



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 M. Finn
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, September 5, 2019, 1:30 PM
9th Floor Conference Room, Dulles State Office Building

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

Technical Committee & MPO Central Staff Present: Barbara Cadwell, Patrick Keenan, Tom Maurer, Alan Ricalton & Geoff Urda

Other Attendees: Frank Doldo (St. Lawrence County Mobility Manager), Jennifer Hodge (Volunteer Transportation Center)

- 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. Finn to accept the prior (6/4/19) meeting minutes. The motion was seconded by S. Kokkoris and passed unanimously.
- IV. Mobility Management Presentation:** A presentation was made by Frank Doldo (Mobility Manager for the St. Lawrence County Public Transit System) and Jennifer Hodge (Development Director for the Volunteer Transportation Center). The presentation explained how mobility management has been successful in St. Lawrence County and how the WJCTC and Jefferson County could benefit from implementing a dedicated mobility manager.
- V. Safety Performance Targets:** A motion was made by R. Hagemann to accept Resolution 12-2019 by which the WJCTC agrees to support NYSDOT's 2019 targets for the five Highway Safety Improvement (HSIP) performance measures. It was seconded by J. Butler and passed unanimously. See Appendix A for the full text of Resolution 12-2019.
- VI. TIP Modification:** A motion was made by R. Hagemann to accept Resolution 13-2019 which amends the current TIP by adding four two new projects and modifying six others. It was seconded by J. Butler and passed unanimously. See Appendix B for the full text of Resolution 13-2019.

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VII. Transit Study Update:

- There will be two public meetings held this fall, one at Jefferson Community College (JCC) and one at Fort Drum, to explain to the public the findings of the transit study.
- Upon completion of these meetings, an additional meeting will be held with local government officials, corporate stakeholders and other key stakeholders to summarize the findings of the study as well as to discuss the feedback from the aforementioned public meetings. To maximize attendance this could be held later in the day (for instance, at 7:00 PM). The concept of using the auditorium at JCC for this meeting was discussed. It was also discussed that it would be best not to hold the meeting on a Monday or a Tuesday.
- The formal documents generated by the Transit study are available on the WJCTC website (<https://www.wjctc.org/projects/transit2.html>).

VIII. Local Stakeholders Group: The July quarterly update was issued on August 1st. The next meeting will be held on October 1st.

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

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Appendix A – Resolution #12-2019 (Page 1 of 2)



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Resolution 12-2019

Policy Committee Resolution adopting NYSDOT Safety 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 Highway Safety Improvement Program (HSIP) final rule (23 CFR Part 490) requires States to set targets for five safety performance measures by August 31, 2019, and

WHEREAS, the New York State Department of Transportation (NYSDOT) has established targets for five performance measures based on five year rolling averages for:

- (1) Number of Fatalities,
- (2) Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT),
- (3) Number of Serious Injuries,
- (4) Rate of Serious Injuries per 100 million VMT, and
- (5) Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries, and

WHEREAS, the NYSDOT coordinated the establishment of safety targets with the 14 Metropolitan Planning Organizations (MPOs) in New York through the New York State Association of Metropolitan Planning Organizations (NYSAMPO) Safety Working Group and the NYSAMPO Fixing America's Surface Transportation (FAST) Act Working

Group; and discussed the targets at a Federal Highway Administration (FHWA) Safety Target Setting Workshop and during an Executive Director's meeting, and

WHEREAS, the NYSDOT has officially adopted the safety targets in the Highway Safety Improvement Program annual report dated August 31, 2019, and the Governors Traffic Safety Committee has adopted identical safety targets for number of fatalities, rate of fatalities and number of serious injuries as set forth in the Highway Safety Strategic Plan (HSSP), and

WHEREAS, the WJCTC may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the aforementioned 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 2019 targets for the five safety 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.

Policy Committee Meeting Minutes

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Appendix A – Resolution #12-2019 (Page 2 of 2)

Policy Committee Meeting

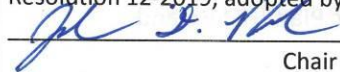
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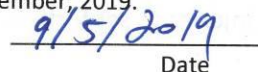
9th Conference Room, Dulles State Office Building

Statewide Safety Performance Measures for All Roads (Regardless of Ownership or Functional Class)						
Measure	Baseline		Step #1		Step #2	
	2017 Annual	2013-2017 5-year average	Forecast Using 5-Yr Moving Average Trendline		Round and Apply 2% or 4% Cap	
			2020 Forecast	% Change 2016-2020 vs. 2013- 2017	Rounded / Capped Percent	NYS DOT Target 2020
Number of Fatalities	999	1,084	1,020	-5.9%	-4.0%	1,040.4
Fatality Rate (per 100 million Vehicle Miles Travelled - VMT)	0.81	0.86	0.82	-4.3%	-4.0%	0.826
Number of Serious Injuries	11,148	11,242	10,392	-7.6%	-2.0%	11,017
Serious Injury Rate (per 100 million VMT)	9.01	8.89	8.42	-5.3%	-2.0%	8.709
Number of Non- Motorized Fatalities and Serious Injuries	2,554	2,736	2,557	-6.6%	-4.0%	2,626.8

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 12-2019, adopted by consensus this 5th day of September, 2019.


Chair


Date

Policy Committee Meeting Minutes

Thursday, September 5, 2019, 1:30 PM

9th Floor Conference Room, Dulles State Office Building

Appendix B– Resolution #13-2019 (Page 1 of 1)



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Resolution 13-2019

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;

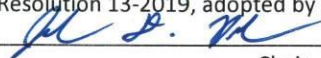
NOW BE IT THEREFORE RESOLVED, that the Watertown Jefferson County Area Transportation Council Policy Committee hereby approves the revision of the 2019–2024 TIP to incorporate the changes shown in the table below which is part of this resolution, and


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
7V23W1	7V23W1	Rt 12F, Watertown City Line- Rt 180	\$1.090 M (No Change in Cost)	<input type="checkbox"/>	<input type="checkbox"/>
7V22W1	7V22W1	Rt 126, Watertown - Rutland	\$1.04M (Inc of 360,000)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
793235	793235	South Mechanic St RR X-ing, MA&N Carthage	\$340,000 (Inc of \$95,000)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
793236	793236	South James St RR X-ing, MA&N Carthage	\$256,000 (Inc of \$45,000)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
793237	793237	South Clinton St RR X-ing, MA&N Carthage	\$225,000 (Inc of \$24,000)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
793238	793238	South Washington St RR X-ing, MA&N Carthage	\$235,000 (Inc of \$34,000)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7V20W3	7V20W3	Resurface Rt 342, I81-Rt 37	\$160,000 (New Project)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7V20W4	7V20W4	Resurface Rt 3, Felts Mills- Milton Road	\$221,000 (New 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 13-2019, adopted by consensus this 5th day of September, 2019.


Chair

 9/5/2019
Date