



**METROPOLITAN PLANNING ORGANIZATION**

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Director: Julie Richmond

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**Minutes for the August 20, 2025 Meeting**  
**Herkimer-Oneida Counties Transportation Planning Committee**  
Oneida County Department of Planning Conference Room  
Union Station  
321 Main Street, Utica, New York

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

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Jeff Quackenbush, called the meeting to order at 9:35 AM. Matt Baisley, Chairperson, entered the meeting at 9:40 AM.

**1. Welcome and Introductions**

Voting Members Present

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|-------------------|--|
| Matthew Baisley   | Commissioner, Oneida County Department of Public Works                           |
| Jeff Quackenbush  | Representing James Genovese, Oneida County Commissioner of Planning              |
| Deborah Windecker | Regional Planning and Program Manager, NYSDOT Region 2                           |
| Tara Spraker      | Director of Capital Programs, Central New York Regional Transportation Authority |
| Sara Sherlock     | Assistant Engineer, New York State Thruway Authority                             |
| Stephanie Tyoe    | Deputy Highway Superintendent, Herkimer County Planner, City of Utica            |
| Audrey Alix       |  |

Non-Voting Members Present

|                     |  |
|---------------------|--|
| Mark DeRocco, PE    | Assistant Regional Planning and Program Manager & HOCTC Liaison, NYSDOT Region 2 |
| Julie Richmond, MPA | Director, HOCTC  |
| Barb Hauck          | Principal Planner, HOCTC   |
| Amy Heiderich       | Senior Planner, HOCTC  |
| Grace Whiffen       | Planning Specialist, HOCTC   |
| JP Dillon           | Planner, HOCTC   |
| Francisca Ortiz     | Planner, HOCTC   |
| Clair Papendicle    | Transportation Analyst, NYSDOT   |
| Nate Martel         | Transportation Analyst, NYSDOT   |
| Josh Dahlin         | Senior Planner, HOCTC  |
| Edward Smith        | Deputy Commissioner, Oneida County Department of Public Works                    |

## 2. Approval of the Minutes

- Motion to approve the meeting minutes from the May 22, 2025, meeting as submitted by: Deborah Windecker
- Seconded by: Tara Spraker
- Voting: Passed, 7-0-0

## 3. Public Comment

- No public comment

## 4. Director's Report - Julie Richmond, HOCTC Director, gave a synopsis of HOCTC activities for the past quarter.

### Exit 31 PEL Study

- Fisher and Associates are the primary consultants, with several subconsultants.
- The most recent TAG Meeting was held earlier this month on August 6. The Fisher team provided an update on the Technical Memorandums, Purpose and Need, Outreach and Engagement, Concept Alternatives, Agency Coordination and the remaining schedule. The Tech Memos have been updated to reflect the expanded boundary and the additional traffic, safety and environmental analysis that needed to be incorporated due to the change in the project boundary.
- The purpose and need of the project was updated to align with federal guidance, new study boundaries and to make sure what is included in the Purpose and Need statement align with measurable metrics. The Purpose has always incorporated the need to improve the roadway system connections between I-90 to I-790, NYS Routes 5, 8, 12, 921C, and NYS Route. 49, while improving the multi-modal network within these corridors. Wurz Avenue, Auert Avenue, Trenton Road, Coventry Avenue, and Leland Avenue are also included in this study.
- The consultant team has developed 12 draft concepts. The one dimensional design concepts represent potential interchange to interchange connection scenarios that address varying levels of the identified need, including one no-build scenario for comparison purposes.
- Now the study is at the phase where the concepts are run through the regional travel model developed for the project, and we determine forecasted origin – destination patterns, and turning movements. Then those outputs become inputs to the Synchro model to determine how they affect traffic volumes and level of service.
- Once this final technical analysis is done, the concepts are then screened through a two-step concept screening:
  - Level 1: Screened against the purpose and need, if they don't address the purpose and need then they don't advance to level 2 screening.
  - Level 2: Take the remaining concepts and start screening the concepts against the objectives.
- HOCTC and Highland Planning tabled at the Many Cultures One World Event at MVCC. The team provided updates on the Project, since the team tabled there in 2024 to collect feedback from the public regarding issues and challenges navigating the project study area.

- A second round of virtual focus groups will begin this fall, to provide a project update and the screened concepts to those stakeholder groupings that participated in the first round of focus group conversations. Final comments will be documented and incorporated into the final analysis.
- Aiming for a late September Public Workshop #3, where simplified versions of all concepts will be presented by the consultant team to the public for input and review.
- The draft final report for agency review is anticipated for November and initiating the 30-day Federal Highway agency review in December. The final deliverable to be completed in early 2026.

#### Discussion:

- Region 2 questioned whether the documents that were presented in the TAG meeting were on the website or where they could access the documents. The PowerPoint from the TAG meeting will be sent to Region 2.
- A question was asked by NYSTA about looking at the concepts again before they have to send out the final response. HOCTC replied that there will be at least one more TAG meeting before the final draft comes out so they will be able to review the concepts.

#### SS4A – The Oneida and Herkimer Counties Safety Action Plan

- The Safe Streets for Safety Action Plan was adopted by GP&L in April 2025.
- With the approval of the two-county SS4A Safety Action Plan, HOCTC and Oneida and Herkimer Counties are committed to a future where there are zero fatalities for all roadway users.
- To help realize this goal, Oneida & Herkimer Counties have established an objective of a 50 percent reduction in fatal and serious injury crashes for all users by 2050.
- The Safety Action Plan incorporated these six items: setting up a monitoring and evaluation team, developing a timeline for implementation, continuing ongoing public engagement with stakeholders, launching education and public awareness efforts, maintaining the SS4A Hub website and dashboard and assisting municipalities with implementation grant applications.
  - A HOCTC Safety Subcommittee which will be comprised of Planning and HOCTC staff and key TAC members is envisioned as the key staff- and coordinating body- to oversee the implementation of the SS4A Plan. The mission of the Transportation Safety Committee (TSC) will be to focus primarily on process and policy changes.
  - Coordinating implementation efforts with the TSC will be HOCTC and Oneida County Planning staff utilizing the SS4A Plan as a guide and a resource.
  - HOCTC is working on a public engagement schedule for the remainder of the 2025 calendar and will be tabling at various events collecting feedback with the Safe Streets Reporter and other outreach and education materials as they are developed.
    - HOCTC has been responding to stakeholder requests for information regarding a particular roadway segment or intersection. Several of these requests have been in relation

to safety concerns with respect to pedestrian activity. HOCTC can provide the municipality with a technical memorandum summarizing what the data sources such as CLEAR, Placer AI and Replica indicate, its similarities to the representative priority locations, and what the public engagement efforts have identified about the location. This provides a useful package to the municipality to use if they want to bring the issue to their local planning board or pursue funding opportunities such as TAP.

- HOCTC will be responsible for updating and maintaining the data in the SS4A dashboard and tracking safety projects as they are completed for biennial reporting.
- HOCTC worked with the Cities of Utica and Rome to apply for USDOT Safe Streets for All Safety Implementation funding in June. The two municipalities were eligible entities to apply for that funding since we have an approved two-county SS4A safety action plan.
- HOCTC also utilized the SS4A Safety Action Plan to assist Herkimer and Oneida Counties with their Roadway Departure Funding applications.
- Policy and Process Framework organizes the actions that can be taken to pursue the SS4A Safety Action Plan goal on the non-infrastructure side of implementation.
- There are seven Process “areas” that each have multiple recommendations to building capacity for a roadway safety management process. These areas include:
  - Process Changes
  - Refining the Complete Streets project development processes
  - Roadway Safety Management utilizing speed management *and* changes in roadway user behavior
  - Promoting education in transportation safety
  - Utilizing local codes to incentivize safety improvements and enhancing post-crash care
- The first policy action will be that HOCTC adopts the goal and objective of Oneida & Herkimer Counties Safe Streets for All Safety Action Plan and its data-driven Safe Systems Approach with its own Vision Zero policy.
- Tasks for the Transportation Safety Committee will include some of these activities:
  - Developing a model Local Complete Streets Policy and a sample resolution template for municipalities. Also support municipalities to update their existing Complete Streets policy or adopt a new one.
  - The committee can be working with municipalities, both large and small, to help them develop their own speed management programs that are based on a data-driven approach to traffic calming by applying a combination of physical and behavioral countermeasures.
  - Identifying where there are gaps in needed educational programming and collaborate on how to best fill them.

- Working on Post-crash care, such as supporting emergency medical services that increase the survivability of crashes through access to on-site and hospital care.
- The TSC can provide input to local Planning and Zoning Boards, invite them to participate in Road Safety Audits, provide training on systemic safety treatments that can be implemented by adding to development codes or through the Section 239-M process at the County level.
- Discussion:
  - DPW asked if the TSC could look at the impact of fixed radar feedback signs since DPW are getting requests for them more often. HOCTC replied that this would be a good topic for the TSC to research.
  - It was questioned how many of the fixed radar feedback signs do the DPW have in their possession. DPW has zero in their possession, they helped put the signs up and there are some radars on County roads, but they have none they maintain.
  - It was mentioned that people were getting warnings for school zone areas when passing through during non-school hours. Since these only provide warnings, nothing has been done to resolve it yet.
  - DOT Region 2 stated that there is a block of HSIP funds in the new TIP for SS4A since it is an active document.
  - Matt Baisley introduced Ed Smith as a new deputy commissioner at the Oneida County DPW.

5. **NYSDOT Region 2 Report** – Deborah Windecker, NYDOT gave a synopsis of Region 2 activities this past quarter.

- There is no update on the Roadway Departure Plan as of now.
  - Region 2 was hoping to receive applications from all six counties in the region, but Herkimer and Oneida Counties were the only ones that applied, so money may be allocated appropriately.
  - Money could be used for projects already being implemented.
  - Region 2 and NYS DOT are looking for feedback about the application process. DPW stated there is a monthly highway superintendent’s call and he would bring up this topic.
- The Transportation Alternative Program is a bi-annual solicitation. Announcements should be coming in the late fall 2025 for awards ranging from \$500,000 to \$5.0M TAP provides an opportunity for pedestrian enhancements to roll into DOT paving projects.
- Recent Letting: Route 46 Lansingkill Bridge to Holmes Road in the Towns of Ava, Boonville, and Western is a recent letting for \$7.3M. It will encompass 6.25 center lane miles with 4” micro fill pavement resurfacing, areas of shoulder resurfacing, tree clearing, and guiderail replacement. It is anticipated to be completed by the end of 2026.
- Construction Project Updates: Route 12B & 412 in Village of Clinton in Oneida County for \$8.8M. This will encompass 6.9 miles for pavement rehabilitation, signal improvements, sidewalk extensions & sanitary improvements betterment from Village

of Clinton. It is anticipated that this will be completed in Summer 2026. Route 12B was closed from 07/14 until 08/08.

- Construction Project Updates: Burrstone Road Intersection Safety Project added a new signal and complete street components (new pedestrian timers, lighting, and new sidewalks) to their \$3.3M project which will be completed by end of summer. The project addresses crash rates and other safety issues associated with lane configuration, lane geometry, pedestrian and bicycle accommodation, highway lighting, and travel speeds at the intersection of NYS Route 921 W (French Road, Champlin Avenue) and Burrstone Road.
- Upcoming Lettings: A Bridge NY 2022 culvert replacement on Hardscrabble Road over City Brook in the Town of Norway will be let in September 2025 for \$2 million.
- Upcoming Lettings: 2018 Transportation Alternative Project Willow Place sidewalk improvements in the Town of Verona in Oneida County will be let in September 2025 for \$1.2 million.
- Upcoming Lettings: A Culvert Resiliency Project 21-Contract 4 will include a culvert replacement on Route 51 over Steele Creek and it will be let in September 2025 for \$2.5 M.
- Upcoming Lettings: A Culvert Resiliency Project- Contract 6 will include Mohawk River Trail Phase 3 tunnel under Route 46 near the Fish Hatchery in Rome, the culvert adjacent to the Fish Hatchery carrying Route 46 over an unnamed creek, and the culvert carrying Route 46 over Clark Brook and it is to be let in September 2025.
- Project Updates: New York State Route 29 over East Canada Creek Bridge Replacement in the Town of Dolgeville in Herkimer and Fulton Counties had a NEPA/EDPL hearing on June 18, the comment period has concluded and is awaiting Design Approval. Right of Way acquisition is planned to begin at the end of summer 2025.
- Project Updates: North Genessee Street Gateway Bridge and Multi-Modal Connector Project replaces 2 bridges with additional lane, adds 10' multi-use trail, and to improve access management to enhance safety. There was a NEPA hearing on July 30<sup>th</sup>, with planned design approval in early fall to begin Right of Way and Utica Rest Inn full acquisition. There is a \$43.5 million construction cost and the DOT was awarded a federal RAISE Grant of \$18.2M. The project is anticipated to let in June 2026.
  - There can be no private driveways within 100' of an interstate on/off ramp, so Region 2 is working with the City of Utica to build a city street with business access.
- Project Updates: Route 69 and Main Street over Sauquoit Creek Bridge Replacements in Oneida County is in Preliminary Design with a planned NEPA/EDPL hearing scheduled for Fall 2025. Construction is set to begin in Spring 2027. Flood impacts will be addressed in this project.
- Discussion:
  - HOCTC spoke with Samantha Morrone at Region 2 and are going to reach out to a municipality or two with suggestions for the TAP funding. HOCTC inquired if NYSDOT Region 2 was still doing the pre-application review. NYSDOT still does offer a pre-application review.
  - Region 2 mentioned that there is \$54M available in Rural and Tribal Assistance funding and that they plan to resubmit a \$2M application for preliminary design

at Exit 31 with a focus on interstate to interstate connectivity. Region 2 will update the application to include the Chobani facility coming into Rome, NY and the major local road impacts it will have.

- HOCTC mentioned the in-progress freight analysis that will also help tell the story.
- Region 2 mentioned that there will not be a new STIP until after 01/01/2026.
- Oneida County DPW asked if the DOT is concerned about availability of workforce and it is driving up costs. DOT said that bids are coming in low and they are aware that they need to look further and that the I-81 project in Syracuse is impacting workforce availability. NYSTA stated they are having trouble getting trucks.

**6. NYS Thruway Report** –Sara Sherlock, NYSTA gave a synopsis of the activities undertaken by NYSTA this past quarter.

Ongoing Projects:

- Safety upgrades with a completion in Fall 2025.
- Mainline bridge rehabs over Sterling Creek have caused lane shifting back to construct the westbound bridge. The scheduled completion in Fall/Winter 2025.
- Thruway bridge replacement over Oriskany Boulevard (Route 69) west bound lane will be back open for winter. The scheduled completion is Winter 2026. The steel is set on Oriskany Boulevard. There will be another lane shift next construction season since NYSTA does not have lane shifts during winter months.
- Replacement of Thruway Bridge over Mohawk Street (Route 28) - east bound lanes will be back open for winter. It is scheduled for completion in Winter 2026.
- North Genesee Street bridge rehab (away bridge), the scheduled completion in the Fall of 2025.

Tentative 2025 Projects:

- Replacement of Route 46 Bridge over Thruway – Letting in the third quarter of 2025.

Tentative 2026 Projects:

- Exit 29A – Little Falls exit ramp bridge rehabilitation in 2026.
- Removal of an abandoned railroad bridge in 2026.
- NYSTA is also continuing to work on the Exit 31 PEL Study, and they would like to work on the tourist building at Exit 31. DPW will look into its status since it is being held up with Oneida County now.

**7. Other Reports – None**

**8. Presentations – None**

**9. Old Business – None**

**10. New Business – HOCTC Resolutions 2025-24 – 2025-29**

## **2025-24 – Amendment to the 2025-2025 Unified Planning Work Program (UPWP)**

**Budget Presenter:** *Julie Richmond, HOCTC*

- Description: Julie explained to the TPC members that this draft resolution is incomplete at this time since final budget numbers have not been released from NYSDOT Main Office in Albany. Therefore, Julie had asked to “table” the resolution for this meeting until the information is received from Main Office and a complete resolution draft can be presented. Therefore, this is not an official tabled resolution because of incompleteness, and it was not motioned or seconded on. If the information needed is received and the resolution is completed in the next few days, it will be presented to the GP&L Committee on September 4, 2025 for approval. If it is not completed in time, it will be held over for the agendas of the next TPC and GP&L meetings in November/December 2025.
- Discussion: None

## **2025-25 – A Resolution of Herkimer-Oneida Counties Transportation Council (HOCTC) Adopting a Vision Zero Safe System Approach Policy, *Presenter: Julie Richmond, HOCTC***

- Description: The Safe Systems Approach developed in the comprehensive Safe Streets for All (SS4A) Safety Action Plan for Oneida and Herkimer Counties, adopted by the Oneida County Board of Legislators and the Herkimer County Legislature in April 2025 provides a framework for achieving Vision Zero by addressing all aspects of the transportation system to minimize the risk of crashes and the severity of injuries when they do occur, emphasizing shared responsibility and proactive measures.
- The development of the Oneida and Herkimer Counties SS4A Safety Action Plan used evidence-based solutions and strategies that ensure equitable investments in underserved communities, low-cost high-impact strategies, and support sustainability of the local community by addressing the needs of all road users and increasing safe, healthy, equitable mobility for all.
- Oneida and Herkimer Counties previously adopted the SS4A Safety Action Plan which has set a goal of trending toward zero traffic deaths and serious injuries.
- HOCTC will create a Safety Subcommittee which will serve as the coordinating body to oversee the implementation of the Oneida and Herkimer Counties SS4A Safety Action Plan and be the responsible steward for implementing policy and process changes.
- The role of the HOCTC Safety Subcommittee is further described in Chapter 2: Goal Setting, Leadership Commitment and Policy and Process Changes and Chapter 10: Progress, Transparency and Next Steps of the Oneida and Herkimer Counties SS4A Safety Action Plan and are incorporated herein as Attachments 1 and 2.
- Discussion: None
- Motion to approve Resolution made by: Jeff Quackenbush
  - Seconded by: Deborah Windecker
  - Voting: Passed 7-0-0

**2025-26 – Amendment to the 2023-2027 TIP to revise a Culvert Replacement Project,**  
*Presenter: Mark DeRocco, NYSDOT*

- Description: PIN 2806.87- The Culvert Replacement Project will replace Route 20/Unnamed Creek, just east of Route 20/Route 8 Intersection in the Town of Bridgewater in Oneida County.
- The total project cost will be increased by \$ 0.356M, from \$3.554M to \$3.910M which includes the ROW Acquisition cost increase. Detailed Design and Row Acquisition phases were also moved from FFY 2025 to FFY 2026.
- Discussion: None.
- Motion to approve Resolution made by: Jeff Quackenbush
  - Seconded by: Sara Sherlock
  - Voting: Passed 7-0-0

**2025-27– Amendment to the 2023-2027 TIP to add a Pavement: Mill and Fill Project,**  
*Presenter: Mark DeRocco, NYSDOT*

- PIN 2134.61- Route 5,8, & 12 Paving Project will include 1.95 miles of paving on Route 5, 8, & 12 North South Arterial, beginning at the concrete pavement at the bridge over NYS & W Railroad, and 11,000 feet of multiple ramps. This project will also address signs, minor drainage repairs, and minor guiderail repairs along the section of Route 5, 8 &12 in the City of Utica in Oneida County.
- The project shall be funded in the amount of \$5.2M with NHPP funds.
- Discussion: The project location is south of French Road to tie into the Sunset Avenue/Noyes Street. repairs.
- Motion to approve Resolution made by: Jeff Quackenbush
  - Seconded by: Matthew Baisley
  - Voting: Passed 7-0-0

**2025-28 - Amendment to the 2023-2027 TIP to revise a Bridge Replacement Project,**  
*Presenter: Mark DeRocco, NYSDOT*

- Description: PIN 2065.40- Route 12B over Oriskany Creek Bridge Replacement (BIN 1009890) Project will replace the bridge carrying Route 12B over Oriskany Creek and the replacement of Route 12B over unnamed creek culvert, which will become bridge size. This project will also include the reconstruction of Route 12B between Furnace Street and Route 233, and the addition of a multi-use trail in the Town of Kirkland in Oneida County.
- The total project cost shall remain the same at \$6.191M, and the fund source for one Construction line will be changed from CRP Med Urban to National Rec Trails Fund.
- Discussion: There were Recreational Trails funds received to work in Franklin Springs to tie into a TAP project.
- Motion to approve Resolution made by: Matthew Baisley
  - Seconded by: Jeff Quackenbush
  - Voting: Passed 7-0-0

**2025-29 - Amendment to the 2023-2027 TIP to revise a Safety Pavement Preventative and Corrective Maintenance Project,**

*Presenter: Mark DeRocco, NYSDOT*

- Description: PIN 2806.79: Pavement Marking West Project 25 is a preventive maintenance project that will be used to replace worn or missing pavement markings at various locations in Oneida and Madison Counties in Region 2.
- The total project cost shall be increased by \$2.006M. The Construction phase is being increased by \$1.744M and Construction Inspection funds are being increased by \$0.262M and NHPP will be added as an additional fund source to STBG for those phases.
- Discussion: The cost increase is to cover paving and striping. The project will be let in November 2025.
- Motion to approve Resolution made by: Jeff Quackenbush
  - Seconded by: Deborah Windecker
  - Voting: Passed 7-0-0

**11. Administration Modifications to the 2023-2027 TIP, *Presenter: Julie Richmond, HOCTC*** - Presentation and discussion of the TIP Administrative Modifications Memorandum.

- This is a report on the actions that the MPO has taken.
- These are all the smaller revisions to the TIP capital program that equate to a change of less than 10% of the total project cost or a change in phases or federal funding years and don't require action by the policy committee.
- There is no vote required for these modifications. This saves on the number of resolutions.

| ADMIN MOD. # | PIN     | DESCRIPTION   | AGENCY |
|--------------|---------|---|--------|
| 2025 – 05MOD | 2LC1.21 | Culvert Resiliency Project 21- Contract 4. This project will replace and rehabilitate large culverts on the state system with a focus on safety, infrastructure and hydraulic resiliency, supporting the state’s economy and environmental stewardship (CINS C230051, C230091). The total project cost increased by \$1,311,00 to match PS&E cost. The NHPP funds will be removed and adding the amount to the STBG flex for C & CI phases. The total project cost will be increased from \$3.786M to \$5.097M. Also, the funding year for ROW Acquisition phase will be changed from FFY 2024 to FFY 2025. | NYSDOT |
| 2025- 06MOD  | 2ITS.26 | This project funds the operation and maintenance of the Regional Transportation Management Center (TMC). This includes the salaries for consultant staff as well as equipment purchases and any costs associated with maintenance of the equipment and TMC building. The funding covers one federal fiscal year. The total project cost increased by \$126,000.   | NYSDOT |
| 2025- 07MOD  | 2754.66 | Bridge NY 2021: Round Lake Road over Lake Outlet (BIN 2205740). This project will replace the bridge that carries Round Lake Road over the Long Lake outlet in the Town of Forestport in Oneida County. The funding year for Construction and Construction Inspection Phases is changing from FFY 2025 to FFY 2026.   | NYSDOT |
| 2025- 08MOD  | 2806.86 | Culvert Repair/Replacement Project 25. This project will replace three large culverts C230001, C270011 and C240055 in the Towns of Schuyler, Augusts and Georgetown in Herkimer and Madison Counties. The total project cost is increasing by \$0.071M in Construction and Construction Inspection phases. The total project cost will be increased from \$3.489M to \$3.560M. The funding year for Construction and Construction Inspection Phases is changing from FFY 2025 to FFY 2026.  | NYSDOT |

## 12. Open Discussion

- None

## 13. Adjournment

- Motion to adjourn the meeting made by: Jeff Quackenbush
  - Seconded by: Sara Sherlock
  - Voting: Passed, 7-0-0

The meeting was adjourned at 10:37 a.m.

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Respectfully submitted by Grace Whiffen