

ULSTER COUNTY TRANSPORTATION COUNCIL TECHNICAL COMMITTEE MEETING

MEETING MINUTES

DATE: February 10, 2004
TIME: 3:30 PM
PLACE: Legislative Chambers Library
244 Fair Street, 6th Floor
Kingston, New York

MEMBERS

PRESENT: Larry Cavazza Town of Plattekill
James Dolaway Town of Wawarsing
Stan Kern Town of Kingston
Albert Meyer Ulster County Legislature
James Sottile City of Kingston
Ray Rice Town of Esopus
John Valk Town of Shawangunk
Fred Wadnola Town of Ulster
Don Wilen Town of New Paltz

OTHERS

PRESENT: Suzanne Cahill City of Kingston
Mircea Catona UC Department of Public Works
Dave Clouser Town of New Paltz Engineer
Linda Cook Town of Hurley
Wally Cook Town of Hurley
Sandy Cozza Kingston Citibus
Ken Herman Town of Marlborough
Tom Jackson Ulster County Area Transit
Cynthia Ruiz Ulster County Area Transit
Charlie Schaller UC Traffic Safety Board
Gabe Wisserman Poughkeepsie Journal

STAFF

PRESENT: Michele Bager NYSDOT Central Office
Dennis Doyle UC Planning Board
Jean Gunsch NYSDOT Region 8
Herb Hekler UC Planning Board
Richard Peters NYSDOT Region 8
Jean Shanahan NYSDOT Region 8
Bill Tobin UC Planning Board

The meeting was called to order by Mr. Hekler at 3:33 PM. Mr. Hekler began the meeting with introductions of those in attendance. Mr. Hekler presented the first item on the agenda by introducing Bill Tobin as UCTC's newly hired Principal Transportation Planner.

Mr. Tobin introduced the next item on the agenda "Review/Recommend 2004-2005 Transportation Planning Work Program. Mr. Tobin briefly discussed the content of the UCTC work program for the fiscal year beginning April 1, 2004 and ending March 31, 2005. Mr. Tobin explained that the work program is essentially identical to the previous year's work.

Ms. Ruiz suggested the UCTC Work Program include language to support the efforts of UCTC staff to investigate the possibility of coordinating a countywide transit study using UCTC planning funds. After a brief discussion, a consensus was reached to both support the inclusion of a countywide transit coordination study within the UCTC work program and to direct UCTC staff to develop and present a draft resolution to the UCTC Policy Committee for the purposes of adopting the UCTC's Unified Planning Work Program (UPWP), as amended.

Mr. Tobin introduced the next item on the agenda "Review Proposed Draft 2004 UCTC Meeting Schedule." After a brief discussion, a consensus was reached to eliminate the June 1, 2004 and December 7, 2004 UCTC Policy Committee meetings and set a start time of 3:30 PM for all future UCTC Technical Committee and UCTC Policy Committee meetings. The Committee was in agreement that the Council would review and approve the final meeting schedule and amend, if necessary, at any point throughout the year.

Mr. Tobin introduced the next item on the agenda "Review of UCTC Projects from the Statewide Transportation Improvement Program (STIP)." Mr. Tobin informed the Committee that the current Ulster County STIP projects are included in the agenda package (white spreadsheets) with the orange colored spreadsheet representing a summary STIP projects. Mr. Tobin also mentioned that the STIP list is incomplete as Ulster County transit funds and planning funds were not included in the handout. Mr. Tobin said that UCTC staff will eventually compile a more accurate five-year summary of all federally funded Ulster County highway, bridge, transit, and planning projects which will be referred to as the UCTC Transportation Improvement Program (TIP). This agenda item is for informational purposes only-no recommendation needed.

Mr. Doyle mentioned that later this year UCTC staff will be soliciting feedback from local municipalities throughout Ulster County to identify transportation needs/projects for placement on the UCTC TIP. Less than a year from now, the UCTC will need to prioritize and select a limited number of transportation projects for placement on the UCTC TIP.

Mr. Tobin introduced the next item on the agenda "Discussion of 5307 transit funds" and turned the discussion to Ms. Ruiz. Ms. Ruiz informed the Committee that special Federal Transit Administration (FTA) funds used for capital purchases, operations, or maintenance (Section 5307 funds) are available each year to Ulster County. However, Ms. Ruiz stated, the FTA requires both the Ulster County Area Transit (UCAT) and the Kingston Citibus transit providers to work out a solution or "formula" to split the funds equitably. Ms. Ruiz stated that in the previous year a 60%-40% split was utilized where UCAT received 60% of the funds and Kingston Citibus received 40%.

Mayor Sottile stated that the City of Kingston is willing to continue the same 60%-40% split

arrangement for FTA Section 5307 funds for the next federal fiscal year. After a brief discussion, a consensus was reached to both continue the 60%-40% split of FTA Section 5307 funds between UCAT and Kingston Citibus for one additional year and to direct UCTC staff to develop and present a draft resolution to the UCTC Policy Committee stating this agreement.

Mr. Tobin introduced the next item on the agenda as “Other Business and Announcements.” Mr. Tobin handed out a letter of correspondence from the New York State Department of Transportation (NYSDOT) announcing the approval of the Kingston area urbanized boundary.

Mr. Wilen introduced himself as Supervisor of the Town of New Paltz and invited Dave Clouser to provide a brief update on the Town of New Paltz’s on-going traffic study. Additional information about this traffic study can be found on the project web site at www.newpaltztransportation.com. Mr. Clouser said the traffic study is looking at short-term and long-term solutions to the traffic problems in the Town of New Paltz. Mr. Wilen recommended the traffic consultants present a more detailed scope of the project to either or both the UCTC Technical and Policy Committees in the near future. After a brief discussion, a consensus was reached in agreement to Mr. Wilen’s suggestion.

Mr. Doyle discussed the importance of the Town of New Paltz Traffic Study. Mr. Doyle stated that recommended projects may emerge from the study’s findings and be presented to the UCTC Technical and Policy Committees. Mr. Doyle also added that the UCTC Committees may be asked to consider placing one or more of the Town of New Paltz’s Traffic Study recommendations on the UCTC TIP, as well as ask the UCTC staff to maintain the Town of New Paltz’s Traffic Model.

Mr. Tobin briefly discussed the need for the UCTC to have a Disadvantaged Business Enterprise (DBE) program as mandated by the Federal Highway Administration. Mr. Tobin stated that a DBE program is needed should the UCTC ever enter into contracts to spend federal funds for services (i.e. hire consultants to perform supplementary traffic studies using federal funds). Mr. Tobin has learned that the UCTC has the ability to join the NYSDOT’s DBE program without having to develop its own internal DBE procedures and DBE goals. According to Mr. Tobin and Ms. Ruiz, joining or “piggybacking” with the NYSDOT’s DBE program will save a great deal of staff time for the UCTC. After a brief discussion, a consensus was reached to direct staff to develop and present a draft resolution to the UCTC Policy Committee and authorize staff to draft a letter to the NYSDOT requesting UCTC to join with the State’s DBE program.

Mr. Doyle handed out correspondence from McGoey Consulting Engineers describing the bridge failure in the Town of Marlborough. Mr. Herman further described the technical nature of the bridge failure and indicated the Town of Marlborough is currently looking for funds to repair the bridge.

Mr. Doyle turned to Mr. Peters and asked if the NYSDOT could find funds to help the Town of Marlborough expedite the repair of the bridge. Mr. Peters stated he could help and asked the Town of Marlborough to contact Mr. Peter’s office to discuss the details.

Ms. Ruiz announced that UCAT is currently investigating the possibility of developing an RFP to solicit firms willing to purchase and maintain bus shelters at no cost to the County in exchange for exclusive advertising space on the sides of bus shelters.

Mr. Jackson announced the availability of a grant seeking database at the Poughkeepsie Library that municipalities may want to consider using.

The meeting adjourned at 5:02 P.M.

Respectfully submitted by

Bill Tobin