

**Policy Board Meeting  
December 4, 2025  
Draft Meeting Minutes**

**Members Attending**

The Honorable Kathy Sheehan, City of Albany, Chair  
Frank Annicaro, Capital District Transportation Authority, Vice-Chair  
Michael Arthur, NYS Department of Transportation – Region 1, Secretary  
The Honorable John Safford, City of Saratoga Springs  
The Honorable Michael Butler, City of Mechanicville  
The Honorable Gary McCarthy, City of Schenectady  
The Honorable Richard Straut, Village of Voorheesville, representing Supervisor Mollie Collins, Town of Rotterdam  
Tom Hulihan, representing Mayor Michael Stammel, City of Rensselaer  
Andrew Kreshik, representing Mayor Carmella Mantello, City of Troy  
Melissa Cherubino, representing Mayor Charles Patricelli, City of Watervliet  
Linda von der Heide, representing Steven McLaughlin, Rensselaer County Executive  
Michael Beudet, representing Phil Serafino, New York State Thruway Authority  
Andris Blumbergs, representing Supervisor Peter Crummey, Town of Colonie  
Philip Barrett, Saratoga County  
Lawrence Schillinger, Esq., Capital District Regional Planning Commission  
AnnMarie Salmon, representing Daniel P. McCoy, Albany County Executive’s Office  
Rory Fluman, Schenectady County Manager’s Office

**Staff and Others Attending**

Michael Williams, Capital District Transportation Authority  
Christopher Desany, Capital District Transportation Authority  
Mark Castiglione, Capital District Regional Planning Commission  
Jim DiGioia, Interested Citizen  
Greg Wichser, NYS Department of Transportation – Region 1  
Sandra Misiewicz, Capital Region Transportation Council  
Ethan Townsend, Capital Region Transportation Council  
Carrie Ward, Capital Region Transportation Council  
Parker Morris, Capital Region Transportation Council  
Adam McCarvill, Capital Region Transportation Council  
Martin Hull, Capital Region Transportation Council  
Leah Rye, Capital Region Transportation Council

## **I. Opening Remarks**

Mayor Kathy Sheehan called the meeting to order at 3:03 PM. Those attending in person introduced themselves. Sandra Misiewicz introduced those attending virtually.

## **II. Privilege of the Floor**

No one was registered or made a request to speak.

## **III. Presentation – CDTA Transit Development Plan, presented by Chris Desany, Chief Operating Officer and Mike Williams, Director of Planning**

Michael Williams gave a presentation on CDTA's recently approved Transit Development Plan (TDP) and showed a PowerPoint to the group. The TDP is a comprehensive document outlining short-, medium- and long-term goals, strategies, and actions for improving CDTA services. The last TDP was approved in 2014. Michael's presentation covered what has changed since the last TDP; the TDP development process; strategic principles; planning and operating principles; recommendations; standards; and progress and next steps.

Andrew Kreshik asked how CDTA is defining the FLEX service program and how does it differentiate itself from rideshare services. Michael Williams responded that FLEX is similar to rideshare services in the sense of the basic model, however, FLEX service is provided at a significantly lower price than rideshare services. It has a standard \$1.50 base fare, which is the same as CDTA's regular bus fare. The trade-off is that the FLEX vehicle might not arrive as fast as an Uber or Lyft ride might. The difference is in the cost. FLEX is a midway point between regular fixed-route service and rideshare service.

Mayor Kathy Sheehan asked if there is a maximum wait time with FLEX. Michael Williams responded that CDTA does everything possible to keep it under 60 minutes, and their ideal target is 30 minutes. Currently, average wait times are in the 15-20 minute range. Wait times longer than 60 minutes used to happen because the FLEX zones used to be so large. Christopher Desany added that in the new FLEX zone in Saratoga Springs, the average wait time is 13 minutes. The FLEX app provides an estimated wait time for users.

Tom Hulihan asked if CDTA deploys FLEX for special events. Michael Williams responded that CDTA is able to but has not recently. When track season arrives this summer in Saratoga Springs, CDTA will have the ability to vary the amount of resources that it commits to service in that area (considering both FLEX and bus service) based on the level of demand.

Lawrence Schillinger asked if the BRT lines have dedicated BRT bus lanes. Michael Williams responded that the Purple Line has dedicated lanes and they are being added to the Red Line in Schenectady. Lawrence asked if there was any way to integrate the FLEX service with the mobility hubs. Michael responded that this is absolutely possible. Mobility hubs are not tied to FLEX service right now, but

one of the intended roles of a mobility hub is to connect people from the further afield, “last mile” areas into CDTA’s system and its frequent services. In the future, it is envisioned that FLEX service will funnel people from low-demand areas on the periphery of CDTA’s service area into the areas that are covered by bus service.

Mark Castiglione shared that he applauds CDTA for underscoring its commitment to land use. In CDRPC’s recent analysis of the municipalities that are building the most high-density apartment complexes, none of them have a zoning district which allows them. It would be great if those municipalities could be convinced to zone areas for density along BRT routes.

**IV. Administration**

- A. September 4, 2025 Meeting Minutes\* . . . . . Action Anticipated

Mayor Kathy Sheehan asked if anyone had any questions, comments, or changes to the minutes of the September 4<sup>th</sup> Policy Board meeting. No one had any. Mayor Sheehan asked for a motion to accept the minutes. Mayor Gary McCarthy made the motion, seconded by Linda von der Heide. All in favor said aye, there were no oppositions, and the motion carried.

- B. Performance and Expenditure Report (April 1, 2025 – September 30, 2025)\*

Sandra Misiewicz indicated that the Transportation Council spent the bulk of the six-month period from April through September finishing the long-range metropolitan transportation plan “In Motion” and the Vision Zero Safety Action Plan. The Transportation Council also adopted its TIP this past June. The Transportation Council has completed four technical assistance projects in North Greenbush, Ballston, Rensselaer and Saratoga Springs, with two additional projects underway in Albany and Cohoes that are nearing completion. The Transportation Council has completed a lot of counts through its on-demand count program. It has also worked with CDRPC on the housing analysis study. The Transportation Council has completed four linkage planning studies: Milton’s Town Center plan, Rotterdam’s Curry Road and Guilderland Avenue multimodal study, and two village-wide complete streets studies in Voorheesville and Castleton-on-Hudson.

Mayor Kathy Sheehan asked if there were any questions for Sandra on this topic. No one had any questions.

**V. 2022-2027 Transportation Improvement Program Amendment . . . . . Action Anticipated**

- A. T17 – Transit Bus Replacement/Expansion\*
  - Location: Regional
  - Sponsor: CDTA
  - Reason: 2C – Cost change of \$3.00M or over

Frank Annicaro indicated that this amendment aligns with NYSDOT’s recent funding announcement in September. CDTA is requesting approval to add the Modernization and Enhancement Program (MEP) and the Accelerated Transit Capital Program (ATC) bundle to the TIP for the purchase of rolling stock.

Mayor Kathy Sheehan asked if anyone had any questions for Frank. No one had any questions. Mayor Sheehan made a motion to approve the CDTA 2022-2027 TIP amendment. Mayor Gary McCarthy seconded the motion. All in favor said aye, there were no oppositions, and the motion carried.

**VI. 2025-2030 Transportation Improvement Program Amendments\* . . . . Action Anticipated**

A. A645 – I-87 Pavement Resurfacing from Western Avenue to the Mohawk River

Location: Albany County

Sponsor: NYSDOT

Reason: 2C – Cost change of \$3.00M or over

B. SA368, SA369 (projects are being merged) – I-87 Pavement Resurfacing from the Mohawk River to Exit 11

Location: Saratoga County

Sponsor: NYSDOT

Reason: 2C – Cost change of \$3.00M or over

C. NEW PROJECT - Rt 2 Congress Street Bridge over the Hudson, BIN 1004279

Location: City of Troy and City of Watervliet

Sponsor: NYSDOT

Reason: 1C – Addition or deletion of a project over \$1.000M

Michael Arthur shared information on the first two NYSDOT amendments. The first one is a cost increase. The second is two projects that are being consolidated and merged into one. There is a cost increase associated with it as well.

Mayor Kathy Sheehan asked if anyone had any questions for Michael on the first two amendments. No one had any questions. Mayor Sheehan asked for a motion to approve the first two NYSDOT 2025-2030 TIP amendments. Michael Beudet made the motion, seconded by Lawrence Schillinger. All in favor said aye, there were no oppositions, and the motion carried.

Michael Arthur indicated that the third amendment is a new project that is associated with NYSDOT's regional multi-site bridge preservation set-aside project. It is going to be a single site-specific project to address the Congress Street bridge over the Hudson River.

Mayor Kathy Sheehan asked for a motion to approve the third NYSDOT 2025-2030 TIP amendment. Andrew Kreshik made the motion, seconded by Linda von der Heide. All in favor said aye, there were no oppositions, and the motion carried.

**VII. Resolution 25-13: Support NYSDOT Targets for Safety Performance Measures**

A. NYS Safety Target Setting Methods – 2026 Targets\* . . . . . Action Anticipated

Sandra Misiewicz indicated this is a federal requirement and each year the Transportation Council considers approving the proposed NYSDOT targets for safety performance measures. The target

reduction that is being proposed is 1.5%. Sandra showed some graphs with data on regional fatalities and serious injuries over the past ten years. Over the last five years, trends have been increasing, which presents a significant challenge for the region. Sandra showed a table comparing fatalities and serious injuries (by emphasis area and crash category) between the Capital Region and New York State from 2019-2023. In almost all of the crash categories, the Capital Region's trend is increasing, while New York State has a mixture of increasing and decreasing trends across the crash categories.

Mark Castiglione asked if a decline in level of service at the region's hospitals is influencing the fatalities statistics. Sandra responded that a research project would be required to make that correlation. A lot of the data that the Transportation Council is using is from the time of the crash occurring (initial assessment on-scene). One of the pillars of the Vision Zero plan is to work on crash response and crash clearance.

Mike Beaudet asked if the Transportation Council has looked at accidents where the person is having a medical emergency. Sandra responded that there is now a dashboard on the Transportation Council's website that cites all different kinds of causes and reasons for crashes. Carrie Ward added that people having a medical emergency before they get into a crash did not come up as one of the primary factors in the data analysis that was conducted, and she does not believe that medical emergency is one of the options on the filters in the crash dashboard. Sandra indicated that the crash data dashboard gives members of the public the ability to look at different crash statistics and information. The Transportation Council may set up a webinar to help people learn how to use the dashboard.

Mayor Kathy Sheehan asked for a motion to approve Resolution 25-13 supporting NYSDOT targets for safety performance measures. Lawrence Schillinger made the motion, seconded by Ann Marie Salmon. All in favor said aye, there were no oppositions, and the motion carried.

### **VIII. 2026-2027 Unified Planning Work Program – Planning Task Discussion**

Sandra Misiewicz indicated that the Unified Planning Work Program (UPWP) is the document that outlines all the planning work that the Transportation Council undertakes. The Transportation Council is looking for input from this group over the next one to two months as it builds this workplan for next year. A lot of it will be centered on the "In Motion" plan goals. Sandra reviewed some of the work that the Transportation Council plans to do in the areas of regional planning studies and staff technical assistance/planning support. She asked attendees to share with the Transportation Council any transportation issues that they might be hearing from their constituents or community members.

Mayor Kathy Sheehan asked if anyone had questions for Sandra. There were no questions.

### **IX. Status of Regional Transportation Planning Initiatives\***

#### **A. Transportation Council**

Sandra Misiewicz shared that the planning study solicitation deadline is tomorrow. Additionally, the

5310 program deadline for submissions is tomorrow. If anyone missed the Transportation Alternatives Program (TAP) webinar that was held this morning, a second one is being held on Dec. 8<sup>th</sup> at 1 PM. If anyone is unable to attend that webinar, reach out to the Transportation Council's DOT partners. The Transportation Council has posted a request for expressions of interest for the West Avenue complete streets study in Saratoga Springs.

#### B. CDRPC

Lawrence Schilliger shared that CDRPC recently published a regional comprehensive climate action plan, which has a companion online portal. CDRPC recently completed a curbside EV charging suitability study for the City of Albany. A lot of the work that CDRPC has been doing has been jointly funded using the Transportation Council's technical assistance program. CDRPC recently developed the foundational data that facilitated the preliminary award of more than \$13 million for broadband expansion to underserved and unserved areas in the region. At the end of September, CDRPC announced the first batch of project awards to internet service providers, which will connect more than 2,000 previously unserved or underserved homes and businesses in the region to the internet. CDRPC is also embarking on a regional zoning code analysis for the purpose of examining and identifying barriers to the development of ADUs (accessory dwelling units) on given parcels of land.

#### C. CDTA

Frank Annicaro shared that one of the tenets of CDTA's TDP was a service realignment. On November 30<sup>th</sup>, CDTA launched the second phase of that realignment, the highlight of which was the conversion to FLEX from fixed route in Saratoga. Other accomplishments include infrastructure projects on the BRT lines (specifically the 80 Broadway and Harriman East stations).

#### D. NYSDOT

Michael Arthur shared that there is a pair of bridges (Riverview Road and Nelson Avenue Extension) over the Northway that NYSDOT had a bid opening for a few weeks ago, and those are expected to be awarded. There will also be more paving on I-90 from Corporate Woods to I-87, which should be awarded shortly.

#### E. NYSTA

Michael Beudet shared that the Castleton Bridge is back open to traffic on both sides. Going eastbound there is still a single lane. Some repairs are still being finished, and that work will be ongoing until probably June. The safety improvements on Exits 25 and 25A are still ongoing. The project is on time to finish in February.

#### F. Albany County Airport Authority

No updates.

## G. Albany Port District Commission

No updates.

## H. Regional/Local Planning Activities

No updates.

## **X. Other**

### A. Nominating Committee

Sandra Misiewicz indicated that this is Mayor Kathy Sheehan's last meeting as the Policy Board Chair, as she is moving on from her role as Mayor. The Transportation Council wishes to thank Mayor Sheehan for her 11 years of service. The Transportation Council is going to be looking for a new Policy Board Chair next year, so if anyone who is a voting member is interested in that role, please reach out to Sandra within the next couple weeks. The Transportation Council will be convening a nominating committee to make a recommendation by the next Policy Board meeting in March. If anyone would like more information about what the role involves, please reach out to Sandra.

## **XI. Upcoming Meetings/Events**

- A. Regional Operations and Safety Advisory Committee (ROSAC): December 11<sup>th</sup> at 1 pm
- B. Planning Committee: January 7<sup>th</sup> at 9:30 am
- C. 2026 Policy Board and Planning Committee Meeting Schedule\*

Mayor Kathy Sheehan indicated that upcoming meetings are listed on the agenda. She asked if anyone had other business to discuss. No one had any.

## **XII. Adjournment**

Mayor Kathy Sheehan asked for a motion to adjourn. Mayor Gary McCarthy made the motion, seconded by Mayor Michael Butler. All in favor said aye and there were no oppositions. The meeting ended at 4:03 PM.