlay (D Contract), shall have funding removed in the amount of \$11,225,000. \$372,000 of the removed funds moved to PIN 213455, a project outside the boundaries of the MPO. \$6,092,000 of the removed funds moved to PIN 205686. \$4,761,000 of the removed funds moved to PIN 230349.
 - Discussion: None
 - Motion to accept Resolution 2021 – 04A, 2021 – 04B, 2021 – 04c, and 2021 – 04D together made by: Mark Laramie
 - Seconded by: Joe Guiliano
 - Voting: Passed, 7-0-0
- **HOCTC Resolution 2021 – 04B: Amendment to the 2020 – 2024 TIP to add a Preventative Maintenance Project** presented by Mark DeRocco.
 - Description: PIN 205686 – Preventative Maintenance, Rte. 8: Black Creek to West Canada Creek, shall be added to the TIP funded in the amount of \$6,333,000 in STBG funding.
 - *Resolution passed in previous motion.*
- **HOCTC Resolution 2021 – 04C: Amendment to the 2020 – 2024 TIP to add revise a Blocked Preventative Maintenance Paving Project** presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 2TM243 – Blocked Preventative Maintenance Pavement, Single Course Overlay (D Contract), shall have funding decreases in the amount of \$506,000 and the funding moved to PIN 230349.
 - *Resolution passed in previous motion.*
- **HOCTC Resolution 2021 – 04D: Amendment to the 2020 – 2024 TIP to add a Preventative Maintenance Project** presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 230349 – Preventative Maintenance, Rte. 46: Start of Rte. 46/49 overlap to GVM RR Crossing, City of Rome, added to the TIP. The project will be funded through the National Highway Performance Program in the amount of \$5,476,000.
 - *Resolution passed in previous motion.*
- **HOCTC Resolution 2021 – 05: Amendment to the 2020 – 2024 TIP to revise a Safety Project** presented by Mark DeRocco.

- Description: A project on the MPO TIP, PIN 280655 – Traffic Systems Improvement Project 24 (Safety; Traffic Signals/Devices) shall have \$352,000 in funding removed. The funding would be moved to PIN 213455, a project outside the boundaries of the MPO.
 - Discussion: None
 - Motion to accept the resolution made by: Deb Windecker
 - Seconded by: Mark Laramie
 - Voting: Passed, 7-0-0
- **HOCTC Resolution 2021 – 06: Amendment to the 2020 – 2024 TIP to revise a Pavement Striping Project** presented by Mark DeRocco.
 - Description: A project on the TIP, PIN TWSE20 – Pavement Striping on I-87 and I-90 Project, shall have \$304,000 in funding added to the project and the funding year will be changed from FFY 2020 to FFY 2021.
 - Discussion: None
 - Motion to accept the resolution made by: Mark Laramie
 - Seconded by: E.J. Moses
 - Voting: Passed, 7-0-0
- **HOCTC Resolution 2021 – 07: Amendment to the 2020 – 2024 TIP to revise a Blocked Bridge Preventative Maintenance Project** presented by Mark DeRocco.
 - Description: A project on the TIP, PIN 2TM232 – Blocked Bridge Preventative Maintenance Project (Cyclical Bridge Painting, Cleaning, and Minor Maintenance), shall have \$8,370,000 in funding removed with all the funding moved to PIN 280666.
 - Discussion: None
 - Motion to accept the resolution made by: Mark Laramie
 - Seconded by: Deb Windecker
 - Voting: Passed, 7-0-0
- **HOCTC Resolution 2021 – 08: Amendment to the 2020 – 2024 TIP to add a Bridge Replacement Project** presented by Mark DeRocco.
 - Description: A project, PIN 280666 – Bridge Replacement Project shall be added to the TIP funded in the amount of \$8,370,000.
 - Discussion: None
 - Motion to accept the resolution made by: Mark Laramie
 - Seconded by: Joe Guiliano
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 09A: Amendment to the 2020 – 2024 TIP to revise a Block Local Bridge/Pavement Rehabilitation Project** presented by Mark DeRocco.
 - Description: A project on the TIP, PIN 2TLB21 – Local Bridge/Pavement Rehab Project 21 shall have \$830,000 removed from the project and the FFY 2020 funding year will be removed.
 - Discussion: None
 - Motion to accept Resolution 2021 – 09A and 2021 – 09B together made by: Deb Windecker
 - Seconded by: Joe Guiliano
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 09B: Amendment to the 2020 – 2024 TIP to revise a Bridge Replacement Project** presented by Mark DeRocco.
 - Description: A project on the TIP, PIN 275445 – Oneida Street/Sauquoit Creek (BIN 2263310) shall have \$830,000 added to the project.
 - *Resolution passed in previous motion.*

10. Adjournment

The meeting was adjourned at 10:29 AM.

Respectfully submitted by Alexander Turner, HOCTC