



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

Sharon A. Addison

City 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

Wednesday July 19, 2017, 1:30 PM

9th Floor Conference Room, Dulles State Office Building

Members Present: Scott Docteur, Steven Kokkoris, Sharon Addison, Joseph Butler, John Peck, Kris Reff

Technical Committee & MPO Central Staff Present: Al Ricalton

Other Attendees: Ken Bibbins (PSAP Discussion Only), Members of the Carthage Central School Participation in Government Class

I. Call to Order: Meeting was called to order by John Peck.

II. Public Comments: None

III. Prior Meeting Minutes: A draft copy of the minutes from the 4/13/17 PC meeting were transmitted to the PC members on May 3rd. The final minutes were transmitted on May 17th. A motion was made by J. Butler to accept the prior meeting minutes, the motion was seconded by S. Addison and passed unanimously.

IV. Study Updates:

○ Long Range Transportation Plan (LRTP):

- The consultant is compiling comments and feedback from the June Public Meetings and preparing for a site visit to Fort Drum. Work has begun on drafting the LRTP.
- Additional public input will be gathered as drafting of the LRTP progresses.
- It was requested that a copy of the schedule for the preparation of the LRTP be forwarded on to the PC members.

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- J. Peck mentioned that he had contacted MPO Central Staff as well as the consultant for the LRTP with a suggestion that the LRTP also discuss parking on Arsenal Street and Washington Street in the City of Watertown. As part of the discussion with respect to parking needs, the question was raised as to whether the parking garage for the Dulles State Office Building (DSOB) has adequate capacity for all of its employees. It was stated in reply that there is a multiple year waiting list for state employees to get into the parking garage and that the New York State Office of General Services (OGS) is responsible for the building and parking garage. It was indicated that the city may draft a letter (possibly in conjunction with the county) to OGS regarding the impact of overflow parking from the DSOB parking onto city streets and municipal parking lots.
 - Transit Study: The Transit Study has been advertised and multiple responses have been received from firms interested in performing the study. The Transit Technical Committee (TTC) with assistance from NYSDOT Main Office personnel will schedule and conduct interviews of the interested firms to gather additional information as part of the qualification based selection process. Once a consultant has been selected it will likely be in the November/December timeframe before the contract is in place.
 - Brownville Bridge Study: The Brownville Bridge Study has been advertised and multiple responses have been received from firms interested in performing the study. The Highway Technical Committee (HTC) with assistance from NYSDOT Main Office personnel will schedule and conduct interviews of the interested firms to gather additional information as part of the qualification based selection process.
- V. Transportation Improvement Plan (TIP) Amendment (Resolution 2017-5):** This amendment will add two new projects to the TIP (PIN 704245 – RT 11/RT 26 Intersection in the Town of LeRay and PIN 780662 Black River Trail Connector in the City of Watertown) and extend the limits of a third project that is currently on the TIP (PIN 775362 – Massey Street, Coffeen Street & Court Street Bridge).

Both of the new projects are being funded by NYSDOT's Main Office with the RT11/RT 26 intersection being funded as part of a series of improvements along the NY 26 corridor at Fort Drum and the Black River Trail Connector being funded through the Transportation Alternatives Program (TAP).

The schedule for the project to address Massey Street, Coffeen Street and Court Street Bridge was discussed. The project is currently scheduled to be let on 12/03/19. There was some discussion as to whether this project could be accelerated should the Arsenal Street Bridge project be delayed so that both projects are not under construction concurrently.

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A motion was made to approve the TIP amendment by J. Butler, it was seconded by S. Addison and was approved unanimously by the five remaining members of the PC present (S. Kokkoris had to leave prior to the vote due to a conflicting commitment). See Appendix A for a copy of Resolution 2017-5.

VI. New Business: The Supervisor of the Town of Hounsfield has inquired whether it would be possible to extend the limits of the MPO out to Sackets Harbor. It was explained that the MPO boundary is created based on US Census Data which is collected on a 10-year cycle. The Urbanized Area as defined by the Census Bureau (which triggers the need for a MPO) is comprised of census blocks that are somewhat scattered. In order to establish the MPO area a boundary is created, in cooperation with the FHWA, that encompasses the census blocks which make up the Urbanized Area and that follows logical features such as highways and Village limits.

VII. Miscellaneous:

- Pedestrian Safety Action Plan (PSAP): Crosswalk Improvements along Washington Street in the vicinity of Watertown High School and Case Middle School are planned as part of the first PSAP project. This project was let on 7/13/17. Given the typical length to award (which is 45-days from the letting date) it is unlikely that these improvements will be completed before the start of the school year. The city asked if there is anything that could be done to move the project forward so that it could be completed before the start of the school year (e.g. is there a contact to call or could the City perform the work and be reimbursed).

K. Bibbins (NYSDOT Regional Traffic Engineer) joined the meeting. He confirmed that given the letting date, the typical time to award and the need for the contractor to order materials, it is unlikely that the work would be completed before the start of the school year. K. Bibbins also mentioned that in addition to the engineering aspects there are also educational and enforcement components of the PSAP.

- Arsenal Street Bridge Temporary Bridge Placement: J. Butler was asking how the temporary bridge location for the Arsenal Street Bridge project was determined. It was stated that NYSDOT is looking into comments it had received with regard to the location for the temporary structure, and while the NYSDOT Design Group would have to be consulted to get the full rationale for the location of the temporary structure, some factors that came into play in the selection of the temporary bridge location are requirements for the underlying railroad, potential costs to relocate a large billboard, etc.

VIII. Motion to Adjourn: A motion to adjourn was made by J. Butler, seconded by S. Addison and passed unanimously.

Appendix A – Resolution #5-2017



Watertown Jefferson County Area Transportation Council
 317 Washington Street, Watertown, New York, 13601; 315-785-2354

Resolution 5-2017

Policy Committee Resolution approving an amendment to the FFY 2017-2021 Transportation Improvement Plan

Scott A. Docteur
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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 the recently announced Rt11/Rt26 Intersection Improvement project and the Black River Trail project, as well as change the description/limits of the Court St Bridge project; and

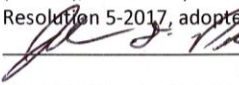
WHEREAS, the Highway Technical Committee recommends that the Policy Committee approve this amendment to the 2017-2021 TIP;

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 these new projects as 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.

PIN	TIP #	Project Description	Cost (Fed)
704245	704245	Rt11/Rt26 Intersection	\$2.14 M
780662	780662	Black River Trail, City of Watertown Connection	\$0.76 M
775362	775362	DECK REHAB ON BIN 2220220 (COURT ST BRIDGE), RT 11 OVER BLACK RIVER & RESURFACING OF MASSEY ST FROM ARSENAL CLINTON ST TO THE BRIDGE & RESURFACING OF COFFEEN ST FROM MASSEY ST TO I-81	\$2.84 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 5-2017, adopted by consensus this 19th day of July, 2017.

 _____
 Chair

7/19/17
 Date