A meeting of the ECTC Policy Committee was held at 1:00 PM, February 23, 2023, at the Hazlett Building, 203 Lake Street, Elmira, NY 14901, 5th floor, Legislative Conference Room

The following individuals were present:

**Policy Committee Members**
C. Moss, Executive, Chemung County
D. Mandell
B. Kelly, NYSDOT
R. Strange, County Legislature
C. Robertson, STC
R. Sweet, Empire State Development (Via WebEx)

**Planning Committee Members**
K. Meindl, Director ECTC
A. Avery, City of Elmira
C. Martel, Chemung County DPW
S. Masteller (for A. Moore), Chemung County Transit
T. Stauring, NYSDOT

**MPO Central Staff**
M. Perry, ECTC
C. Taylor, ECTC
L. Lovejoy, ECTC

**OTHER**
C. Rundell, NYSDOT
J. Wildrick-Cole (via WebEx)

1. **Communications, Introductions, Public Participation** – Introductions made. No public present.

2. **Approval of the December 6, 2022, Policy Committee meeting minutes** – A motion to accept the minutes was made by D. Mandell, 2nd by B. Kelly, all in favor, the motion carried.

3. **ECTC**:
   a. 22-P11 – Approval of the FFY 2023-2024 Unified Planning Work Program (UPWP). Motion to accept made by C. Robertson, 2nd by D. Mandell. All in favor, motion carried.
   b. 22-P12 – Revision of the FFY 2019-2024 Transportation Improvement Program (TIP) to Amend PIN 6806.03 – Pavement Markings SFY 2022/23. Motion to accept made by B. Kelly, 2nd by D. Mandell. All in favor, motion carried.
   c. 22-P13 – Amendment of the FFY 2022-2027 Transportation Improvement Program (TIP) to Add FTA: American Rescue Plan 2021. Motion to accept made by C. Robertson, 2nd by D. Mandell. All in favor, motion carried.
   d. 22-P14 – Amendment of the FFY 2022-2027 Transportation Improvement Program
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(TIP) to Add CRP: Carbon Reduction Program to Block 6CRP.26. Motion to accept made by R. Strange, 2nd by C. Robertson. All in favor, motion carried.

22-P15 – Amendment of the FFY 2022-2027 Transportation Improvement Program (TIP) to Add CRP: Carbon Reduction Program, PIN 6755.63 Trail Connection Study. Motion to accept made by D. Mandell, 2nd by B. Kelly. All in favor, motion carried.

4. Central Staff Quarterly Reports/Project Updates:
   Task 1.0 Asset Management – C. 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.
   - Road Scoring 2022 field work is complete, as well as the Road Condition Report, and the 2022 PhotoLog Viewer. PowerPoint presentation was given.
   - ESRI Field Apps Training, a 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. (Clemens Center Parkway to Madison Ave) - requested by Chemung County 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.
   - K. Meindl – Announced that the Road Conditions (scoring) will be done every two years now, but the Photo Log will still be done every year.

   Task 2.0 Mobility Enhancement – M. Perry
   - Continued to participate in NYSAMPO Safety Working Group monthly teleconferences.

   Task 3.0 Transit Enhancement – M. Perry
   - 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 Microtransit/Ridershare 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 – M. 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 – C. 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.
• M. Perry – Elected 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 – M. 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:
   B. Kelly:
   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 2nd 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 2nd year of the 2-year project

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
• 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:
   S. Masteller:
• Ridership – October 2022 ridership was 30,648, up 4.19% from October 2021 at 29,389. November 2022 ridership was 29,078, up 7.34% to that of November 2021 at 27,018, and December 2022 ridership was 28,917, up 4.02% to that of November 2021 at 27,778. NEMT ridership has increased from the third quarter (84,215) to the fourth quarter (88,643) by 5.12%.
• 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. There was another accident that was caused by a car running a stop sign that a bus hit and it pushed the bus into a house. This will be on the next report.
• Complaints – There were zero complaints.
• Maintenance – Preventative Maintenance Inspection (PMI) rate for October - December was 100% on time with 37 Preventative Maintenances done. NYSDOT inspections – 10 completed with 100% pass rate. First Transit is changing from Arboc busses to Ford busses.
• 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 Transportations Center as renovations were ongoing. 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, hearing, 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.
  • Led the Chemung County Coordinated Meeting on 11/17 & Riders Advisory on 10/5.

• Regional Mobility Management:
  • Attended Regional Mobility Management Meetings.

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. Continued design work for project. Church Street from Main street to I-86 has been paved at the cost of $2M.
   • 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 at Main and Water Streets.
     • 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 of 2022.
     • 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 authorized full payment to LC Whitford, including dropping any liquidated damages and engineering charges.
• 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. Sealand worked with a property owner to remove project concrete splash from their fascia in January of 2023.

• 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.
  • Bridge is open and working on closeout.

• 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.
  • Meeting held on 1/11/2023 to discuss design alternatives.
  • Public Information Meeting to be held at noon on 2/28/2023 at Steele Memorial Library in Elmira. Will present alternative for public feedback.

• Transportation Alternatives:
  • PIN 6755.46 North-South Bicycle Corridor – County Managed Project.
  • County Legislature approved Design Agreement for Barton & LoGuidice.
  • Design work continues. Working with NYSDOT to design facility underneath I-86 at Grand Central Avenue in Horseheads.
  • Spans corridor from Water Street in Elmira to Hanover Square in Horseheads.
  • Advertise for 2024 Construction.

8. County of Chemung

C. Martel: The road sign condition survey will resume in the spring/summer of 2023 with interns.

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 72% complete. Light pole installation schedule update will be provided asap. Bridge work continues with shear studs being installed and reinforcing delivery anticipated on March 1st.
• 6755.52 – CR 51 Latta Brook Road over Latta Brook Creek – The consultant is Barton & Loguidice. Consultant Agreement has been approved by the Legislature. Data collection at the bridge site has begun.
• Bridge NY-4 Program:
  Bridge Projects – Three locations submitted: Hibbard Road Bridge in the Town of Big Flats, Benjamin Road Bridge in the Town of Veteran, and Langdon Hill Road in the Town of Erin.
  Culvert Projects – Three locations submitted: Wyncoop Road Culvert #88 in the Town of Van Etten, Dry Run Road Culvert #24 in the Town of Southport, and Dry Run road Culvert #25 in the Town of Southport.
• 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 spring of 2023.
• 6755.12 – Phase I of Traffic Signal and Intersection Improvements – Erdman Anthony was selected for Design work, design continues. Right of Way continues to hold up progress. Rebid will be in 2023.
• 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 – April 24, 2023, at 1 PM – In Person
  Planning Committee Meeting – May 18, 2023, at 1 PM – In Person
  Policy Committee Meeting – June 22, 2023, at 1 PM – In person

Motion to adjourn meeting was made by D. Mandell and 2nd by C. Robertson, all in favor, the meeting adjourned.

Respectfully Submitted,

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Brian C. Kelly, PE, Secretariat