



METROPOLITAN PLANNING ORGANIZATION

Boehlert Center at Union Station
321 Main Street, Utica, NY 13501
Phone: 315.798.5710 E-mail: transplan@ocgov.net
Director: Dana R. Crisino, AICP

**Minutes for the November 30, 2021
Regular Meeting – Q4 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 9:33 AM made by Mark Nagele, Chairman.

1. Roll Call

Voting Members Present

Mark Nagele	Chairman, Superintendent, Herkimer County Highways Department
<i>Chris Burtch</i>	Deputy Commissioner, Oneida County Public Works Department, <i>representing Mark Laramie, Commissioner, Oneida County Public Works Department</i>
E.J. Moses	Director of Facilities, CNYRTA/Centro
Deb Windecker	Regional Planning and Program Manager, NYSDOT Region 2
<i>Andy Karas</i>	Engineer, <i>representing Christopher Lawrence, Senior Planner, City of Utica</i>
Jerrin George	Professional Engineer I, NYS Thruway Authority

Non-Voting Members Present

Dana Crisino, AICP	Director, HOCTC
Barb Hauck	Principal Planner, HOCTC
Alexander Turner	Planner, HOCTC
Jeff Rehler	Senior Planner, Oneida County Planning Department
Amy Heiderich	Planning Specialist, Oneida County Planning Department
Amy Henges	NYSDOT
Kelly Walters	Executive Director, Parkway Center
Mark DeRocco, P.E.	Assistant Regional Planning and Program Manager & HOCTS Liaison, NYSDOT Region 2

Voting Members Joining Late

Joe Guiliano	Engineer II, Engineering Department, City of Rome
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Voting Members Absent

Rocky Corigliano
James Genovese

Vice President of Operations, Birnie Bus Service, Inc.
Director, Herkimer-Oneida Counties Comprehensive
Planning Program

2. Approval of the Minutes

- Motion to approve the minutes of the August 26, 2021 meeting as submitted made by: E.J. Moses
- Seconded by: Deb Windecker
- Voting: Passed, 6-0-0

Joe Guiliano joins the meeting.

3. Public Comment

No public comment.

4. Director's Report

- Dana Crisino gave a synopsis of HOCTC activities for the past quarter.
- The 2021 HOCTC Environmental Justice Analysis Plan and the 2021 – 2024 HOCTC Coordinated Public Transit and Human Services Transportation Plan have had their work finished by staff.
- Updates have commenced on the Bicycle and Pedestrian Trail Guide.
- The Electric Vehicle Charging Station Plan has also had updates being worked on as well which was originally published in 2015. Updates will include a GIS based inventory that will lead to an interactive web map.
- The Local Transportation Planning projects that had been put on hold due to COVID has been restarted with an RFP solicitation recently put out to seek a consultant. This has been done in conjunction with the Oneida County main Street program which is funded with COVID recovery funding.
- The Exit 31 PEL Study is still being worked on with an RFP document getting finalized. The RFP will hopefully get out by the end of the year.
- The UPWP for 2022 – 2023 is being developed for early next year. The program is an open solicitation for projects. The backlog funding however has been shrinking due to recent increased spending on recent projects.
- The TIP for 2023 – 2027 will also be developed in the next few months. Solicitation for this document will also soon get underway.
- Dana has good resources for information related to the new federal transportation legislation being discussed and will share with anyone who asks.

5. NYSDOT Region 2 Report

- Deb Windecker gave a report on the activities that NYSDOT Region 2 has performed in the last quarter.

- A new transportation authorization bill in Congress (The Infrastructure Investment and Jobs Act) is proposed to reauthorize 5 years of fully funded Surface Transportation at \$11.5 billion for New York State. \$1.9 billion of that funding will go to a new formula based bridge program that addresses bridges condition. Additionally, the creation of two new programs is proposed, a Carbon Reduction and Resiliency program. There will also be \$65 billion authorized for broadband nationwide.
- The discretionary program of RAISE (formerly BUILD/TIGER) will be reauthorized at \$7.5 billion. New discretionary programs that are proposed to be created include: Reconnection Communities, Bridge Investment Program National Infrastructure Project Assistance Program, Safe Streets and Roads for All, and Culvert Removal, Replacement, and Restoration.
- Work is underway in preparation for the next TIP/STIP update for 2022 – 2027.
- The following projects are scheduled for lettings in November: Route 825 Bridge Rehabilitation Project with the apparent low bidder being Tioga Construction at \$2.5 million.
- The following projects have been let or are scheduled to be let in December:
 - VPP Projects by the Office of General Services:
 1. State Route 5s from Oneida County line to Ilion for \$4.5 million
 2. State Route 274 from Ward Street to Fuller Road in Oneida County for \$1.4 million.
 - Route 8 over Oneida Street Bridge Deck Replacements for \$2.5 million.
 - Multisite Bridge Deck and Superstructure Replacement over Route 274 over Big Brook in Oneida County for \$1.8 million.
- The following projects are scheduled to be let in January:
 - Route 51 (Otsego Street) over Steele Creek bridge replacement in Herkimer County for \$4.2 million.
 - Route 26/365 Safety and pavement Project in Rome for \$6.3 million.
 - Bridge Painting Contract for Mulaney Road Bridges over Route 12 in Oneida County for \$1.9 million.
- The following projects are scheduled to be let in February:
 - Route 51 over Route 5s Bridge Deck Replacement in Herkimer County for \$1.1 million.
- The 2018 Transportation Alternatives Program (TAP) for the Mohawk River Trail Phase II in Rome will be let in January for \$1.1 million.
- 2021 TAP Applications have been scored and are under review with a 2022 late winter/spring announcement of awards.
- A BRIDGE NY update announcement should be out by the end of the year regarding the program.

6. Other Reports

• 2020 Census Results

- Alexander Turner gave a report on the latest announcement for data related to the 2020 Decennial Census.
- At the GP&L Committee, a Herkimer – Oneida Counties Comprehensive Planning Program (HOCCPP) resolution will be presented that will seek to approve an agreement with the New York State (NYS) Data Center. The NYS Data Center, in cooperation with the US Census Bureau, is a peer network that ensures quality census data information is provided to the counties. HOCCPP has participated since 1978. The Data Center is seeking an updated operating agreement to continue participation.
- Further demographics from the 2020 Census will be released in 2022 which includes data related to sex, relationship, household types, and age. The data release is taking longer than usual due to the COVID-19 Pandemic and the implementation of new confidentiality protections in the data.
- The delineation of new Public Use Microdata Areas (PUMAs) occurs after the completion of the decennial census through the NYS Data Center. PUMAs are non-overlapping, statistical geographic areas that partition each state or equivalent entity into geographic areas containing no fewer than 100,000 people each. The Data Center is proposing that: Schoharie County be combined with Montgomery and Fulton Counties, Otsego County to be combined with Herkimer County, and Oneida County being split into two additional PUMAs by narrowing the boundary around Utica and Rome. Comments on the proposed changes can be made to PUMA2020feedback@cornell.edu. Without any comments, the NYS Data Center will not suggest any changes to the current PUMA boundaries.

7. Presentations

• Environmental Justice Analysis 2021

- Dana Crisino gave the following presentation:
- The Environmental Justice (EJ) Analysis is mandated by federal law in order to identify and address the effect of all programs, policies, and activities on minorities and low-income populations. The five core populations that were identified in previous plans are: poverty, disabled, minority, Limited English Proficiency (LEP), and elderly. As a part of the new plan, zero-vehicle households and renter populations were added to the analysis.
- The document will go before the GP&L Committee in December with an effective date of January 1, 2022.

- **2021 – 2024 Coordinated Public Transit and Human Services Transportation Plan**
 - Barb Hauck gave the following presentation:
 - USDOT requires that each urbanized area under the direction of an MPO develop a Human Services Coordinated Transportation Plan. The purpose of the plan is to: focus on core FTA funding programs such as Sections 5307, 5310, and 5311, assess transportation needs of the elderly, disabled, and poverty populations, identify transportation provides and potential gaps in service, identification of potential system improvements, identification of redundancies in service, and to strengthen partnerships.
 - The draft plan underwent a 30-day public review period with no comments received. The projects eligible for Section 5310 are located in the Appendix 1 of the plan and were submitted by the following agencies: Senior Citizens Council of Rome New York, Herkimer County Chapter of NYSARC, Parkway Center, and Senior Network Health. Upon approval of the plan, it will go into effect on January 1 2022 and last until December 31, 2024.

8. Old Business

- None

9. New Business

- **HOCTC Resolution 2021 – 29: Approval of the 2021 HOCTC Environmental Justice Analysis Plan**, presented by Dana Crisino.
 - Description: Adoption of the 2021 HOCTC Environmental Justice Analysis Plan.
 - Discussion: None.
 - Motion to approve the resolution made by: E.J. Moses
 - Seconded by: Joe Guiliano
 - Voting: Passed, 7-0-0
- **HOCTC Resolution 2021 – 30: Approval of the 2021 – 2024 HOCTC Coordinated Public Transit and Human Services Transportation Plan**, presented by Dana Crisino.
 - Description: Adoption of the 2021 – 2024 HOCTC Coordinated Public Transit and Human Services Transportation Plan.
 - Discussion: None.
 - Motion to approve the resolution made by: Mark Nagele
 - Seconded by: Joe Guiliano
 - Voting: Passed, 7-0-0
- **HOCTC Resolution 2021 – 31: Amendment to the 2020 – 2024 TIP to revise a Preventative Maintenance Paving Project**, presented by Mark DeRocco.

- Description: A project on the MPO TIP, PIN 280653 – New Hartford Preventative Maintenance Paving on Route 921E & 921T (Genesee Street) shall be revised to reflect a cost increase in the project of \$1,276,000 from \$1,857,000 to \$3,133,000.
 - Discussion: Mark DeRocco states that the cost increase is due to the addition of right-of-way and signal work in the project. Mark states that the resolution is related to Resolution 2021 – 32 and asks to have the resolutions voted on together.
 - Motion to accept Resolution 2021 – 31 and 2021 – 32 together made by: E.J. Moses
 - Seconded by: Deb Windecker
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 32: Amendment to the 2020 – 2024 TIP to revise a Traffic Signals Safety Project**, presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 280655 – Traffic Systems Improvement Project 24 shall be revised to reflect a cost decrease in the project of \$1,358,000 from \$2,474,000 to \$1,116,000.
 - Discussion: Mark DeRocco states that the funding being removed from this project is going to Resolution 2021 – 31. Mark Nagele asks if there is a net increase in the two projects. Mark DeRocco states that there is a slight net increase in the funding due to general cost increases of pavement.
 - *Resolution passed in previous motion.*

- **HOCTC Resolution 2021 – 33: Amendment to the 2020 – 2024 TIP to delete a Cyclical Highway Maintenance Project**, presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 2TM242 – Block Fund Bridge 24 Preventative Maintenance shall be removed from the TIP.
 - Discussion: None
 - Motion to approve the resolution made by: Joe Guiliano
 - Seconded by: Mark Nagele
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 34A: Amendment to the 2020 – 2024 TIP to delete a Bridge Rehabilitation Project**, presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 2TLB23 – Local Bridge/Pavement Rehabilitation Project 23 (Block) shall be removed from the TIP.
 - Discussion: None
 - Motion to remove Resolution 2021 – 34A and 2021 – 34B from consideration made by: Mark Nagele

- **HOCTC Resolution 2021 – 34B: Amendment to the 2020 – 2024 TIP to add a Pavement Reconstruction Project**, presented by Mark DeRocco.
 - Description: A project shall be added to the MPO TIP, PIN 275464 – North Street: US 20 to West Winfield Village Line funded in the amount of \$2,100,000.
 - Discussion: Mark Nagele seeks clarification about the limits of the project and Mark DeRocco states that it is on North Street. Mark Nagele states that Herkimer County is no longer in need of this project on the TIP as they have already secured funding for it through the American Rescue Plan sources. He states that he would like to pull this project from consideration of the committee. Mark DeRocco states that he will not program the project into the TIP and will await further discussion from Mark Nagele on a potential replacement in the future.
 - *Resolution removed from consideration in previous motion.*

- **HOCTC Resolution 2021 – 35: Host Agency Agreement for Oneida County to continue hosting the Herkimer – Oneida Counties Transportation Council Metropolitan Planning Organization (HOCTC MPO)**, presented by Dana Crisino.
 - Description: Approval of the proposed Oneida County host agency agreement for the HOCTC MPO.
 - Discussion: Dana states that the host agency agreement is up for renewal at the end of March 2022 and will need a 10-year replacement. The host agency agreement being presented continues the current hosting agreement unchanged for the period of April 2022 to March 2032.
 - Motion to approve the resolution made by: Mark Nagele
 - Seconded by: Joe Guiliano
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 36: Amendment to the 2020 – 2024 TIP to add a Preventative Bridge Maintenance Project**, presented by Mark DeRocco.
 - Description: A project shall be added to the MPO TIP, PIN 280699 – 2022 Job Order Contract (JOC) Bridge funded in the amount of \$1,300,000.
 - Discussion: Mark DeRocco explains the purpose of a job order contract project in that it exists to fix issues with bridges that are beyond the maintenance scope of NYSDOT. The project is similar to that of a demand response project. Mark Nagele asks if it is for a specific site and Mark DeRocco states that it is not.
 - Motion to approve the resolution made by: Joe Guiliano
 - Seconded by: Chris Burtch
 - Voting: Passed, 7-0-0

- **HOCTC Resolution 2021 – 37: Amendment to the 2020 – 2024 TIP to revise a Pavement Marking Project**, presented by Mark DeRocco.
 - Description: A project on the MPO TIP, PIN 280650 – Pavement Marking Project 23, shall be revised to reflect a cost increase of \$997,000 from \$3,163,000 to \$4,160,000.
 - Discussion: Mark Nagele seeks a reason for the increase from Mark DeRocco. Mark DeRocco states that the program was originally under programmed incorrectly. Joe Guiliano asks if another project is being reduced by a similar amount. Mark DeRocco replies that there is not another project being reduced. Deb Windecker states that the rebalance will take place in the program update.
 - Motion to approve the resolution made by: Deb Windecker
 - Seconded by: Mark Nagele
 - Voting: Passed, 7-0-0

- **Administrative Modifications to the 2020 – 2024 TIP**
 - Description: A report of the administrative modifications made to the MPO TIP in the last quarter was given as the following:

ADMIN MOD. #	PIN	DESCRIPTION	AGENCY
2021-12MOD	265053	Mohawk River Trail Phase 2. ROW Acquisitions phase for FFY 2021 added to project.	NYSDOT
2021-13MOD	280634	Pavement Marking Project 21. Project cost increase of \$290,000. New Construction phase.	NYSDOT
2021-14MOD	275450	BRIDGE NY 2018: West Main Street/Moyer Creek (BIN 2263720). Construction and Construction Inspection phase changed from 2021 to 2022.	NYSDOT
2021-15MOD	280621	Route 26 and 26/365 Overlap Safety and Preventative Maintenance Paving, Rome. Project cost increased \$349,500. Funding years changed from 2021 to 2022.	NYSDOT
2021-16MOD	205684	Route 8 over Oneida Street Bridges. Cost of project increased \$350,000. Additional construction phase of the project.	NYSDOT
2021-17MOD	280654	Traffic Systems Improvement 22. Funding year changed from 2022 to 2023 for Construction and Construction Inspection phases.	NYSDOT
2021-18MOD	204712	Route 921C (N. Genesee St.) Safety Project. Funding year for Construction and Construction Inspection changed from 2022 to 2023.	NYSDOT
2021-19MOD	205686	Route 8 Village of Cold Brook Line to West Canada Creek Preventative Maintenance. The funding year for the Construction and Construction Inspection phases will be changed from FFY 2022 to FFY 2023.	NYSDOT
2021-20MOD	280621	Route 26 and 26/365 Overlap Safety and Preventative Maintenance Paving. The Construction and Construction Inspection phases of the project utilizing NHPP funding will change to STBG Flex funding. The total funding of the Construction phases will be increased by \$500.	NYSDOT

10. Open Forum for Committee Discussion

- Dana presents an update to the status of Oneida County Rural Transit. Oneida County is currently working with NYSDOT and Centro on restarting the service in the future. Dana states that there were difficulties experienced by the COVID-19 Pandemic that resulted in the suspension of service.
- Amy Henges presents an update on the status of Section 5310 and 5311 programs across the state. The applications for the program will be coming out soon but there are no definitive dates yet. One of the programs applications however will be released before the end of the year. CARES funding is still being utilized for mobility management and operating assistance.
- Kelly Walters brings up the topic of installing a painted crosswalk across State Route 13 for a senior housing facility near Sylvan Beach. She states that the sidewalks are on the other side of the road to get into the village from the facility and that a crosswalk is needed.
- Kelly Walters states that the Parkway Center is currently seeking a transportation program manager coordinator to hire. Despite not having the position consistently filled, the team has still maintained service. She also states that due to a lack of drivers, there has been challenges experienced by the non-emergency medical transportation team. The Parkway Center also recently received a Mother Caprini Health Foundation grant to purchase a ten passenger van for the Verona Beach site. Additionally, the organization hired a Livable Communities Project Coordinator for Oneida County through the AARP Age Friendly Initiative. Kelly asks how she would like to have a meeting with the Oneida County Planning Department and Dana says she will look into setting a meeting up in the future with the Commissioner of the Planning Department to discuss assisting the county.
- Dana talks about the Oneida County Main Street program with regards to western Oneida County and how the county is working with the Town of Verona, Village of Sylvan Beach, Village of Camden, and City of Sherrill on potential projects.

11. Adjournment

- Motion to adjourn the meeting made by: E.J. Moses
 - Voting: Passed, 7-0-0

The meeting was adjourned at 10:38 AM.

Respectfully submitted by Alexander Turner, HOCTC