

**MINUTES  
ECTC PLANNING COMMITTEE**

A meeting of the ECTC Planning Committee was held at 1:00 PM on Thursday, October 27, 2022, at 400 East Church St., Elmira, NY.

The following individuals were present:

**Planning Committee Members**

K. Meindl, Director ECTC  
A. Avery, City of Elmira  
T. Stauring, NYSDOT  
S. Masteller, Chemung County Transit  
C. Martel, Chemung County DPW  
R. Sweet, Empire State Development

**MPO Central Staff**

M. Perry, ECTC

**NYSDOT Staff**

J. Flint, NYSDOT  
J. Wildrick-Cole, NYSDOT  
C. Rundell, NYSDOT

**FHWA**

N. McGrath

- 1. Communications, Introductions, Public Participation**
- 2. Approval of the January 27, 2022, Planning Committee meeting minutes** – A motion to accept the minutes was made by T. Stauring and second by K. Meindl, all in favor, the motion carried.
- 3. ECTC:**
  - a. 22-T8 – Revision of the FY 2022-23 Unified Planning Work Program (UPWP) to Incorporate Additional FTA Sect. 5303 Funding. Motion to accept made by T. Stauring, 2<sup>nd</sup> by C. Martel. All in favor, motion carried.
  - b. 22-T9 – Chemung County Coordinated Transportation Plan. Motion to accept made by R. Sweet, 2<sup>nd</sup> by C. Martel. All in favor, motion carried.
  - c. 22-T10 - Revision of the FFY 2020-2024 Transportation Improvement Program (TIP) to Amend PIN 6805.55 – SCOUR REPAIR & CHANNEL CLEANING – I-86, SR 13, 36, 228, 230, 243, 248, 417. Motion to accept made by K. Meindl, 2<sup>nd</sup> by T. Stauring. All in favor, motion carried.
- 4. Central Staff Quarterly Reports/Project Updates:**
  - a. Task 1: Asset Management – M. Perry:
    - ECTC Staff continued to participate in Chemung County GIS Consortium efforts.
    - Fulfill mapping requests for various agencies- to include mapping for the Coordinated Transportation Plan, the District Attorney’s Office, Chamber of Commerce CFA Grants, as well as mapping assistance for the Planning Department.
    - Multiple GIS Viewers made public.
    - NYSAMPO Modeling Working Group participation and GIS Working Group

- Road Scoring 2022 field work is nearing completion, the photolog and report work will begin in November.
- b. Task 2: Mobility Enhancement M. Perry:
- C. Taylor queried crash data for County DPW project and currently analyzing crash data for North-South Bike Corridor Project
  - C. Taylor sent electric vehicle grant support to the Planning Dept.
  - Continued to participate in NYSAMPO Safety Working Group monthly teleconferences
  - FHWA Reconnecting Communities grant application for a planning study to research the possibilities of reducing the barriers created by the Clemens Center Parkway with pedestrian movement in downtown Elmira.
- c. Task 3: Transit Enhancement – C. Dunn:
- Completing the 5311 application, due November 14<sup>th</sup>
  - Updating sub-recipient monitoring SOPs for First Transit
  - Re-submitted two NYS grants for fuel tank replacements, pending approval
  - Waiting on approval from DOT to use OGS contract to order two Arboc buses from Creative Bus Sales.
  - Garage enhancements of bus washer, and fuel tank replacement in early stages.
  - We are working on getting software for automated passenger and accurate mileage reporting. The software will also be used to help with route analysis.
  - 17a was completed and submitted the beginning of September
  - Started working on the 2023/2024 Program of Projects for FTA approval.
  - Updated the Coordinated Plan
  - Started conversations for making a move to Electric Vehicles
  - Physical inventory of all transit shelters and benches was done by First Transit staff, data will be updated in the County GIS file.
  - Transportation Center Rehab project is progressing and is on schedule and within budget.
- d. Task 4: Long-Range Planning and Performance Data – M. Perry:  
Looking to put an RFP together for the 2024 Long Range Transportation Plan updated.
- e. Task 5: Transportation Alternatives – BACPAC/Bike, Pedestrian – M. Perry:
- Continue to participate in NYS Association of MPOs Bicycle and Pedestrian Working Group.
  - Continue to promote Walking and Pedestrian activities on Facebook, bicycle, and pedestrian safety tips; Lake St Bridge updates; electric bike information has been shared (interest has been shown in learning more).
  - All bicycle repair workstations have been placed, 1 has been added along the Catharine Valley Trail next to the Veteran/Millport Post Office. The workstation that was heavily vandalized in the Elmira Promenade next to the Transportation Center has been removed. Replacement tools for the workstations have been received and will be replace the vandalized station and it will be placed in a new location in the Spring.

- Released an RFP for to identify a connection to link the Catherine Valley Trail to Lackawanna Rail Trail to bring the 2 trails together.

f. Task 6: Public Participation and Admin – M. Perry:

- Public Outreach at Wisner Market – promoting bicycle safety, helmet use, trail maps, getting active in the city and county and gave out Transportation Guides.
- Wisner Market - Conducted a CTRAN Survey to promote and enhance ridership, collected 120 surveys.
- Continued to attend bi-weekly NYSAMPO Directors Meetings.
- Participated in NYSAMPO Public Engagement Working Group Meetings.
- Processed billing for 1<sup>st</sup> quarter – April through June, currently preparing billing for July through September.
- Staff attended the Civic Plus website training for updating the ECTC webpage.

**5. DOT Region 6:**

T. Stauring:

- 6067.46 – Bridge Painting Program (& steel repairs)
- 6805.26 – Where & When Bridge
- 6805.56 – Element Specific Bridge Repairs
- 6805.63 – Bridge Washing & Deck Sealing
- 6805.65- Guiderail Repair and Replacement 2022
- 6806.55 – Bridge deck overlays

**6. First Transit:**

A. Moore:

- Ridership – July 2022 ridership was 26,645, which is down 18% from July 2021 at 32,605. August 2022 ridership was 28,867, which is down 1.1% from August 2021 at 28,527. September 2022 ridership was 28,703, which is down 1.6% from September 2021 at 29,170.
- Safety – There were zero accidents.
- Complaints – There were zero complaints.
- Maintenance – Preventative Maintenance Inspection (PMI) rate for July - September was 100% on time with 34 Preventative Maintenances done. NYSDOT inspections – 13 completed with a 100% pass rate for July – September.

Mobility Management – Outreach/Marketing:

- Marketing new programs/outreach may seem limited this quarter, however many of the postings and in-person assistance will be geared towards steering customers in the right direction at the Chemung County Transportation Center as renovations have begun. Safety and logistics are, and always will be, the highest priority! Keeping our customers informed and helping to navigate our customers where they needed to go to safely board the local and regional buses on time is critical. Renovations include work on the roof, HVAC (plumbing,

heating, electrical, lighting, restrooms), doors, sidewalks, masonry, fire suppression system, etc. Work is scheduled to commence through Spring of 2023.

- Worked w/ECTC and surveyed riders at Wisner Park on 7/14, 8/11 and 9/2 at the Transportation Center, posted at Grand Central Plaza and the Arnot Mall, distributed and marketed as riders boarded the buses to gather feedback regarding the public transportation system for the 2022-2025 Coordinated Plan. Additionally, gathered as much information and data as possible for the Transit Manager and ECTC staff to have a rough draft to complete the Plan.
- Ongoing education of the electronic fare system, TVM, C TRAN route, maps & app, and creation of new reduced fare (disabled/senior) reloadable cards for new customers.
- Marketing and directing customers on a daily basis to their appropriate bus including C TRAN, Schuylar County Transit (Route 7 Elmira Connections), Steuben Transit/CEATS, Trailways, and OurBus.
- Constantly updating & networking with the drivers to ensure the regional listings for the travel options/opportunities is accurate for Chemung County residents.
- #1 LISTEN to any/all customer/staff questions and respond professionally.

#### 511/NY Southern Tier Rideshare:

Limited to reading the quarterly connections/new information with little rideshare usage in our area and many others. Carpooling was limited due to lack of driver pool.

#### Agency Involvement:

- On 9/23/22 provided classroom travel training for sixty (60) "15-1-1" students aged 14-21 at GST BOCES. Provided numerous "try us" passes, Power Point, schedules, and app information for teachers to individually take out on field trips as each student is ready to begin becoming self-sufficient.
- Work with Adult Protective, ARC of Chemung County, DSS, and MAS to ensure their clients obtains the SmartTAP passes they need on a monthly basis.
- Arranged to conduct some travel training with students in May at Horseheads H.S. & on the Grand Central route.
- Led the Chemung County Coordinated Meeting on 8/11 & Riders Advisory on 8/12.
- Attended a meeting with the leader of the Eldridge Park fireworks event on 8/10 to arrange how to navigate the bus for an event to be held in September on 8/10. On 9/3/22, the Eldridge Park Event (4-10 PM) helped navigate and safeguard riders at Wegmans as shuttle went back/forth to the fireworks event.
- Attended the Long-term Care Council meeting on 8/3.

#### Regional Mobility Management:

- Attended Regional Mobility Management Meetings on 7/21, 8/18 and 9/22.
- On 8/18 attended a remote GetThere Advisory meeting to remain up to date regarding what is happening across the region.
- Attended the Tioga County Coalition Meeting on 7/27.

**7. City of Elmira:**

A. Avery –

Long Range Planning Projects:

- City Capital Projects – Completed work on 2022 Road Program for City of Elmira.
- Fassett Road Stormwater Project – this is funded with American Rescue Plan(ARP) funds.
- Riverfront Park – Hunt Engineering is the designer for this. Park construction was completed in August 2022. The Spray Pad construction will begin in Spring of 2023.
- Clemens Center Square – Hunt Engineering was the designer for this. The work is complete.
- Centertown Parking Garage – Hunt Engineering was the designer for this. Construction is complete.
- 6755.90 & 6755.31 – Main St. Bridge I & II – Construction is complete.
- 6754.68/6755.20 – W. Water Street Downtown – Construction is complete.
- 6754.99 – Bridge NY – Walnut Street – Construction is complete.
- 6755.09 – Lake Street Pedestrian Bridge – Construction is complete.
- 6755.30 – Industrial Park Blvd Culvert over Badger Creek – Construction is complete.
- 6755.13 – E. Water Street Project – City Council awarded design to Erdman Anthony Associates earlier this month. Design to begin soon.
- 6755.46 – North-South Bicycle Corridor – The County Legislature approved the Design Agreement for Barton & LoGuidice. Design work continues.

**8. County of Chemung**

C. Martel –

The road sign condition survey will resume in the Spring/Summer of 2023.

- 6754.12 & 6755.19 – Center at Horseheads Connector Road – This project is currently at 50% complete. Old Ithaca Road asphalt is complete. The Connector Road is paved with binger asphalt. Topsoil is 80% complete along Old Ithaca Road. The bridge abutments, wing walls and backwall along the Connector Road is near completion.
- 6754.88 – CR08 Bridge over Chemung River (Lowman Crossover) – The bridge is now open to all traffic. Final walkthrough was completed on June 30, 2022.
- 6755.28 – CR 69 over Seeley Creek – Concrete deck pour is complete. Asphalt approaches are complete. Bridge painting is expected to begin this week. Completion scheduled for November 18, 2022.
- 6755.52 – CR 51 Latta Brook Road over Latta Brook Creek – State and Local Agreement was submitted to the NYSDOT main office on 8/30 and is expected to be signed by the end of October 2022.
- 6755.21 - PSAP – Pedestrian Safety Action Plan – Rebid is tentatively scheduled for fall of 2022.
- 6755.12 – Phase I of Traffic Signal and Intersection Improvements – Right of Way continues to hold up progress. Advertise will be in 2022.
- Local Road Safety Plan (LRSP) – The Preliminary Design is approved and is expected to start in 2023.

**9. Other Business:**

The Policy Committee Meeting is on December 6, 2022, at 10 AM at 400 East Church St., Elmira, NY.

Motion to adjourn meeting made by C. Martel, 2<sup>nd</sup> by K. Meindl. Motion carried.

Respectfully Submitted,

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Todd Stauring, Acting RPPM  
Secretary, Planning Committee