



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

Mayor Jeffrey M. Smith
City of Watertown

Kenneth Mix
Interim 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

Thursday, January 16, 2020, 1:30 PM
9th Floor Conference Room, Dulles State Office Building

Members Present: Scott Docteur, Steven Kokkoris, Robert Hagemann, John Peck, Richard Finn, Kristopher Reff

Technical Committee & MPO Central Staff Present: Barbara Cadwell & Alan Ricalton

Other Attendees: Adam Ruppe (City of Watertown Transportation Commission), Craig Fox (Watertown Daily Times)

- I. Call to Order:** Meeting was called to order by J. Peck.
- II. Public Comments:** Adam Ruppe, newly appointed to the City of Watertown's Transportation Commission, introduced himself.
- III. Prior Meeting Minutes:** A motion was made by S. Kokkoris to accept the prior (9/5/19) meeting minutes. The motion was seconded by R. Finn and passed unanimously.
- IV. Project Updates:**
 - **Transit:** The study is 100% complete. There is one final payment to be made. A motion was made by R. Finn to accept the study, it was seconded by S. Docteur and passed unanimously. The next step will be implementation. The City has a Request for Proposal (RFP) out for a Mobility Manager and should have one onboard soon.
 - **NY 342/I-81:** This project received funding as part of the NYSDOT Freight Study. The project is anticipated to replace the bridge at the NY 342 interchange and improve the ramp configuration.
 - **US 11-NY 37 Intersection Safety Project:** This project is funded with NYSDOT MO Highway Safety Improvement Program (HSIP) funds. The project will replace the existing scissors type intersection where LeRay Street and Mill Street meet just north of the Watertown City limit with a roundabout.

Policy Committee Meeting Minutes

Thursday, January 16, 2020 1:30 PM

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V. 2020 – 2021 UPWP:

○ Proposed Studies:

- Bicycle/Pedestrian Study: Getting a consultant in place remains a challenge. The MPO continues to work with NYSDOT Main Office to find a way utilize the LDSA process. If that is not available, there is an abbreviated 6-month process that may have the potential to be used.
- New Bridge over CSX Railroad to Public Safety Complex: This study will investigate the feasibility of creating an additional access point to the Metro-Jefferson Public Safety building. One means of achieving this is the construction of a new bridge across the CSX railroad south of Arsenal Street as indicated in the draft UPWP.
- Truck Route through City: This study will investigate the feasibility of providing a designated route for truck traffic through the City of Watertown. The study will build on the initial work that was conducted for the Long-Range Transportation Plan.
- General On-Call Consultant Contract: Given the length of time it normally takes to hire a consultant; this proposal would allow the MPO to designate a consultant and have them under contract so that they could be put to work quickly to address various technical needs of the MPO as they arise.

- **Motion for Public Review**: A motion was made by R. Finn that the Draft UPWP for 2020 – 2021 be allowed to be put out for public review. It was seconded by S. Kokkoris and passed unanimously.

VI. Resolution #2-2020 (TIP Amendment): A motion was made by R. Hagemann to accept Resolution #2-2020. The motion was seconded by R. Finn and passed unanimously. The resolution amends the TIP to increase funding for two projects (NY 342 over I-81 and the US 11 – NY 37 Safety Improvement project). See Appendix A for the full text of the resolution.

VII. Miscellaneous:

- Arsenal Street Project Update: Bridge is open to traffic, however, there is much work left to be done that will extend into the springtime; safety fence needs to be installed, the temporary structure needs to be removed, the concrete barrier on the north side sidewalk needs to be removed, etc. As a whole, the project went smoothly and created minimal disruption to traffic.

Policy Committee Meeting Minutes


Thursday, January 16, 2020 1:30 PM

9th Floor Conference Room, Dulles State Office Building

- Massey/Coffeen/Court Street Project: Work on the bridge and curb ramp work are more extensive than originally anticipated creating a shortfall in planned funding. If the project can be pushed into the following fiscal year, it is anticipated that additional funding can be found to make up for this shortfall. This was agreeable to the City.
- Next Meeting: The next meeting is preliminarily scheduled for February 20. One of the primary agenda items will be acceptance of the UPWP.

VIII. Adjournment: A motion to adjourn was made by R. Finn, it was seconded by S. Kokkoris and passed unanimously.

Appendix A – Resolution #02-2020



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

Mayor Jeffrey M. Smith
 City of Watertown
 Vice Chairman – Policy Committee

Richard Finn
 City of Watertown Manager

Robert F. Hagemann III
 Jefferson County Administrator

John D. Peck
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Resolution 2-2020

Policy Committee Resolution approving an administrative modification and amendment to the FFY 2019 - 2024 Transportation Improvement Plan

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 2019-2024 Transportation Improvement Program (TIP) needs to be amended to include the changes in the table below to various projects; and

WHEREAS, the Highway Technical Committee recommends that the Policy Committee approve this amendment/modification to the 2019-2024 TIP;

NOW BE IT THEREFORE RESOLVED, that the Watertown Jefferson County Area Transportation Council Policy Committee hereby approves the revision of the 2019–2024 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 2019–2024 TIP.

PIN	TIP #	Project Description	Cost (Fed)	Target	Non-Target
703311	703311	Rt 342/I-81 Interchange	Add \$2M to project	<input type="checkbox"/>	<input checked="" type="checkbox"/>
714341	714341	Rt11/Rt 37 Intersection- Safety	Add \$0.76M to project	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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 2-2020, adopted by consensus this 16th day of January, 2020.

 Chair

 Date 1/16/2020