



GOVERNMENTAL POLICY AND LIAISON COMMITTEE

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Chairperson, ROBERT HOLLUM, Chairman, Herkimer County Legislature
Secretary, JAMES J. GENOVESE II, Commissioner, Oneida County Dept. of Planning

Vice-Chairperson, ANTHONY J. PICENTE, JR., Executive, Oneida County
Clerk, DANA R. CRISINO, Director, Herkimer-Oneida Counties Transportation Council

Minutes for the February 29, 2024 Governmental Policy & Liaison (GP&L) Committee Herkimer County Office Building Room 242 310 North Washington Street, Herkimer, New York

*Administered by:
Herkimer – Oneida Counties Transportation Council (HOCTC) MPO*

Chairperson Robert Hollum called the meeting to order at 9:35 AM.

1. Welcome and Introductions

Voting members present:

Robert Hollum

Anthony J. Picente, Jr.

James Wallace

Timothy Seymour

Mary Austin Pratt

Michael Waterman

Scott Musacchio

Linda Lubey

Shaun Kaleta

John Piseck

Chairperson, Chairman, Herkimer County Legislature

Vice-Chairperson, Executive, Oneida County

Administrator, Herkimer County

Commissioner, Department of Social Services,
Herkimer County

Oneida County Legislator, representing Gerald Fiorini
Chairman, Oneida County Board of Legislators

Chairman, Public Works Committee, Oneida County
Board of Legislators

Supervisor, Town of Verona

Regional Director, NYSDOT Region 2, representing
Marie Therese Dominguez, Commissioner, New York
State Department of Transportation

Director, Economic Development, Oneida County

Chief Executive Officer, Herkimer County Industrial
Development Agency

Non-voting members present:

James J. Genovese II, Secretary

Dana Crisino, Clerk

Commissioner, Department of Planning, Oneida
County

Director, HOCTC

Mark DeRocco

Assistant Regional Planning and Program Manager,
NYSDOT Region 2

Christine LaBuzzetta

Associate Capital Program Analyst, NYSDOT Region
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Barb Hauck

Principal Planner, HOCTC

Amy Heiderich

Senior Planner, HOCTC

Julie Richmond

Transportation Program Manager, HOCTC

Matthew Baisley

Commissioner, Oneida County Department of Public
Works

2. Approval of Minutes

- A motion was made to approve this change and approve the minutes by: John Piseck
 - Seconded by Scott Musacchio
- Discussion: Dana Crisino, HOCTC Director, noted that the New York State Thruway Authority (NYSTA) sent in a revision to the December 14, 2023 GP&L Meeting Minutes.
 - Please strike the following information from the December 14, 2023, HOCTC Governmental Policy and Liaison Committee minutes found under the New York State Thruway Authority Report: A question was asked about speeding cameras that can result in ticketing being installed on the Thruway, not in construction areas. NYSTA confirmed that there have been permanent speeding cameras installed on I-90 from Buffalo to Rochester and near Exit 29A but there are none from Little Falls to Syracuse, with nothing scheduled at this time. The exact locations can be found online.
 - From NYSTA: We apologize but the information provided was wrong and does not accurately represent operations on the Thruway. The Thruway Authority uses speed cameras for speed enforcement only as authorized by law. The law specifically permits speed cameras to be used for the Automated Work Zone Speed Enforcement program. These enforcement zones are clearly marked with signs informing motorists of the use of photo enforcement while active.
 - Voting: Passed 10-0-0

3. Public Comment

- None

4. Director's Report

HOCTC Director, Dana Crisino gave a synopsis of HOCTC activities for the past quarter.

- PEL – I-90 Exit 31 Study – The first round of stakeholder and technical advisory meetings happened in January and these are continuing. The consultants are working towards data analysis and working with NYSTA, NYSDOT, and FHWA to coordinate the timing of projects happening in the surrounding corridors.

- The public engagement portion of this study will be starting shortly, so members of the GP&L will be contacted.
 - This is a 22-month study.
- Safe Streets and Roads for All (SS4A) Grant – The kickoff meeting took place in January for the two-county Safety Action Plan. This study will be complete by the end of 2024. The public engagement portion of the plan will take place in March, April and May. This study is on local roadways only and will look at crash data to identify issues and develop strategies to apply for the implementation portion of this grant. Once this study is complete and approved, it will allow any municipality within the two counties to apply for implementation funding.
- Long Range Transportation Plan (LRTP) and the Human Services Transportation Plan (HSTP) are also on short timeframes for updates, being due at the end of 2024. These plans are required for funding for the MPO. The 20-year plan is updated every five years. The HSTP is an individual plan but will be worked into the LRTP and deals with public transit funds. The HSTP deals with the needs of the elderly and disabled population that may require assistance. The HSTP is also updated every five years.
 - At the September meeting, HOCTC will present draft content then that draft will go out for public comment and review in October. This will need to be approved by the GP&L at the December meeting.
- What is an MPO? Each director’s report will contain a handful of slides on what MPOs are and what they do. This was brought up in the December GP&L Meeting and will be carried through throughout the year for new attendees and as a refresher for everyone else.
- MPO’s were formed in 1962 under the Federal-Aid Highway Act. In 1962, areas with a population greater than 50,000 were mandated to establish a “Three C” planning process for federal-aid transportation projects. HOCTC is an original MPO for the country, formed in 1963, even though it is a small urban area, it has always been an established urban area.
- In 1973, the Federal-Aid Highway Act dedicated funding to planning activities and formalized the process, organization, and procedures. The planning and policy committees were devised to show how the money would benefit the regional population by identifying issues that impact the area.
- The MPO and the Herkimer Oneida Counties Comprehensive Planning Program (HOCCPP) was also formed to act as the regional planning board or commission but with no official authority as a planning board. HOCCPP can identify a regional planning project where funding can be used such as housing and transit initiatives through reciprocal planning services between Herkimer and Oneida Counties. HOCCPP acts as the balance if a project is not transportation related.
- Current support to Herkimer County through the Oneida County Planning Department includes transportation planning, DSS support, general human service planning, and census and mapping support.
- Bylaws for the GP&L were updated a few years ago when membership was changed for the first time since 1973.
- The “Three C” process is continuing, cooperative, and comprehensive planning based on the transportation network. Major programs carried out through the MPO include a 20-year vision, the 4–5-year capital program, the TIP, which identifies projects from

- the two counties of six in DOT's region 2, and the annual work program (UPWP) to show what HOCTC staff is doing for program delivery in the two counties.
- The Public Participation Plan (PPP) is the newest requirement for all MPOs to have a published plan that dictates how the MPO is talking to the public to ensure inclusivity and equity. This is a very evolving field.
 - Obligated projects have to be posted on the website every year. MPOs are to be a public forum for communities and agencies to bring questions to a larger body to make regional decisions as to how transportation planning funds are being spent.
 - The current federal legislation is the IIJA/BIL. This will eventually change so priorities will likely shift as legislation changes. MPO funding can only be used for planning, not capital projects. MPOs are to use the Federal Highway Administration allocation for planning to conduct technical studies, look at the larger vision, and work with partners to figure out opportunities and limitations within the region.
 - HOCTC is designated an MPO by the governor. The 14 MPOs in NYS are based on population and federal lane miles, so the funding allocation is split between 14 MPOs. The newest MPO was devised due to the expansion of the Fort Drum population with more permanent assignments there.
 - There are three committees for HOCTC:
 - The Transportation Planning Committee (TPC) is an advisory subcommittee that reviews issues before going to the Policy Committee or the Governmental Policy and Liaison Committee (GP&L) for final review and decision.
 - The Transportation Coordination Committee (TCC) handles the human services aspect of transportation and is a subcommittee of the TPC. They may share information with the TPC.
 - The GP&L acts in an executive capacity. It is a 19-member board made up of elected or appointed positions between the two counties, with 80% membership being Oneida County and 20% membership being Herkimer County. There is representation from the transit authority, human services agencies, and the economic development sector.

5. NYSDOT Region 2 Report

Mark DeRocco reported on the activities that NYSDOT Region 2 has performed in the last quarter.

- Federal Grant Opportunity for transportation infrastructure is available. The Northern Borders Regional Commission Catalyst Program (NBRC).
 - The deadline for the pre-application is March 15, 2024 and the grant requires a 20% match.
- Bridge NY Round 5 – Region 2 has 14 bridge applications submitted totaling \$13.8M and 18 culvert applications totaling \$8.8M.
 - These applications are under a review process with a mid-2024 award announcement expected.
- Local investment for SFY 2023/2024 was \$65.7M with CHIPS being the highest investment by far. There was also investment in extreme weather recovery, PAVE, Pave our Potholes, and State Touring Route.
- Infrastructure investment was for \$28.5M with investments in safety, bridges, bike/pedestrian, local bridges and pavement. This is the capital program

funding the Boonville Safety Project on Routes 12 and 12D, the N. Genesee St. Safety Project that will be let in March 2024, the W. Main St. bridge over Moyer Creek and other jobs in Western Oneida County.

- The City of Little Falls applied for funding for the Salada Bridge but the project doesn't really fit into the Bridge NY parameters since it is not well traveled. A question was asked about other potential funding sources. It will be looked into.
- A question was asked about the timing of awards for the Wood Creek Bridge in New London. It's a dead-end road with a bridge on the other side as well, Locke Rd. The selections will be in April. The application should reflect that this is on a dead-end road with the only access to a lock for more leverage.

6. New York State Thruway Authority Report

Dana Crisino for Jerrin George, NYSTA Assistant Engineer, gave a synopsis of NYSTA activities for the past quarter.

- Dana explained that NYSTA had a conflict with the Syracuse MPO meeting where there will be a discussion about the I-81 project.
- There was a brief discussion on the mile marker posts and how I-81 will only have mile interval posts.
- Tentative 2024 Projects:
 - MP197.9 to 2010.3 Pavement resurfacing – Letting 1st quarter of 2024, completion in Winter 2024, which is new due to need.
 - MP227.40 Mainline bridge rehabs over Sterling Creek – Letting 1st quarter of 2024, completion in Winter of 2025.
 - MP219.91 – Replacement of Thruway Bridge over Mohawk St. (Route 28) – Letting 3rd quarter 2024, completion Winter 2026.
 - There was a discussion about how the traffic pattern would change if the bridge was closing and traffic was being rerouted. DOT stated that no road closures will take place for this project but that NYSTA is not opposed to closing I-90 since it is such a long replacement project.
 - MP 238.22 Thruway bridge replacement over Oriskany Blvd. (Rt 69) – Letting 3rd Quarter 2024, completion Winter 2026.
- Tentative 2025 Projects:
 - Rehab of MP233.27 N. Genesee St. Bridge (away bridge) – Letting 1st Qtr. 2025
 - HOCTC will be working with NYSTA on the PEL Study since they do not want to rip apart the bridge before the study is complete.
 - MP257.09 – Replacement of Rt. 46 Bridge over Thruway – Letting 3rd Quarter 2025, depending on when the other bridges are complete.
 - MP197.9 to 210.3 Safety upgrades – Letting 1st Quarter 2025.
- The Oneida Service Area opened recently.

7. Other Reports

- None

8. Old Business

- None

9. New Business

- **HOCTC Resolution 2024-01: Approval of the 2024 Public Participation Plan (PPP) -**

Presenter: Julie Richmond, HOCTC

- As mentioned in the MPO 101 discussion, MPOs exist to address transportation-related issues and to plan for and make use of federal transportation funds.
- As a requirement to receive federal funds, HOCTC must maintain the three C process, and to continue to be eligible for these funds that process must be documented and directed by current federal transportation legislation.
- The purpose of the PPP is to serve as the MPO's primary approach to shaping public engagement by describing the methods, means, and formats to provide the opportunity for public input. It must also define which populations should be included in the process. It then must ensure that all citizens have reasonable, equitable, and accessible means to participate.
- This plan is being updated in alignment with updates to the LRTP and HSTP and the initiation of the PEL Study and the SS4A grant.
- This document was released for a 45-day public review upon its completion in December 2023. The review yielded comments on evaluation metrics and Virtual Public Input Tools.
 - Revisions included additional evaluation metrics, reorganized content, the use of tables to link goals and objectives with metrics, providing the schedules for the MPO Planning Products, and all revised outreach strategies along with virtual engagement strategies, presented in a toolbox format.
 - The new document provides a well-defined process that serves as a guidebook for either HOCTC staff or a public engagement consulting firm to achieve the goals of the HOCTC public engagement process.
 - Discussion: None
 - Motion to approve the resolution made by: Linda Lubey
 - Seconded by: James Wallace
 - Voting: Passed, 10-0-0

- **HOCTC Resolution 2024 – 02: Approval of the 2024 – 2025 Unified Planning Work Program (UPWP) -** Presentation, discussion, and request to approve the 2024-25 UPWP. *Presenter: Julie Richmond, HOCTC*

- This plan is effective April 1, 2024 – March 31, 2025. The UPWP identifies planning activities such as transportation planning studies and technical analysis, as well as administrative and support functions proposed for funding received in an annual allocation.
- Think of the UPWP as the short-term planning, the TIP as the medium-range planning and the LRTP as the long-range planning. These plans cover all modes of surface transportation.
- The framework for the UPWP is derived from goals listed in the LRTP that are built around the two county goals for the provision of mobility, accessibility, safety, economic vitality, and the preservation, maintenance, and resiliency of

the existing transportation network. The long-term goals feed into the short-range planning of preliminary planning, data collection and analysis.

- The work that HOCTC staff do to administer the two-county shared vision for the transportation network ensures that the mobility provided reaches everyone sustainably and equitably. This is accomplished through public engagement efforts.
 - The UPWP must also match up with national planning emphasis areas specified by federal regulations: Climate – reducing environmental impacts and building a resilient transportation system, Equity/Justice 40 – data-driven support monitoring by HOCTC staff, Complete Streets – Safe Streets for All Safety Action Plan, STRAHNET – Strategic Highway Network for the use of roads for emergency mobilization and movement of heavy equipment to support US Military Operations, Other Agency Coordination – HOCTC is required to coordinate with all the federal land management agencies. This process must be interwoven throughout the UPWP environmental planning activities. Planning and Environmental Linkages – Interstate 90 Exit 31 PEL Study, Transportation Planning Data – data-driven analysis completed with every task.
 - The Work Plan is structured into Task Categories that align with and reflect the requirements of national planning objectives and LRTP goals. The categories represent Program Support and Administration, General Development and Comprehensive Planning categories, TIP Maintenance, and completion of the individual planning projects that develop and maintain the four core documents. These are the highest priority of HOCTC’s planning process and how the funding is distributed throughout the UPWP.
 - The major activities included in the 2024-2025 UPWP include updating HOCTC’s Long Range Transportation Plan and Human Services Transportation Plan, continuing support of the 2023-2027 TIP, Exit 31 PEL Study, Safe Streets for All grant, and public engagement for these initiatives.
 - This UPWP identifies \$1.1M in federal and non-federal funding for these efforts. Part of this is the contractual work to complete the PEL Study and the LRTP/HSTP update.
 - Discussion: None
 - Motion to approve the resolution made by: Scott Musacchio
 - Seconded by: Linda Lubey
 - Voting: Passed 10-0-0
- **HOCTC Resolution 2024 – 03A: Amendment to the 2023 – 2027 TIP to revise a Traffic Systems Improvement Project** - Presentation and discussion of the proposed resolution. *Presenter: Mark DeRocco, NYSDOT*
 - Description: PIN 2806.55 – Traffic Systems Improvement Project 24
 - This project involves the modernization of the signal systems at several locations across the region to provide highway safety benefits and improve equipment reliability and includes elements to address signal systems issues as needed.

- Project revisions: Moving funds from one project to another – The total project cost shall be decreased from \$3.031M to \$2.719M. The \$.312M shall be moved to PIN 2806.52
 - Signal work will now be done under PIN 2806.52 contingent with Resolution 2024-03B.
 - Discussion: None
 - Motion to approve the resolutions 2024-03A and 2024-03B made by: Shaun Kaleta
 - Seconded by: Scott Musacchio
 - Voting: Passed 10-0-0

- **HOCTC Resolution 2024 – 03B: Amendment to the 2023 – 2027 TIP to revise an Intersection Improvement Project**
 - Presentation and discussion of the proposed resolution.
 - *Presenter: Mark DeRocco, NYSDOT*
 - Description: PIN 2806.52 – Intersection Improvement Project 23 – Traffic control device and/or minor geometric improvements at various intersections to provide highway safety benefits.
 - Signal work for Wright Settlement Rd. at the Mohawk River Trail will now be done under PIN 2806.52 creating a total project cost increase from \$.583M to \$.939M. This will allow the local school access to the Trail.
 - Discussion: \$0.356M of the total change is to account for inflation.
 - *Resolution passed in previous motion.*

- **HOCTC Resolution 2024 – 04: Amendment to the 2023 – 2027 TIP to revise a Safety Improvement Project** - Presentation and discussion of the proposed resolution. *Presenter: Mark DeRocco, NYSDOT*
 - Description: PIN 2088.06 – State Route 912W/Burrstone Road Intersection Safety Project that addresses crash rates and other safety issues associated with lane configurations, lane geometry, pedestrian and bicycle accommodations, highway lighting, and travel speeds.
 - The word intersection will be removed from this project.
 - HSIP funds, (\$0.631M) from the main office statewide funds, will be added for sidewalk work and to cover inflation and design.
 - Total project cost shall be increased from \$3.31M to \$3.941M.
 - Discussion: None
 - Motion to approve the resolution made by: Anthony J. Picente, Jr.
 - Seconded by: Mary Austin Pratt
 - Voting: Passed 10-0-0

- **HOCTC Resolution 2024 – 05A: Amendment to the 2023 – 2027 TIP to revise a Block Fund Bridge 26 – Preventative Maintenance Project**
 - Presentation and discussion of the proposed resolution.
 - *Presenter: Mark DeRocco, NYSDOT*

- Description: PIN 2TB2.61 – The total project cost shall be decreased by \$4.995M from \$7.581M to \$2.586M. The \$4.995M shall be moved to PIN 2065.40 contingent on Resolution 2024-05B, a new Bridge Replacement project.
 - Discussion: None
 - Motion to approve the resolutions 2024-05A and 2024-05B made by: Anthony J. Picente, Jr.
 - Seconded by: Scott Musacchio
 - Voting: Passed 10-0-0
- **HOCTC Resolution 2024 – 05B: 2024 Amendment to the 2023 – 2027 TIP to add a Bridge Replacement Project**
 - Presentation and discussion of the proposed resolution.
 - *Presenter: Mark DeRocco, NYSDOT*
 - Description: PIN 2065.40 – Route 12B over Oriskany Creek Bridge Replacement (BIN 1009890) in the Town of Kirkland in Oneida County will replace a bridge and culvert and will include paving from the culvert replacement to the Route 12B/233 intersection.
 - The project will be funded in the amount of \$4.995M with the FY 2024-2025 National Highway Performance Program (NHPP) funds from PIN 2TB2.61, contingent on HOCTC Resolution 2024-05A.
 - Discussion: None
 - *Resolution passed in previous motion.*
- **HOCTC Resolution 2024 – 06: Amendment to the HOCTC Coordinated Public Transit and Human Services Transportation Plan 2021 – 2024 to update Appendix 1** - Presentation and discussion of the proposed resolution. *Presenter: Barb Hauck, HOCTC*
 - Description: Current federal transportation legislation requires a locally developed, public transit and human services coordinated plan to be developed and maintained. Appendix 1 of the Plan is a list of potential Section 5310 projects for the following year. Section 5310 is The Enhanced Mobility of Seniors and Individuals with Disabilities Program.
 - The annual list of 2024 Section 5310 projects in Appendix 1 of the HOCTC Coordinated Plan Update was approved at the December 14, 2023 GP&L meeting. Since then, two additional agencies received NYSDOT approval to be included in the 2024 Section 5310 project list in Appendix 1: Katherine Luther Residential Health Care & Rehabilitation Center and The Arc, Oneida-Lewis Chapter. These two agencies had personnel changes causing them to miss the deadline for 2024 projects. This resolution is seeking approval to have Appendix 1 amended to include these two additional projects.
 - Discussion: None
 - Motion to approve the resolution made by: Mary Austin Pratt
 - Seconded by: Scott Musacchio

- Voting: Passed 10-0-0
- **Administrative Modifications to the 2023 – 2027 TIP**
 - Presentation and discussion of the TIP Administrative Modifications Memorandum. *Presenter: Dana Crisino, HOCTC*
 - Although no Admin Mods were reported, there was one Admin Mod 2024-01. The Admin Mod Memo will be attached at the end of these minutes,
 - This is reserved for smaller items that happen between meetings.
 - The threshold for these is less than \$0.549M.
- **Open Forum for Committee Discussion**
 - There was a discussion about the upcoming International Ice Hockey Federation Women’s World Championship. There are up to 75,000 people expected to attend.
 - The question was asked about how the City of Utica and Oneida County plan. The tournament is spread out over 14 days.
 - Parking is a concern. The question was asked if people will be parking further away and bussed in. Oneida County is working on emergency operations. Shuttling, at least for that day may be a good idea.
 - The USA vs. Canada game is on the same day as the eclipse, the DOT is expecting significant traffic backup since every place in Hamilton County is booked. There is a concern since that stretch of road does not have any gas stations. Significant coordination is underway to plan for traffic patterns.
 - Schools are closing early or not opening.
 - Yearly Advocacy Day 400-600 superintendents head to Albany to push for funding for certain programs if anyone has suggestions to contact Matt Baisley.
 - Conference 82 for the NYS Association of Transportation Engineers is taking place from June 4-7, 2024 at the Utica Campus of MVCC.
 - There will be a golf tournament, two days of speakers, tech sessions, a keynote speaker, and a banquet at the Stanely Theater.
 - Dana Crisino will be presenting on the PEL Study for Exit 31 since it is a joint MPO and DOT study and on her experiences in the Netherlands with transportation innovation.

10. Adjournment

- Motion to adjourn the meeting made by: John Piseck
 - Seconded by: Scott Musacchio
 - Voting: Passed, 10-0-0

The meeting was adjourned at 10:31 a.m.

Respectfully submitted by Amy Heiderich