

**Herkimer - Oneida Counties Transportation Planning Committee Quarterly Meeting  
May 29, 2019 Minutes**

Boehlert Center at Union Station, 321 Main Street, Utica, NY  
Third Floor, Department of Planning, Conference Room

Chairman Dennis Davis opened the meeting at 9:40 a.m.

**Voting Members present:**

- Dennis Davis (Chairman, TPC; Oneida County, Commissioner, Department of Public Works)
- Deborah Windecker (NYSDOT, Region 2 Planning Program Manager)
- Jim Lindholm (Representing Mark Nagele, Herkimer County Highway Department)
- E.J. Moses (CNYRTA/Centro of Oneida)
- Regina Venettozzi (Interim Program Director, HOCCPP)
- Michael Jauch (NYS Thruway Authority)
- Calla Perrilloux (Birnie Bus Service)
- Joseph Guiliano (City of Rome)

**Non-voting Members present:**

- Jerrin George (NYS Thruway Authority)
- Mark DeRocco (NYSDOT, Region 2)
- Chris Burtch (Oneida County DPW)
- Andy Karas (City of Utica, Engineering)
- Colt Miller (City of Utica, Engineering)
- David Tual (City of Utica, Engineering)
- Dana Crisino (HOCTS, Director)
- Barb Hauck (HOCTS, Principal Planner)
- Kelly Walters (Parkway Center, Director)

**Approval of Minutes**

Chairman Dennis Davis asked for a motion to approve, as mailed, the minutes from the February 19, 2019 TPC meeting. Deb Windecker noted an error which needs to be corrected: In the NYSDOT Region 2 Update, the total dollars of let projects in Oneida and Herkimer Counties was 65M not \$25M. No other corrections were noted.

Chairman Davis asked for a motion to approve the minutes of the February 19, 2019 meeting as corrected. A motion was made, seconded, and passed unanimously.

**Public Comment**

No public comment given.

**HOCTS Resolution 2019-09: Supporting New York State Department of Transportation’s 2018 Targets for Safety Performance Measures**

Dana Crisino presented a request for action to accept the New York State Department of Transportation’s 2018 Targets for Safety Performance Measures. The Highway Safety Improvement Program (HSIP) final rule (23 CFR Part 490) requires States for set targets for five safety performance measures by August 31, 2018. NYSDOT has officially adopted the safety targets in the Highway Safety Improvement Program annual report dated August 31, 2018.

The Herkimer- Oneida Counties Transportation Study may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the aforementioned State’s targets, or establish its own targets within 180 days for the State’s establishment of safety targets. HOCTS has agreed to support NYSDOT’s 2018 targets for the five safety performance targets in the attached table. Dana reviewed the Safety Performance Measures details and a discussion followed. The 2019 targets will be coming out in late summer.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend acceptance of the 2018 Targets for Safety Performance Measures. A motion was made, seconded, and passed unanimously.

**HOCTS Resolution 2019-10: Amendment of the 2017 – 2021 TIP Narrative to add Performance Measures**

Dana Crisino presented a request for adoption an amendment of the 2017-2021 TIP to revise the narrative addressing Performance Measures. According to federal regulation 23 USC Sec.134 (j) (2) (D), MPO TIPs adopted or amended after May 20, 2019 must include performance targets for the Highway Safety Improvement Program (HSIP) and Highway Safety.

HOCTS has agreed to support the NYSDOT statewide 2018 targets for the Safety Measures based on five year rolling averages per Title 23 Part 490.207 of the Code of Federal Regulations with HOCTS Resolution 2019-09. Therefore, the 2017-2021 TIP now must be revised to include the accepted NYSDOT’s 2018 Safety Performance Measures. The Resolution attachment “Performance Measure Narrative” will replace the existing Appendix D of the HOCTS 2017-2021 TIP.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for approval and adoption of HOCTS Resolution 2019-10 an amendment of the 2017-2021 TIP to revise the narrative addressing Performance Measures. A motion was made, seconded, and passed unanimously.

**HOCTS Resolution 2019-11: Complete Streets**

Dana Crisino gave a brief presentation and a request for approval and adoption of the establishment of the HOCTS Complete Streets Policy. Complete Streets are designed to enable safe access for users of all ages and abilities; pedestrians, bicyclists, motorists, and transit riders. It makes it easy to cross the street, walk to shops, and bicycle to work and school. Designs and practices include, but not limited to sidewalks, off-road paths, signage, and traffic calming measures.

The HOCTS Complete Streets Policy will include, will make it a routine part of everyday planning, will work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets; will support municipalities in the development of complete streets; will promote the benefits of Complete

Streets; will support educational programs about Complete Streets; and will serve as a resource to member municipalities, partner agencies, and general public for understanding and implementing Complete Streets.

Kelly Walters suggested that their Mobility Manager can help in educating the public of complete streets. Dana noted that HOCTS will be hosting a complete streets workshop in August in Rome sponsored by New York State Energy Research and Development Authority (NYSERDA) and New York State Department of Health (NYSDOH); more details forthcoming. Dennis Davis noted that 1) in any rehabilitation projects there is not enough room to add a bike lane or any other complete street accommodation; and 2) there is not enough funding, on the state level, in the rural areas for complete streets. The locals are bound by tax caps and local municipalities cannot afford it. It was further noted state-wide infrastructure is in serious decline and is not a priority.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for approval and adoption of the HOCTS Complete Streets Policy. A motion was made, seconded, and passed unanimously.

#### **HOCTS Resolution 2019-12a: TIP Amendment**

Mark DeRocco presented a request for action to delete 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 2TTR20 – Safety Project 20, Safety Traffic Signals/Devices shall be removed from the TIP. The funds shall be moved to PIN 280621, which shall be explained in HOCTS Resolution 2019-12b.

#### **HOCTS Resolution 2019-12b: TIP Amendment**

Mark DeRocco presented a request for action to revise 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 280621– Route 26: PM Paving on Route 26/365 Overlap, Oneida County shall be revised to receive all the HSIP funds from PIN 2TTR20, as stated in Resolution 2019-12a. The descriptive name of the PIN shall be changed to Route 26 and 26/365 Overlap: Safety and PM Paving in the City of Rome. The overall cost of the project shall increase from \$2,397,000 to \$4,338,000.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for the approval HOCTS Resolutions 2019-12a for the deletion of PIN 2TTR20, and for the approval HOCTS Resolutions 2019-12b for the revision of PIN 280621 as amendments to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously as amended.

#### **HOCTS Resolution 2019-13: TIP Amendment**

Mark DeRocco presented a request for action to revise 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 275440 – Mill Street/ Fish Creek (BIN 2205630) within the Town and Village of Camden, Oneida County shall be revised to have its Construction and Construction Inspection phases funding increased for a total project cost increase from \$936,000 to \$1,387,000.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for the approval HOCTS Resolutions 2019-13 for the revision of PIN 275440 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously as amended.

**HOCTS Resolution 2019-14: TIP Amendment**

Mark DeRocco presented a request for action to revise 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 275443 – Horton Road/Big Woodhull Ck (BIN 2205730) within the Town of Forestport, Oneida County shall be revised to have its Construction and Construction Inspection phases funding increased for a total project cost increase from \$1,082,000 to \$1,728,000. Dennis Davis noted the original scoping needed to be modified due to issues with utilities, Right OF Way, and other related issues. Deb Windecker stated the increase in funding did not come out of the NYSDOT Region 2 core budget.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for the approval HOCTS Resolutions 2019-14 for the revision of PIN 275443 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously as amended.

**HOCTS Resolution 2019-15: TIP Amendment**

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

NYSDOT Region 2 project PIN 265057 – 2018 TAP: Downtown Rome Wheels to Heels Streetscapes in Oneida County shall be added to the 2017 – 20121 TIP for a total project cost of \$1,324,000. Deb Windecker stated the project funding will not come out of the NYSDOT Region 2 core budget.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for the approval HOCTS Resolutions 2019-15 for the addition of PIN 265057 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously as amended.

**HOCTS Resolution 2019-16: TIP Amendment**

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

NYSDOT Region 2 project PIN 265059 – 2018 TAP: Sherrill Route 5 Corridor Pedestrian Accessibility in Oneida County shall be added to the 2017 – 20121 TIP for a total project cost of \$897,000. Deb Windecker stated the project funding will not come out of the NYSDOT Region 2 core budget.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for the approval HOCTS Resolutions 2019-16 for the addition of PIN 265059 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously as amended.

**HOCTS Resolution 2019-17: TIP Amendment**

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

NYSDOT Region 2 project PIN 265060 – 2018 TAP: Willow Place Sidewalk Improvements within the Town of Verona in Oneida County shall be added to the 2017 – 2021 TIP for a total project cost of \$1,752,000. Deb Windecker stated the project funding will not come out of the NYSDOT Region 2 core budget.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for the approval HOCTS Resolutions 2019-17 for the addition of PIN 265060 as an amendment to the 2017-2021 TIP. A motion was made, seconded, and passed unanimously as amended.

**HOCTS Resolution 2019-18: 2019 HOCTS Self-Certification of the Metropolitan Planning Process**

Dana Crisino gave a brief presentation and a request for approval and adoption of the 2019 HOCTS Self-Certification of the Metropolitan Planning Process.

It is the responsibility of HOCTS to ensure that said policy, planning and programming process is consistent with applicable Federal and State Law, and is consistent with local area objectives. The Self-Certification includes the following areas: required agreements, planning and technical, special considerations, and administrative management. Dana noted the Environmental Justice Plan needs to be updated in 2020, and a consultant will be hired to update the LRTP, which is due to NTSDOT December 31, 2019.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for the approval and adoption of HOCTS Resolution 2019-18 2019 HOCTS Self-Certification of the Metropolitan Planning Process. A motion was made, seconded, and passed unanimously.

**HOCTS Resolution 2019-19: FFY 2020 – 2024 Transportation Improvement Program (TIP)**

Dana Crisino gave a brief presentation and a request for approval and adoption of the HOCTS FFY 2020 – 2024 Transportation Improvement Program (TIP).

Federal regulations require that the TIP be a multi-year program of transportation improvement projects consistent with the Long Range Transportation Plan. HOCTS solicited projects from municipalities, Transportation Planning Committee members, transit providers, and other interested parties in the two-county planning area. As a result, HOCTS compiled a comprehensive and fiscally constrained draft TIP, whereas the priorities and project selections contained in the document reflect the needs and priorities of Herkimer and Oneida Counties, which were cooperatively coordinated with NYSDOT Region 2.

Projects are initially blocked by categories until the TIP is approved by the GP&L, NYSDOT, and Federal Highway. Then HOCTS will work together with TPC members, Region 2, and OC DPW to prioritize projects and will amend the TIP with specific projects as funding becomes available. This process will be followed until new federal legislation bill is passed and guidance is given. This draft has been out for public review and will be presented for approval at the June 13<sup>th</sup> GP&L meeting. Then the final will be uploaded to NYSDOT before June 28. Between June 29 and October 1, 2019 , NYSDOT Main Office is in a blackout period and no MPO can make changes to their submissions.

Dana reviewed the process of the TIP development, the contents of the document, and highlighted some of the local projects in the categories of highway bridge replacement/rehabilitation, paving, trail, TAP awards, pedestrian safety, urban transit, and rural transit.

With no further discussion, Chairman Dennis Davis asked for a motion to recommend for the approval and adoption of HOCTS Resolution 2019-19 HOCTS FFY 2020 – 2024 Transportation Improvement Program (TIP). A motion was made, seconded, and passed unanimously.

**Report of Administrative Modifications**

Dana Crisino presented to the committee a report on the Administrative Modifications made to the TIP for February 2019 –May 2019, which are as follows:

ADMIN MOD. #	PIN	DESCRIPTION	AGENCY
2019-4MOD	275443	Horton Road/ Big Woodhull Creek BIB 2205730, Town of Forestport, Oneida County; Reconstruction Bridge Replacement. The ROW Incidentals and ROW Acquisition funding is increased, but is under the 10% of the total project cost allowed for the TIP Administrative Modification. All other items remain unchanged.	NYSDOT
2019-5MOD	265053	Mohawk River Trail Phase II, City of Rome (TAP), New/Improved Shared Use Paths in Oneida County. The RW Incidental phase is being moved from FFY2018 to FFY2019. Although the overall project cost and the overall amount of federal funds is the same, the funds are being moved within the phases.	NYSDOT
2019-6MOD	280617	Intersection Improvement Project, safety: traffic signals/ devices and traffic signs. The Construction phase is increasing from \$510,000 to \$560,000 using NHPP funds and Construction Inspection respectively. The total project increases from \$989,000 to \$1,045,000.	NYSDOT
2019-7MOD	280608	Preventative Maintenance: Single Course Overlay (D Contract), Safety: Traffic Signs, SR 12 PVT: SR 5A to Putnam Rd. & O/H Signs in Oneida County. The Construction phase is increasing from \$8.054M to \$8.356M and Construction Inspection is increasing for \$.867M to \$.901M, with the funding sources of STP Flex, Non-Federal, and NHPP remain unchanged. The total project increases from \$9.692M to \$10.028M. This is less than a 10% increase and is less than a \$349,999.99 increase.	NYSDOT
2019-8MOD	280624	Culvert Repair/Replacement Project 20, Various Locations, Regionwide. The scoping, preliminary design, and ROW Inc. will be	NYSDOT



		moved from FFY 2019 to FFY 2022. The detailed design, and ROW acquisition will be moved from FFY 2019 to FFY 2023, and construction and construction inspection will be moved from FFY 2019 to FFY 2023.	
2019-9MOD	206538	Clinton-Route 12B: PM Paving; Route 12B & 412. The Scoping, Preliminary Design, and ROW Inc. funding shall be moved from FFY 2019 to FFY 2022, the detailed design and ROW Acquisition funding will be moved from FFY 2019 to FFY 2023, and the Construction and Construction Inspection funding shall be moved from FFY 2020 to FFY 2023.	NYSDOT
2019-10MOD	201679	State Route 12 Over Mill Creek Culvert Repair and Rehabilitation in Boonville. The Construction and Construction Inspection funding shall be moved from FFY 2019 to FFY 2020.	NYSDOT
2019-11MOD	280617	Intersection Improvement Project. The NHPP and STP Flex funding shall be adjusted within the Construction and Construction Inspection phases with a corresponding overall slight increase in funding to both of the aforementioned.	NYSDOT
2019-12MOD	275441	Clinton St/Sauquoit Creek Bridge Reconstruction/Replacement BIN 2206280, Town of New Hartford, Oneida County. The ROW acquisition funding shall be moved from FFY 2019 to FFY 2021. Construction and construction inspection funding shall be moved from FFY 2020 to FFY 2022.	NYSDOT
2019-13MOD	275444	PM General Bridge Rehabilitation in Town of Steuben, Town of Annsville, and Town of Lee in Oneida County. ROW acquisition, construction, and construction inspection funding shall be moved from FFY 2019 to FFY 2020.	NYSDOT
2019-14MOD	275445	Oneida St/Sauquoit Creek Bridge Replacement/Reconstruction (BIN 2263310) in the Village of Clayville and Town of Paris. The ROW acquisition, construction, and construction inspection funding shall be moved from FFY 2019 to FFY 2020.	NYSDOT
2019-15MOD	280620	Route 365 Rehabilitation from Route 920V to the Oneida County Line. The funding from the Detailed Design Phase shall be moved from FFY 2020 to FFY 2019.	NYSDOT
2019-16MOD	275450	Bridge NY 2018: West Main Street over Moyer Creek (BIN 2263720) New Bridge Structural Construction/Replacement. The funding from ROW acquisition shall be moved from FFY 2019 to FFY 2020.	NYSDOT
2019-17MOD	200412	Route 51/Steele Creek (BIN 1026490) in the Village of Ilion. The funding from the Detailed Design and ROW Acquisition phases shall be moved from FFY 2019 to FFY 2020. The funding from the Construction and Construction Inspection phases shall be moved from FFY 2019 to FFY 2021.	NYSDOT
2019-18MOD	265053	Will correct the existing information from the approved Administrative Modification 2018-12Mod to match what is shown on the 2017-2021 TIP and show the proposed section as matching Administrative Modification 2019-5Mod. Once finalized this will override all previous Administrative Modifications for PIN 265053.	NYSDOT
2019-19MOD	204710	Bagg's Square/Harbor Point Pedestrian Way (NY283, NY418, and	NYSDOT

		NY310). The Construction and Construction Inspection phases shall be moved from FFY 2020 to FFY 2019.	
2019-20MOD	280605	Bridge Cleaning Project 18. The Construction and Construction Inspection phases shall be moved from FFY 2020 to FFY 2019.	NYSDOT

**Funding Solicitations**

Dana Crisino noted there is no new funding updates.

**NYSDOT Projects Update**

Deborah Windecker provided an update regarding announcements and the status of the projects within the MPO and Region 2:

- **Announcements:**
  - Marie Therese Dominguez was appointed the beginning of May as the new NYSDOT Commissioner. Commissioner Dominguez has worked in the transportation, water, and energy, infrastructure as well as safety and logistics sectors for over 20 yrs. In the Federal Government, her most recent infrastructure position was as the Administrator for the Pipeline & hazardous Materials safety at the US DOT. She also served as the Deputy Chief of Staff at Federal Aviation Administration.
  - Regional Director, Nick Choubah, has been appointed the Regional Director in Binghamton. Interviews are under way to fill the Region 2 Regional Director in the very near future.
  
- **Ongoing construction projects:**
  - Route 5s City of Utica – Safety project (\$16.5M): The \$25m utility work continues. Highway contractor, Sealand, working on Phase 1 of highway project. Utility work finishing up from Genesee St. to Broad will allow for the opening up of the S. Side of Oriskany Blvd/former Jay St. to begin construction of the roundabout. Traffic will be maintained on the north side while work is being done. We do not anticipate the roundabout to be operational this season. The signalized condition at John/Oriskany Blvd. will remain. Protective left turn signal is now in place at Genesee St. eliminating the slip ramp. It will be substantially complete by fall 2020.
  - Rt. 51 over CSX in Ilion: Bridge is closed until the end of August for joint removal and deck repairs. Work will be completed this construction season
  
- **Recently Awarded Projects:**
  - Bridge NY 2016: Higginsville Bridge/Erie Canal was awarded for \$4.9M to Economy Paving.
  - Empire State Trail: Hanson Aggregate awarded the \$.552M contract for the on road section of the Trail from Dyke Rd. /Acme Rd.
  - Paving Projects:
    - Rt. 49 from Rt 291 to SUNY Poly exit 13 lane miles - **\$3.1M** construction (CCI low bidder)
    - Route 5s from SR 167 to Mont. Co. line (15.6 miles) **\$4.8M** Hanson Aggregates successful bid
    - \$8.5M paving and overhead sign project on Route 12 from Utica City line to Putnam Rd. will be let in July. (2 season)



- Harsh Winter Paving Projects announced: \$1.3M Route 167 Otsego Co. line through Jordanville ending at Casler Rd.
- Culvert Projects:
  - **\$1.0M** contract was awarded to Slate Hill for replacement of 5 culverts:
    - Route 169 Fairfield, Rt. 28 Herkimer
    - (2) Rt. 28 in Forestport
- **Transportation Alternative Program (TAP) Awards announced in April:**
  - Town of Verona awarded \$1.4M for sidewalk project on Willow Place.
  - City of Rome - \$1.05M for sidewalk replacement, lighting, cross walk treatments on Erie Blvd.
  - City of Sherrill – Rte. 5 pedestrian corridor improvement.

### **Other Business**

Dana highlighted the NYSMPO conference to be held in Syracuse on July 15 -18, 2019. Any TPC and GP&L members can go free of charge, with travel on their own, but still have to register online.

### **Closing**

With all scheduled business completed and no other business presented, Dana Crisino adjourned the meeting at 11:07 am.

Respectfully submitted,  
Barb Hauck, Principle Planner, HOCTS