

MINUTES
ECTC POLICY COMMITTEE

A meeting of the ECTC Policy Committee was held at 10:00 AM, December 6, 2022, at Chemung County Commerce Center, 400 E. Church St, Elmira, NY

The following individuals were present:

Policy Committee Members

C. Moss, Executive, Chemung County
T. Stauring (For B. Kelly), NYSDOT
D. Manchester, County Legislature
M. Collins, City Manager/City of Elmira

Planning Committee Members

K. Meindl, Director ECTC
A. Avery, City of Elmira
C. Martel, Chemung County DPW
R. Sweet, Empire State Development (Via WebEx)
S. Masteller (for A. Moore), Chemung County Transit

MPO Central Staff

M. Perry, ECTC
C. Taylor, ECTC

OTHER

C. Rundell, NYSDOT

1. **Communications, Introductions, Public Participation** – Introductions made. No public present.
2. **Approval of the August 30, 2022, Policy Committee meeting minutes** – A motion to accept the minutes was made by M. Collins, 2nd by D. Manchester, all in favor, the motion carried.
3. **ECTC:**
 - a. 22-P8 – Revision of the FY 2022-23 Unified Planning Work Program (UPWP) to Incorporate Additional FTA Sect. 5303 Funding. Motion to accept made by M. Collins, 2nd by D. Manchester. All in favor, motion carried.
 - b. 22-P9 – Endorsement of the Chemung County Coordinated Public Transit-Human Services Transportation Plan. Motion to accept made by D. Manchester, 2nd by M. Collins. All in favor, motion carried.
 - c. 22-P10 - Revision of the FFY 2020-2024 Transportation Improvement Program (TIP) to Amend PIN 6805.55 – SCOUR REPAIR & CHANNEL CLEANING –NY 13, 228, 230, 243, 248, 275, 417, I-86. Motion to accept made by M. Collins, 2nd by T. Stauring. All in favor, motion carried.

4. **Central Staff Quarterly Reports/Project Updates:**

M. Perry:

Task 1.0 Asset Management:

- Attending an ESRI Field Applications training for collecting information on the street.
- 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.
- Attended Southern Tier GIS User's Group meeting, ESRI gave a presentation on the updates for ArcGIS Pro 3.0, ECTC will have to transition to this version within 2 years.

Task 2.0 Mobility Enhancement:

- Queried crash data for County DPW project and currently analyzing crash data for North-South Bike Corridor Project
- 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.

Task 3.0 Transit Enhancement:

- Completing the 5311 application, due November 14th
- 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.

Task 4.0 Long Range Transportation Plan:

- Will be putting together an RFP for the 2024 Long Range Transportation Plan update.

Task 5.0 BACPAC/Bike, Pedestrian:

- 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. 2 Proposals were received, a consultant will be selected in December to begin the study.

Task 6.0 Public Participation and Admin:

- The 2023-2024 Unified Planning and Work Program is under development.
- Public Outreach at Wisner Market- promoting bicycle safety, helmet use, trail maps, Getting Active in the City, and County; Transportation Guides.
- Wisner Market- Conducted a CTRAN Survey to promote/enhance ridership, collected 120 surveys.
- Continued to attend bi-weekly NYSAMPO Directors Meetings
- Participated in NYSAMPO Public Engagement Working Group meetings
- Processed Billing for Quarter 1 April through June, currently preparing billing for July through September
- Staff attended Civic Plus website training for updating ECTC webpage.

5. **DOT Region:**

T. Stauring:

- 6067. 6067.46 – Bridge Painting Program (& Steel Repairs) – Project in construction – Six bridges on I-86 over the Chemung River – Two-year project.
- 6805.26 – Where & When Bridge – I-86 over exit 58 was a bridge hit repair and has been completed.
- 6805.56 – Element Specific Bridge Repairs – Project in construction. Two locations, one is in Chemung County on NY 961A (I-86 Exit 59 to CR 3, Chemung, NY exit. Completion date extended until December 15, 2022.
- 6805.63 – Bridge Washing & Deck Sealing – All bridges in Chemung County. This is a two-year project.
- 6805.65 – Guiderail Repair and Replacement 2022 – Project in construction. Locations in Region 6, with some locations in Chemung County. This is a two-year project.
- 6806.55 – Bridge Deck Overlays – Project in construction. Seven bridges. One in Chemung County, SR 223 over Newtown Creek in the hamlet of Erin. Construction is complete.
- **NEXT YEAR:**
- 6067.35 – Bridge Deck Overlays & Joint Repairs – I-86 over Chemung River. Four bridges in the Town of Chemung. Has been let but not awarded.
- 6067.47 – Bridge Painting & Steel Repairs – I-86 over Chemung River. Two bridges in the Town of Chemung. Has been let and awarded to Amstar of WNY. Not started yet.
- 6805.55 – Scour Repair & Channel Cleaning – Project letting and recently awarded to LC Whitford. There are seven sites, three sites in Chemung County: SR 13 over Newtown Creek (South of SR 223), SR 13 over North Branch of Newtown Creek (Town of Veteran – Rush Run), and SR 228 over Catlin Mill Creek.
- Culvert Relines – 40 culverts relined with Cured-In-Place Pipe (CIPP) – two locations in Chemung County. Both are on SR 225 in the Town of Southport and are to be let December 15, 2022.

6. **First Transit:**

S. Masteller:

- Ridership – July 2022 ridership was 26,645, down 18% from July 2021 at 32,605. August 2022 ridership was 28,867, down 1.1% to that of August 2021 at 28,527, and September 2022 ridership was 28,703, down 1.6% to that of September 2021 at 28,703. NEMT ridership has increased from the second quarter (74,172) to the third quarter (84,215) by 13.5%.
- 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 100% pass rate.
- Mobility Management – 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 were and 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 with 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, Schuyler 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 ages 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 the 2022 Road Program for the City of Elmira. Fassett Road Stormwater Project – funded with ARP funds. Held design kickoff meeting with Labella Associates on 10/28/2022.
- DRI Projects – Hunt E-A-S is designer for all 3 projects:
 - River Front Park – Edger Contracting completed Park Reconstruction 8/2022. Spray Pad construction will begin spring of 2023.
 - Clemens Square – Awarded to Streeter Associates. Construction is complete.
 - Centertown Parking Garage – Awarded to Crane Hogan. Construction is complete.
- PIN 6754.90/6755.31 – Main Street Bridge NY-2 Project:
 - Fisher Associates design; Bridge NY-2 Project
 - Project bids opened 11/3/2020 and awarded to LC Whitford in December
 - Project bids came in under available funding.
 - 2021-2022 Construction.
 - Verizon created numerous delays for the contractor. Verizon provided formal notice of responsibility for overages caused by their delays.
 - Working on closeout, including costs to Verizon.
- PIN 6754.68/6755.20 W. Water Street Downtown:
 - Erdmann Anthony Associates design; Sealand Contractors construction.
 - Roadway was reopened on 10/15/2021.
 - NYSEG's work to replace/rebuild a vault and grate will be completed by spring of 2023.
 - This project was awarded 2021 Central NY APWA Highway Project of the year.
- PIN 6754.99 Bridge NY (Walnut Street Bridge):
 - Labella Associates design; Economy Paving construction.
 - Bridge is open and we have completed the closeout.
- PIN 6755.09 Lake Street Pedestrian Bridge (TAP):
 - Labella Associates design; R. DeVincentis construction.
 - Construction is completed.
- Bridge NY2 Projects:
 - Main Street Bridge Phase II - \$5,000,000 (Design by Fisher Associates) – 2021/2022 Project.
 - PIN 6755.30 Industrial Park Blvd Culvert over Badger Creek – Construction completed. and the work came in under budget.
- PIN 6755.13 E. Water Street Rejuvenation Project:
 - Design awarded to Erdman Anthony Associates.
 - Design Kickoff Meeting held on 11/22/2022.
- Transportation Alternatives:
 - PIN 6755.46 North -South Bicycle Corridor – County Managed Project.

- Design work is underway.

8. County of Chemung

C. Martel: The road sign condition survey will resume in the spring/summer of 2023. The County is conducting a condition analysis on all road signs and entering the collected data into GIS. The data will be used to determine required maintenance necessary for attaining compliance with the current code. The following is the data that is being collected and is going to be put into the 311 System:

- Reflectometer Readings
 - Photos
 - Breakaway Connections (Hardware)
 - Proper Placement (Heights, Offset and Size)
 - Code Compliance (MUTCD)
-
- 6754.12 & 6755.19 – Center at Horseheads Connector Road – This project is currently at 58% complete. Old Ithaca Road drainage is complete and will be on winter shut soon. Old Ithaca Road asphalt is complete. The Connector Road is paved with binder asphalt. Light Poles will ship on 11/28/2022 and will be installed ASAP. The steel beams for the bridge are on order. Topsoil is 80% completed along Old Ithaca Road. The bridge abutments, wing walls and backwall along the Connector Road is complete.
 - 6755.28 – CR 69 over Seeley Creek – Steel repairs are now complete. Concrete deck pour is complete. Asphalt approaches is complete. Bridge painting was completed on November 18, 2022. Project walk through is scheduled for December 6, 2022. The bridge is open to traffic. (Liquidated Damages will be assessed)
 - 6755.52 – CR 51 Latta Brook Road over Latta Brook Creek – The consultant is Barton & Loguidice. State and Local Agreement was submitted to the NYSDOT main office on 8/30/2022 and is expected to be signed by the end of October 2022.
 - 6755.21 - PSAP – Pedestrian Safety Action Plan – Only one bid was received. The Engineer's Estimate was \$901,360.00 and the total bid was \$1,897,987.97. WZTC, Traffic Signals and Epoxy Paint accounted for approx. 92.8% of the difference. The bid has been rejected and permission to rebid was granted by the Legislature. Rebid tentatively scheduled for fall 2022.
 - 6755.12 – Phase I of Traffic Signal and Intersection Improvements – Erdman Anthony was selected for Design work. Right of Way continues to hold up progress but ROW acquisition should be close. Advertise will be in 2022.
 - 6755.21 & 6755.12 were combined for Bidding Process.
 - Local Road Safety Plan (LRSP) – The Preliminary Design is approved and is expected to start in 2023.

8. Other Business:

C. Moss:

We have upcoming meetings:

TIP Sub-Committee Meeting – January 12, 2023, at 1 PM – In Person

Planning Committee Meeting – January 26, 2023, at 1 PM – In Person

Policy Committee Meeting – February 23, 2023, at 1 PM – In person

Motion to adjourn meeting was made by M. Collins and 2nd by D. Manchester, all in favor, the meeting adjourned.

Respectfully Submitted,

Brian C. Kelly, PE, Secretariat