

**MINUTES  
ECTC PLANNING COMMITTEE**

A meeting of the ECTC Planning Committee was held at 1:00 PM on Thursday, January 26, 2023, 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  
A. Moore, Chemung County Transit  
C. Martel, Chemung County DPW  
R. Sweet, Empire State Development  
C. Robertson, STC

**MPO Central Staff**

M. Perry, ECTC  
C. Taylor, ECTC  
C. Dunn, Transit Manager

**NYSDOT Staff**

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

**1. Communications, Introductions, Public Participation**

**2. Approval of the October 27, 2022, Planning Committee meeting minutes** – A motion to accept the minutes was made by K. Meindl and second by T. Stauring, all in favor, the motion carried.

**3. ECTC:**

- a. 22-T11 – Approval of the FFY 2023-24 Unified Planning Work Program (UPWP). Motion to accept made by C. Robertson, 2<sup>nd</sup> by K. Meindl. All in favor, motion carried.
- b. 22-T12 – Revision of the FFY 2020-2024 Transportation Improvement Program (TIP) to Amend PIN 6806.03 – Pavement Markings SFY 2022/23. Motion to accept made by A. Avery, 2<sup>nd</sup> by C. Robertson. All in favor, motion carried.
- c. 22-T13 – Amendment of the FFY 2023-2027 Transportation Improvement Program (TIP) to Add FTA: American Rescue Plan 2021. Motion to accept made by K. Meindl, 2<sup>nd</sup> by C. Robertson. All in favor, motion carried.
- d. 22-T14 – Amendment of the FFY 2022-2027 Transportation Improvement Program (TIP) to Add CRP: Carbon Reduction Program to Block 6CRP.26. Motion to accept made by C. Robertson, 2<sup>nd</sup> by K. Meindl. All in favor, motion carried.
- e. 22-T15 – Amendment of the FFY 2022-2027 Transportation Improvement Program (TIP) to Add CRP: Carbon Reduction Program PIN: 6755.53 Trail Connection Study. Motion to accept made by C. Robertson, 2<sup>nd</sup> by T. Stauring. All in favor, motion carried.

(It is noted that the 22-T14 and 22-T15 numbers switched resolutions at the meeting)

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

Task 1.0 Asset Management – Taylor

- 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, Chamber of Commerce Trolley Tour Map, as well as mapping assistance for the Planning Department- Sidewalk Survey Grant Mapping- Areas of Persistent Poverty (AoPP) maps, sidewalk mileage by tract, created point files for bus stops in the County, mapped 2022 Planning Board referrals/created a feature layer, map of ELM Airport. Assisted DPW with data conversion of possible street camera locations.
- Completed 2022/2027 TIP Viewer and posted under TIP section of ECTC website; edited/updated Chemung County Bicycle and Pedestrian Trails Viewer.
- NYSAMPO Modeling Working Group participation and GIS Working Group.
- Road Scoring 2022 field work is complete, as well as the Road Condition Report, and the 2022 PhotoLog Viewer. PowerPoint presentation is set for Policy Meeting in February.
- ESRI Field Apps Training- 2-day course.
- Overseeing an intern that was hired- working on Natural Resource Inventory data and Story Map.
- Pulled crash data using CLEAR application for East Water St (CCP to Madison Ave)- requested by CC DPW.
- Attended CLEAR Safety training.
- Replica Scenario training- that allows anyone working with the built environment to easily forecast population and travel activities. Replica Community Development training- how data influences where we dine, shop and sleep.

#### Task 2.0 Mobility Enhancement - Perry

- Continued to participate in NYSAMPO Safety Working Group monthly teleconferences.

#### Task 3.0 Transit Enhancement - Dunn

- Attended the New York Public Transit Association conference in October.
- Completed the 5311 application in November.
- Opted to purchase Ford buses instead of Arbocs buses due to maintenance issues, hoping to order 2 buses soon.
- Replacing PetroVend fuel reader at the transit garage, the bus washing system and fuel tank replacement are all in the works.
- Automated passenger and mileage software is still in process, going with PassiGo, the process of finalizing now.
- Working on 2 grants related to Transit through FTA. One grant is an engineering grant for the related infrastructure needed for electric vehicles, the other grant is for sidewalks and bus shelters, both grants are competitive.
- Transportation Center is underway, over 50% complete, experiencing delays related to manufacturing delays, project is still within budget.
- Annual desk review completed with First Transit as part of new monitoring procedures.
- Working on ARP funds to move them to a grant to start capital projects, including a new, user friendly CTRAN website.
- Reviewed a marketing plan presented by First Transit in hopes of getting ridership back up to pre-covid levels.
- Looking into Micro transit/Rideshare opportunities to add on to the existing transit system, in the early stages due to finding vehicles and funding.

Task 4.0 Long Range Transportation Plan - Perry

- An RFP is being developed for the 2024 Long Range Transportation Plan. A County Comprehensive Plan is also going to be done at the same time and it is the intention to do the plans together as there is an expectation to save on the costs by doing them simultaneously.

Task 5.0 BACPAC/Bike, Pedestrian

- **Taylor** - 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, Winter driving tips, and NYSDOT various safety tips. Posted the Sidewalk Survey on the ECTC website.
- **Perry** - Selected Fagan Engineering to lead the study to identify a connection to link the Catherine Valley Trail to Lackawanna Rail Trail to bring the 2 trails together.

Task 6.0 Public Participation and Admin - Perry

- 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 6:**

T. Stauring:

**NYSDOT Projects in Construction in 2022/23:**

- 6067.46 – Bridge Painting Program (& steel repairs) – I-86 over the Chemung River – 2-year project – 1 bridge remains to complete in 2023 out of the 6 bridges.
- 6805.63 – Bridge Washing & Deck Sealing – all bridges in the Region – 2023 is the 2<sup>nd</sup> year of the 2-year project.
- 6805.65- Guiderail Repair and Replacement 2021/22 – several locations in Region 6; some locations in Chemung Co. – 2023 is the 2<sup>nd</sup> year of the 2-year project.

**NYSDOT Projects starting in 2023:**

- 6067.35 – Bridge Deck Overlays & Joint Repairs – I-86 over Chemung, 4 bridges – T- Chemung – let but not awarded (Economy Paving).
- 6067.47 – Bridge Painting & Steel Repairs – I-86 over Chemung, 2 bridges – T- Chemung – let & awarded to Amstar of WNY - not started yet.
- 6805.55 – Scour Repair & Channel Cleaning – there are 9 sites total, 2 sites are in Chemung Co.; SR 13 over Newtown Creek; (T-Horseheads - S. of SR 223); and SR 13 over N. Branch of Newtown Creek; (T-Veteran - Rush Run) - awarded to L.C. Whitford
- 6806.56 – Small Culvert Relines – 40 culverts relined with Cured-In-Place Pipe (CIPP) – 2 locations in Chemung County – both on SR 225 in the Town of Southport – let Dec 15, 2022 (low bidder Precision Trenchless, LLC)
- 6805.69 - Guiderail Repair and Replacement 2022/23 – several locations in Region 6; some locations in Chemung Co. – 2023 is the first year of the 2-year project – Elderlee Inc.
- 6806.03 – Pavement Markings – project to be let in March 2023 – majority of project markings are in Steuben County with some markings in other counties.

**6. First Transit:**

A. Moore:

- Ridership – October 2022 ridership was 30,648, which is up 4.19% from October 2021 at 29,389. November 2022 ridership was 29,078, which is up 7.34% from November 2021 at 27,018. December 2022 ridership was 28,917, which is up 4.02% from December 2021 at 27,778.
- Safety – There were two accidents: 1. 10/6/2022 – Driver struck a construction vehicle while passing. Wheel and window damage, no injuries. 2. 12/16/2022 – Driver struck another vehicle while making a turn. Minimal bus damage, no injuries.
- Complaints – There were zero complaints.
- Maintenance – Preventative Maintenance Inspection (PMI) rate 100%, 37 October – December. DOT inspections 10 completed, with 100% pass rate October – December.

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 were ongoing. Safety and logistics was 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.
- 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:

- 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 11/17/2022 and Riders Advisory on 10/5/2022.

Regional Mobility Management:

- Attended Regional Mobility Management Meetings.

**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. Held design kickoff meeting with Labella Associates on 10/28/2022. Continued design work for project.
- Riverfront Park – Hunt Engineering is the designer for this. Park reconstruction 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. Construction is complete.
- Centertown Parking Garage – Awarded to Streeter Associates. Construction is complete.
- 6755.90 & 6755.31 – Main St. Bridge I & II – fisher Associates design. Project Bids opened 11/3/2020 and awarded to LC Whitford in December 2020. With a 2021-2022 Construction. Verizon created numerous delays for the contractor. Verizon was previously provided formal notice of responsibility for overages caused by their delays. Working on closeout, including costs to Verizon. Intend to file claim against Verizon for all costs accrued to the City by the Verizon delay - \$554,220.34. City's Corporation Counsel has authorized full payment to LC Whitford, including dropping any liquidated damages and engineering charges. Construction is complete.
- 6754.68/6755.20 – W. Water Street Downtown – Erdmann Anthony Associates design. Sealand Contractors construction . roadway was reopened 10/15/2021. NYSEG's work to replace/rebuild a vault and grate will be completed by Spring 2023. Project Awarded 2021 Central NY APWA Highway Project of the Year. Sealand is working with a property owner to remove concrete from their fascia.
- 6754.99 – Bridge NY – Walnut Street – Labella Associates design, Economy Paving construction. Bridge opened, and closeout completed.
- 6755.09 – Lake Street Pedestrian Bridge – Labella Associates design, R. DeVincentis construction. Bridge is open and closeout completed.
- 6755.30 – Industrial Park Blvd Culvert over Badger Creek – Construction is complete. Work came in under budget.
- 6755.13 – E. Water Street Project – City Council awarded design to Erdman Anthony Associates. Design Kickoff Meeting was held 11/22/2022. Next meeting is on 1/11/2023 to discuss design alternatives.
- 6755.46 – North-South Bicycle Corridor, a County Managed Project – The County Legislature approved the Design Agreement for Barton & LoGuidice. Design work continues. Working with NYSDOT to design facility underneath I-86 at Grand Central Avenue in Horseheads.
- A. Avery serving on Federal Roadway Committee, working group 3, intersections.

**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 in GIS. The collected data will be used to determine required maintenance necessary for attaining compliance with the current code. The following data is being collected: Reflectometer Readings, Photos, Breakaway Connections (Hardware), Proper Placement (Height, Offset and Size), and Code Compliance (MUTCD).

- 6754.12 & 6755.19 – Center at Horseheads Connector Road – This project is currently at 58% complete. Old Ithaca Road asphalt is complete. The Connector Road is paved with binder asphalt. Setting of Structural Steel is complete. Installation of Stay-In-Place deck forms is currently underway.
- 6755.28 – CR 69 over Seeley Creek – Project is complete and reopened to traffic.
- 6755.52 – CR 51 Latta Brook Road over Latta Brook Creek – Total Award: \$2.420M, Local Share is \$121K. Barton and Loguidice is the Design Consultant. Consultant Agreement has been approved by the Legislature. This is going into Preliminary Design now. Data collection at the bridge site has begun.
- 6755.21 - PSAP – Pedestrian Safety Action Plan – Rebid is scheduled for Spring of 2023..
- 6755.12 – Phase I of Traffic Signal and Intersection Upgrades – Selected Erdmann Anthony for Design work, Design continues. ROW continues to hold up progress. Rebid in 2023.
- Local Road Safety Plan (LRSP) – The Preliminary Design is approved and is expected to start in 2023 with bid in 2024 and construction in 2025.

**9. Other Business:**

The Policy Committee Meeting is on February 23, 2023, at 1 PM at 400 East Church St., Elmira, NY.

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

Respectfully Submitted,

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Todd Stauring, RPPM  
Secretary, Planning Committee