



**Scott A. Docteur**

Director, Regional Planning &  
Program Management  
NYSDOT Region 7  
MPO Director

**Mayor Joseph M. Butler, Jr.**

City of Watertown  
Vice Chairman – Policy Committee

**Richard Finn**

City of Watertown Manager

**Robert F. Hagemann III**

Jefferson County Administrator

**John D. Peck**

Jefferson County Board of Legislators  
Chairman – Policy Committee

**Steven G. Kokkoris**

Regional Director  
NYSDOT Region 7  
Secretary – Policy Committee

**Kristopher H. Reff**

NYSDOT Region 7  
Local Stakeholder Group Representative

## Watertown Jefferson County Area Transportation Council

317 Washington Street, Watertown, New York, 13601; 315-785-2354

### **Policy Committee (PC) Meeting Summary**

Thursday, January 17, 2019, 1:30 P.M.

9<sup>th</sup> Floor Conference Room, Dulles State Office Building

**Members Present:** Scott Docteur, Steven Kokkoris, Robert Hagemann, John Peck, Joseph Butler, Richard Finn

**Technical Committee & MPO Central Staff Present:** Justin Wood, James Lawrence, Al Ricalton, Patrick Keenan

**Other Attendees:** Fred Frank, Jean Stephens, Larry Gould, Bob Williams, Keith Ewald, Scott Gray, Geoff Urda, Maria Chau via phone and Joan Walters via phone.

- I. **Call to Order:** Meeting was called to order by J. Peck.
- II. **Public Comments:** None
- III. **Prior Meeting Minutes:** A motion was made by R. Hagemann to accept the prior meeting minutes, the motion was seconded by J. Butler and passed unanimously.
- IV. **Long Range Plan Presentation (B & L):** Representatives from Barton and Loguidice presented their analysis and findings. Stakeholder sessions have been held along with public information meetings and public surveys. There was discussion of including the extension of S. Bellew Avenue to S. Massey Street over CSX Railroad as a priority. Next steps in the development of the long range plan include stakeholder concurrence, presentation to the public and drafting a final report.
- V. **Transit Study Presentation/Discussion (Nelson/Nygaard):** Representatives from Nelson/Nygaard provided an update on the transit study which included a CitiBus expansion of service and a phased expansion of services (in 3 phases) to additional areas within, and beyond, the MPO boundary. It was requested that a more specific breakdown of costs be provided for new route and extension of existing routes. Next steps to the study include stakeholder concurrence, presentation to the public and drafting a final report.
- VI. **North Country Mass Transit Board of Directors:** NCMT's request to have S. Docteur be a board member was discussed. All agreed that his participation was acceptable and it was acknowledged (no vote was warranted).

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### VII. Study Updates:

- **Brownville Bridge:** Feasible alternatives have been reduced to two alternatives. The next meeting will be held January 30, 2019.
  - A question was raised as to whether traffic lights will be needed at either intersection. The response was that it is undetermined at this time but there is a possibility that it will not be needed.
  - The schedule for construction will be dependent upon the environmental process that needs to be followed (environmental assessment versus an environmental impact study).
- **Bike/Pedestrian:** Barton and Loguidice is currently working on the scope of services. They have met with Fort Drum and NYS Parks, Recreation and Historic Preservation representatives.

**VIII. Local Stakeholders Group Update:** A. Ricalton presented a summary from the October 2 meeting where the following projects were discussed: Western Boulevard, Arsenal Street (Route 3) over CSX, Scissors (US 11 and NYS 37) and Brownville Bridge.

**IX. Resolution #1-2019 Performance Measures:** S. Docteur recommends that MPO Policy Committee adopts NYSDOT's 2018 performance targets. A motion was made by R. Hagemann. It was seconded by J. Butler and passed unanimously.

**X. Resolution #2-2019 Transit 5310:** S. Docteur recommends that it be added to the TIP. A motion was made by R. Hagemann, it was seconded by S. Kokkoris and passed unanimously.

**XI. Resolution #4-2019 TIP Amendment:** S. Docteur recommends that Carthage Railroad Crossings be added to the TIP. A motion was made by R. Hagemann, seconded by S. Kokkoris and passed unanimously.

**XII. Draft UPWP:** R. Hagemann made a motion to accept Draft UPWP. It was seconded by R. Finn and passed unanimously. This starts the 30-day public review process. Comments on work plans before the next meeting are appreciated. The next meeting will be held approximately the 4<sup>th</sup> week in February.

**XIII. Motion to Adjourn:** A motion to adjourn was made by J. Butler, seconded by R. Hagemann and passed unanimously.

**Policy Committee Meeting**

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**Appendix A – Resolution #1-2019**



**Scott A. Docteur**  
Director, Regional Planning &  
Program Management  
NYSDOT Region 7  
MPO Director

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**Watertown Jefferson County Area Transportation Council**

317 Washington Street, Watertown, New York, 13601; 315-785-2354

**Resolution 1-2019**

**Policy Committee Resolution adopting NYSDOT Performance Targets**

**WHEREAS**, the Watertown Jefferson County Area Transportation Council (WJCTC) has been designated by the Governor of the State of New York as the Metropolitan Planning Organization responsible for the comprehensive, continuing, and cooperative transportation planning process for the Watertown Urbanized Area in Jefferson County; and

**WHEREAS**, the FHWA has established final rulings (23 CFR Part 490) that requires States to set targets for various performance measures by May 20, 2018, and

**WHEREAS**, the NYSDOT coordinated the establishment of the targets with the 14 Metropolitan Planning Organizations (MPOs) in New York through the New York State Association of Metropolitan Planning Organizations (NYSAMPO) Safety Working and during an Executive Director’s meeting, and

**WHEREAS**, the NYSDOT has officially adopted the performance measures dated May 18, 2018, supporting documentation attached herein, and

**WHEREAS**, the WJCTC may establish targets by agreeing to plan and program projects that contribute toward the accomplishment of the State’s targets, or establish its own target within 180 days of the State establishing and reporting its safety targets,

**NOW THEREFORE, BE IT RESOLVED** that the MPO Policy Committee has agreed to support NYSDOT’s 2018 targets for the various performance targets as attached herein, and

**BE IT FURTHER RESOLVED**, that the MPO Policy Committee will plan and program projects that contribute to the accomplishment of said targets.

**Summary of Targets  
Pavement, Bridge, System Performance and Air Quality**

Measure	Citation (23 CFR part 490 section)	2018 Baseline	2020 Mid- Performance Period Target	2022 End- Performance Period Target
Percentage of pavements of the Interstate System in Good condition	490.307 (a)(1) Subpart C	52.2%	46.4%	47.3%
Percentage of pavements of the Interstate System in Poor condition	490.307 (a)(2) Subpart C	2.7%	3.1%	4.0%

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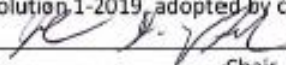
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Percentage of Pavements of the non-Interstate NHS in Good condition	490.307 (a)(3) Subpart C	20.4%	14.6%	14.7%
Percentage of Pavements of the non-Interstate NHS in Poor condition	490.307 (a)(4) Subpart C	8.3%	12.0%	14.3%
Percentage of NHS bridges classified as in Good condition	490.407(c)(1) Subpart D	20.2%	23.0%	24.0%
Percentages of NHS bridges classified as in Poor condition	490.407(c)(2) Subpart D	11.7%	11.6%	11.7%
Percent of the Person-Miles Traveled on the Interstate That Are Reliable*	490.507(a)(1) Subpart E	94.5%	85.0%	84.9%
Percent of the Person-Miles Traveled on the Non-Interstate NHS That Are Reliable*	490.507(a)(2) Subpart E	85.9%	NA	71.4%
Truck Travel Time Reliability (TTTR) index	490.607 Subpart F	1.38	2.00	2.11
Total Emissions Reduction (KG):	490.807 Subpart H	Avg Daily (kg/day)	Cumulative	Cumulative
VOC		32.5	22,979	42,765
CO		611.9	437,781	839,633
NOX		83.6	58,591	107,713
PM10		12.9	9,312	18,132
PM2.5		5.5	3,920	7,482

\* The targets are **NOT** reflective of an analysis of future performance. The targets have been intentionally set to reflect the unknown and emerging nature of this data. 2017 is the only available full year of data. Targets are speculative pending a reliable data trend.

**CERTIFICATION OF RESOLUTION**

I, the undersigned, duly elected chair of the Watertown Jefferson County Area Transportation Council (WJCTC), do hereby certify that the foregoing is a true and correct copy of WJCTC Policy Committee Resolution 1-2019, adopted by consensus this 17<sup>th</sup> day of January, 2019.

  
 \_\_\_\_\_  
 Chair

  
 \_\_\_\_\_  
 Date

**Policy Committee Meeting**

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9th Conference Room, Dulles State Office Building

**Appendix B – Resolution #2-2019**



**Watertown Jefferson County Area Transportation Council**

317 Washington Street, Watertown, New York, 13601; 315-785-2354

**Resolution 2-2019**

**Policy Committee Resolution approving an amendment to the FFY 2017 – 2021 Transportation Improvement Program to modify/add transit projects**

**Scott A. Docteur**  
Director, Regional Planning &  
Program Management  
NYS DOT Region 7  
MPO Director

**Mayor Joseph M. Butler, Jr.**  
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**Kristopher H. Ref**  
NYS DOT Region 7  
Local Stakeholder Group Representative

**WHEREAS**, The U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration (FTA) to support eligible projects under Section 5310 and

**WHEREAS**, The New York State Department of Transportation (NYS DOT) has been designated by the Governor of the State of New York to administer Section 5310 funds for Federal formula urbanized areas (such as the Watertown urbanized area) and the Watertown Jefferson County area Transportation Council (WJCTC) has agreed to NYSDOT administering the urbanized area 5310 funds; and

**WHEREAS**, WJCTC is the metropolitan planning organization responsible for programming Federal transportation funding for projects in the Watertown urbanized area, including FTA Section 5310 funds; and

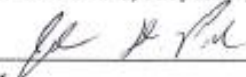
**NOW, THEREFORE, BE IT RESOLVED**, that the Watertown Jefferson County Area Transportation Council Policy Committee hereby approves revision of the FFY 2017-2021 Transportation Improvement Program (TIP) to incorporate the modifications/additions as shown in the below table which is part of this resolution, and be it further

**RESOLVED**, that these TIP revisions be forwarded to the WJCTC Staff for addition to the FFY 2017-2021 Transportation Improvement Program.

<b>PIN</b>	<b>Agency</b>	<b>Purpose of Award</b>	<b>Award Amount</b>
782031	Samaritan Keep Home	Purchase 1 Vehicle	\$ 0.068 M
782032	Jefferson Rehabilitation Center (JRC)	Purchase 2 Vehicles	\$ 0.137 M
782033	Volunteer Transportation Center (VTC)	Purchase 2 Vehicles	\$ 0.085 M
782034		Operating Expenses	\$ 0.014 M

**CERTIFICATION OF RESOLUTION**

I, the undersigned, duly elected chair of the Watertown Jefferson County Area Transportation Council (WJCTC), do hereby certify that the foregoing is a true and correct copy of WJCTC Policy Committee Resolution 2-2019, adopted by consensus this 17<sup>th</sup> day of January, 2019.

  
\_\_\_\_\_  
Chair

1/17/19  
\_\_\_\_\_  
Date

**Policy Committee Meeting**

Thursday, January 17, 2019, 1:30 PM

9th Conference Room, Dulles State Office Building

**Appendix C – Resolution #4-2019**



**Watertown Jefferson County Area Transportation Council**

317 Washington Street, Watertown, New York, 13601; 315-785-2354

**Resolution 4-2019**

**Policy Committee Resolution approving an administrative modification and amendment to the FFY 2017 - 2021 Transportation Improvement Plan**

**Scott A. Docteur**  
Director, Regional Planning &  
Program Management  
NYS DOT Region 7  
MPO Director

**Mayor Joseph M. Butler, Jr.**  
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NYS DOT Region 7  
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**Kristopher H. Reff**  
NYS DOT Region 7  
Local Stakeholder Group Representative

**WHEREAS**, the Watertown Jefferson County Area Transportation Council (WJCTC) is designated by the Governor of New York State as the Metropolitan Planning Organization (MPO) for the Watertown Urbanized Area in Jefferson County; and

**WHEREAS**, the WJCTC FFY 2017-2021 Transportation Improvement Program (TIP) needs to be amended to add three railroad grade crossing improvement project in the Village of Carthage; and

**WHEREAS**, the Highway Technical Committee recommends that the Policy Committee approve this amendment/modification to the 2017-2021 TIP;

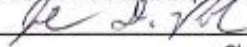
**NOW BE IT THEREFORE RESOLVED**, that the Watertown Jefferson County Area Transportation Council Policy Committee hereby approves revision of the 2017–2021 TIP to incorporate the changes shown in the table below which is part of this resolution, and

**BE IT FURTHER RESOLVED**, that these TIP revisions be forwarded to the WJCTC Staff for addition to the 2017–2021 TIP.

<b>PIN</b>	<b>TIP #</b>	<b>Project Description</b>	<b>Cost (Fed)</b>
793236	793236	South Mechanic Street Grade Crossing Improvement	\$0.210 M
793237	793237	South Clinton Street Grade Crossing Improvement	\$0.200 M
793238	793238	South Washington Street Grade Crossing Improvement	\$0.200 M

**CERTIFICATION OF RESOLUTION**

I, the undersigned, duly elected chair of the Watertown Jefferson County Area Transportation Council (WJCTC), do hereby certify that the foregoing is a true and correct copy of WJCTC Policy Committee Resolution 4-2019, adopted by consensus this 17<sup>th</sup> day of January, 2019.

  
\_\_\_\_\_  
Chair

\_\_\_\_\_  
1/17/2019  
Date