

**Policy Board Meeting**  
**March 7, 2024**  
**Meeting Minutes**

**Members Attending**

Andrew Kreshik, representing Mayor Carmella Mantello, City of Troy  
Caitlin O'Brien, representing Joanne Cunningham, Albany County Legislature  
Carm Basile, Capital District Transportation Authority, Vice-Chair  
Chris Wallin, representing Mayor Gary McCarthy, City of Schenectady  
Kim Lambert, representing Tom Werner, Saratoga County  
Lawrence Schillinger, Capital District Regional Planning Commission  
Linda von der Heide, representing Steven McLaughlin, Rensselaer County Executive  
Michael Arthur, NYS Department of Transportation – Region 1, Secretary  
Michael Lalli, representing Daniel McCoy, Albany County Executive  
Patrick Jordan Esq., Albany Port District Commission  
Phil Barrett, Saratoga County Board of Supervisors  
Phil Serafino, New York State Thruway Authority  
Stephen Donnelly, Town of Coeymans  
The Honorable Kathy Sheehan, City of Albany, Chair  
The Honorable Michael Butler, City of Mechanicville  
Thomas Hulihan, representing Mayor Michael Stammel, City of Rensselaer

**Staff and Others Attending**

Andrew Tracy, Capital Region Transportation Council  
Bob Rice, New York State Department of Transportation – Region 1  
Carrie Ward, Capital Region Transportation Council  
Chris Bauer, Capital Region Transportation Council  
Cynthia Young, Town of Malta  
Dan Harp, New York State Department of Transportation – Region 1  
Dan Lara, Capital Region Transportation Council  
Greg Wichser, New York State Department of Transportation – Region 1  
Howard Goebel, City of Albany  
Jacob Beeman, Capital Region Transportation Council  
Jaime Puccioni, Town of Niskayuna  
Jen Ceponis, Capital Region Transportation Council  
Laura Robertson, Town of Niskayuna  
Mark Castiglione, Capital District Regional Planning Commission  
Mollie Collins, Town of Rotterdam

Necole Chambers, Albany County Legislature  
Sandra Misiewicz, Capital Region Transportation Council  
Scott Ostrander, Town of Milton  
Stephen Maples, Capital Region Transportation Council  
Tess Drauschak, Capital Region Transportation Council

## **Opening Remarks**

Mayor Kathy Sheehan opened the meeting at approximately 3:04 PM.

## **Administration**

### **A. December 7, 2023 and February 15, 2024, Meeting Minutes**

Carm Basile motioned to approve the December 7, 2023, and February 15, 2024 meeting minutes with an amendment to add Patrick Jordan to the attendance for the February meeting. Mike Butler seconded, and the members approved the motion.

### **B. Nominating Subcommittee**

Sandra Misiewicz noted the nominees for Policy Board officers are Mayor Kathy Sheehan as Chair, Carm Basile as Vice Chair, and Mike Arthur as Secretary. Town and Village representative nominees are Steve Donnelly from the Town of Coeymans and Mayor Scott Rice from the Village of Schaghticoke. Nominees for Alternative Town and Village representatives are Scott Ostrander from the Town of Milton and Mollie Collins from the Town of Rotterdam.

The nominee for the Planning Committee Town and Village representative is John Scavo from the Town of Clifton Park. Nominees for alternate Planning Committee Town and Village representatives are Rob Leslie - Town of Bethlehem, Don Csaposs - Town of Guilderland, Jaime O'Neill - Town of Malta, Peter Comenzo - Town of Rotterdam, Tim Lane - Village of Menands, Joshua Giller - Town of East Greenbush, and Laura Robertson - Town of Niskayuna. Phil Barret motioned to accept the nominees as presented, Patrick Jordan seconded and the members approved the motion.

## **Privilege of the Floor**

There were no speakers.

## **Presentation – In Motion: The Plan to 2050 Development Process**

Jen Ceponis explained that the new name of the Metropolitan Transportation Plan will be “In Motion: The Plan to 2050” signifying that the transportation system constantly changes. The Metropolitan Transportation Plan sets ambitious yet realistic and financially feasible goals with principles for programming the TIP and setting planning tasks in the UPWP. It is developed collaboratively with the public, private sector, state and local government, and transportation providers. In Motion will be coordinated with other state and regional planning processes. Data collection was completed at the end of 2023, and the current phase is to develop goals. The next phase will be to identify the strategies and principles and drafting the plan.

Major changes include ongoing public input, one final document with multiple graphically rich materials, and one taskforce instead of multiple subcommittees. The Transportation Council will be seeking about thirty members for the taskforce, with Policy Board approval. The Task Force will guide the planning process as subject matter experts and review draft materials over the course of six meetings for the next eighteen months. Jen summarized the draft schedule for development of the plan and the role of task force. Public involvement will occur throughout the process in accordance with a Public Involvement Plan. Registration is currently open for a virtual workshop on March 21<sup>st</sup> at 6pm.

## **Metropolitan Transportation Plan Process Approval**

### **A. Scope of Work**

### **B. In Motion Task Force**

### **C. Public Involvement Plan**

Carm Basile motioned to approve the scope of work, task force, and public involvement plan as presented, Larry Schillinger seconded, and the members approved the motion.

## **Bridge NY 2023 Project Approval**

Sandra Misiewicz noted that Transportation Council staff evaluated nineteen applications and the Planning Committee recommended seven projects for funding. Albany County’s South Albany Bridge is recommended with Albany County paying the cost that exceeds the County wide funding allocation. In Rensselaer County, the Town of Schodacks’ Brookview Station Bridge, the Town of Hoosick’s Cottrell Road Bridge, and Rensselaer County’s Groveside Road Bridge were recommended to maximize the

available funding. In Saratoga County, the Town of Ballston's Finley Road Bridge and Saratoga County's Heathrow Bridge were recommended. The Heath Road Bridge replacement will be combined with the existing TIP project for Heath Road Rehabilitation. In Schenectady County the City of Schenectady's Crane Street Bridge project was recommended. Patrick Jordan motioned to approve the recommendations as presented, Linda von der Heide seconded, and members approved the motion.

## **2022-2027 Transportation Improvement Program Amendments**

### **A. T137, CDTC137 – Bus Plus Red Line Upgrades**

Carm Basile noted that CDTA received additional funding for this project, which will be used to fund improvements in Schenectady, extending the scope of the project east toward Albany. Linda von der Heide motioned to approve the amendment as presented, Kim Lambert seconded, and members approved the motion.

### **TIP Amendment Guideline Revisions**

Sandra Misiewicz noted that the TIP Task Force has recommended changes to the TIP Amendment Guidelines with revised dollar value thresholds, addition of an approval requirement for a threshold of cumulative cost change, and a change of the term "project selection" to "administration modification" to indicate TIP changes that do not require Planning Committee or Policy Board approval. Larry Schillinger motioned to approve the recommendation as presented, Carm Basile seconded, and members approved the motion.

### **Resolution 24-1: 2024-2025 Unified Planning Work Program (UPWP) Approval**

Sandra Misiewicz noted that the UPWP is the staff and consultant work plan for the year, using federal, state, and local funding. Three large tasks will be the development of the 2025-2030 Transportation Improvement Program, the regional Vision Zero Safety Action Plan, and development of the In Motion plan. In addition, the Equity Advisory Committee will restart, the Transportation Council will support CDRPC with the development of the Climate Action Plan and expand the Clean Cities work beyond the four county planning area. Additionally, the Transportation Council will host a Tools of the Trade workshop for human services transportation providers, host a NACTO Transit Street Design Guide training, conduct a survey about driver transportation choices,

develop a best practices resource for Complete Streets, and begin new planning projects in Niskayuna and in Halfmoon and Clifton Park. Carm Basile motioned to approve the UPWP as presented, Linda von der Heide seconded, and members approved the motion.

## **Resolution 24-2: Approval of the Public Participation Plan**

Sandra Misiewicz explained that the Public Participation Plan provides standards for how the Transportation Council will interact with the public, explains to the public how they can interact with us, and how planning processes will be evaluated. It relates to federal requirements on civil rights, environmental justice, and limited English proficiency. Resources and opportunities for participation will be distributed in a manner that responds to historic and ongoing disadvantages faced by marginalized groups. The goals for public participation are to be continuous with early and ongoing participation, thorough with many options to engage as broad an audience as possible, inclusive to integrate diverse viewpoints responsively, and effective with evaluations. The Plan discusses the amendment process for core documents and defines which Transportation Council meetings will be open to the public.

## **Limited English Proficiency (LEP) Plan Approval**

Sandra Misiewicz noted that Arabic will be added to the languages for which executive summaries of core documents will be translated, and full documents upon request. The Transportation Council maintains access to oral interpretation on demand.

## **Title VI Assurances Update Approval**

Sandra Misiewicz noted that the Assurances were updated to include our new name and Sandra as the executive director. Linda von der Heide motioned to approve Resolution 24-2, the Limited English Proficiency Plan, and the Title VI Assurances Update as presented, Phil Barrett seconded, and the members approved the motion.

## **Regional Truck Parking Study Approval**

The Study found that excessive parking utilization was generally overnight at the following locations: the east end of I-90 near Massachusetts, in Wilton at exit 16-17 of I-87, and I-88 near route 7 interchange in Rotterdam. Public review led to two substantive comments which were addressed in the final report. Patrick Jordan motioned to approve

the study as presented, Carm Basile seconded, and the members approved the motion.

### **Advisory Committee Operating Policies Approval**

Sandra Misiewicz reiterated that advisory committees will be treated as public meetings and will all operate similarly. The policies describe how participants can review planning studies, comment on project design, and what they can and cannot do. All meetings will be broadcast live and open to the public with a public comment agenda item. Agendas and meeting materials will be posted on the Transportation Council's website one week prior to meetings. Stephen Donnelly motioned to approve the policies as presented, Mike Butler seconded, and the members approved the motion.

### **ADA Transition Plan Solicitation**

Sandra Misiewicz explained that this solicitation will seek additional municipalities for which the Transportation Council will create Transition Plans for pedestrian infrastructure. Larry Schillinger motioned to approve the solicitation, Phil Barrett seconded, and the members approved the motion.

### **Delegate Authority to Planning Committee to Add 5310 Program Projects to the TIP**

Sandra Misiewicz explained that the timing of the project review and upcoming NYSDOT deadlines may not enable the Policy Board to approve the selected projects. Staff is seeking Policy Board approval to delegate the authority to the Planning Committee to add the 5310 projects to the TIP. Linda von der Heide motioned to delegate authority as explained, Phil Serafino seconded, and the members approved the motion.

### **Federal Certification Review Discussion**

Sandra explained that the FHWA and FTA will be evaluating the regional planning process next week. Policy Board members are encouraged to attend.

#### **A. Public Meeting Notice**

Sandra noted that there will be a public meeting Wednesday evening, March 13<sup>th</sup> from 4:30 to 6:30 in the office and virtually.

#### **B. Public Survey**

The public survey is open through April 15<sup>th</sup> and can be shared widely. Comments may also be sent anytime directly to Nicole McGrath at FHWA and Ayla Schermer at FTA.

## **Status of Regional Transportation Planning Initiatives**

### **A. Transportation Council**

No additional updates were provided.

### **B. CDRPC**

CDRPC has put together the Priority Climate Action Plan for the EPA's Climate Pollution Reduction Program, creating the framework for subsequent grant awards. It is now available on the CDRPC website and open for public comment. In addition, they are coordinating with all four counties to put together projects to provide new and enhance existing broadband service.

### **C. CDTA**

Carm Basile offered that CDTA continues to introduce projects to be bigger and better.

### **D. NYSDOT**

Mike Arthur offered that recent low bids include \$6.8M for two sites of bridge deck replacement, \$7.3M for bridge painting on the Troy-Menands Bridge, \$5.4 for the multi-site culvert project, and \$1M for regionwide bridge washing. Upcoming bids include two multi-site pavement resurfacing projects, interstate overhead sign structure replacement project, and repaving I-90 from Corporate Woods to I-787. FHWA reviews on the Livingston Avenue Bridge are wrapping up and the notice to proceed is expected next month. NYSDOT is reviewing the TAP/CMAQ applications. The Region received and reviewed 43 applications for culvert work through the Bridge NY program and an announcement will follow.

### **E. NYSTA**

Phil Serafino noted that paving between Thruway Exits 25 and 26 will be starting in the next few months.

### **F. Albany County Airport Authority**

No updates were provided.

### **G. Albany Port District Commission**

No updates were provided.

## **H. Regional/Local Planning Activities**

No updates were provided.

## **Other**

Patrick Jordan noted that CDTA will be receiving the ChangeMaker award at the regional Chamber of Commerce dinner next month.

## **Upcoming Meetings/Events**

Kathy Sheehan referred to the agenda listing upcoming meetings.

## **Adjournment**

Phil Serafino motioned to adjourn at approximately 4:06 PM, Andrew Kreshik seconded, and the meeting was adjourned.

Respectfully submitted,

Michael Arthur  
Secretary