



Kristopher H. Reff
Acting Director, Regional Planning &
Program Management
NYSDOT Region 7
MPO Director

Mayor Sarah V.C. Pierce
City of Watertown
Policy Committee

Eric Wagenaar
City of Watertown
City Manager

Robert F. Hagemann III
Jefferson County Administrator

John D. Peck
Jefferson County Board of Legislators
Chairman – Policy Committee

Kenneth M. Bibbins
Regional Director
NYSDOT Region 7
Secretary – Policy Committee

Jarrold M. Radley
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 25, 2024, 1:30 PM
9th Floor Conference Room, Dulles State Office Building

Members Present: Kenneth Bibbins, Robert Hagemann, Sarah V.C. Pierce, Kristopher Reff, John Peck, Eric Wagenaar, Jarrod Radley

Technical Committee & MPO Central Staff Present: Brian MacCue, Kyle Meehan, Barbara Cadwell

Other Attendees: Geoff Urda (City of Watertown), Michael Bourcy (Jefferson County), Keith Ewald (B&L - WebEx), Jennifer Docteur (NYSDOT)

- I. Call to Order:** Meeting was called to order by John Peck at 1:30PM. He introduces Sarah V.C. Pierce, Mayor of the City of Watertown, and Eric Wagenaar, City Manager.
- II. Election of Officers:**
 - Vice - Chairperson: John Peck nominates Sarah V.C. Pierce, Robert Hageman seconds, no discussion, passes unanimously.
- III. Prior Meeting Minutes:** The draft minutes from the last PC meeting were circulated. A motion was made by Robert Hageman to accept, the prior (08/23/23) meeting minutes. The motion was seconded by Ken Bibbins and passed unanimously.
- IV. Resolution #1-2024 Adopting NYSDOT Safety Performance Targets:** A motion to adopt NYSDOT Safety Performance Targets was made by Robert Hagemann. The Motion was seconded by Eric Wagenaar. The Motion was passed unanimously. The full text of Resolution #1-2024 may be found attached in Appendix A.
- V. Unified Planning Work Program (UPWP):** A motion was made by Robert Hageman to approve the DRAFT UPWP to go out for public comment. A motion was seconded by Sarah V.C. Pierce and passed unanimously. The 30-day public comment period will be over on 2/26/2024. The Final UPWP is due to the NYDOT by March 1, 2024.

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- Highlights to the Draft UPWP include a full update to the Long-Range Transportation Plan (LRTP) under the Planning Services Agreement (PSA) and new studies.
- Future concepts for studies were also discussed.

VI. Local Stakeholder Group: Jarrod Radley reported that he is in the process of updating all of the Local Stakeholders contacts in hopes of more attendance. The next meeting will be held in person in the spring 2024.

VII. Miscellaneous Items:

- FHWA is requiring states to produce Greenhouse Gas performance targets by 2/1/2024. After this meeting it was learned that FHWA, while encouraging states to submit targets as soon as possible, will not start enforcing the deadline until March 29, 2024. Once the states sets their targets, the MPO will have 180 days to either support state targets or to set their own (similar to what is done for other performance measures).
- Section 5310 Program: It was stated that application solicitation is in progress for the 5310 Program, Enhanced Mobility of Seniors and Individuals with Disabilities Grant.
- PSA Study Updates:
 - 1) Keith Ewald gave a brief discussion/update on the four upcoming Task Assignments:
 - Long Range Transportation Plan 2050 update: This Task Assignment will take precedence over the others, with the update needing to be finalized by June 2024. He stated that a schedule will be provided.
 - Safe Routes to School Study
 - Resiliency Study
 - Electric Vehicle Study
 - 2) The Side Letters and Notices to Proceed are being reviewed by NYSDOT Contract Management. When these signed documents are returned; this will allow B&L to begin work.
 - 3) With these 4 Task Assignments progressing, this will almost exhaust the Contract Agreement Amount allowed.
- Black River Trail Eastern Expansion: A meeting will be set up with the Office of Parks Recreation and Historic Preservation (OPRHP), Policy Committee, B&L, the City of Watertown, and Jefferson County to discuss.

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- With the Public Safety Building Access Study being completed it was recommended that the Highway Technical Committee go through the findings and narrow them down to the best options for a more in-depth study.

VIII. Old Business:

- The City of Watertown (Citibus) has been working with NYSDOT's Public Transportation Bureau to be able to provide service beyond the City Limits as an initial step toward implementing a County Wide Transit System. They stated that the Agreement with the Town of Watertown to operate within their jurisdiction has been executed and they have added routes outside of the City limits extending to Jefferson-Lewis BOCES on NYS Rt. 3 (outer Arsenal Street), and Samaritan Summit Village on US Rt. 11 (outer Washington Street).

IX. Reminder: The next Policy Committee Meeting will be on 2/29/2024 at 1:30pm.

X. Adjournment: A motion to adjourn was made by Robert Hageman. It was seconded by Eric Wagenaar and passed unanimously at 2:06 PM.

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Resolution 1-2024

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 annually, 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 has officially adopted the safety targets in the Highway Safety Improvement Program annual report, 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 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.

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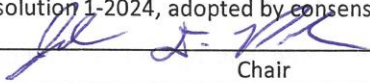

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WJCTC Resolution 1-2024

2024 Measure	Statewide Safety Performance Measures for All Roads (Regardless of Ownership or Functional Class)					
	Baseline		Step #1		Step #2	
	2021 Annual	2021 Baseline (2017- 2021 average)	Forecast Using 5-Yr Moving Average Trendline		Round and Apply 0.5% Cap	
			2024 Forecast	% Change 2020-2024 vs. 2017-2021	Rounded / Capped Percent	NYSDOT Target 2024
Number of Fatalities	1,157	1,021.2	894.9	-12.4%	-0.50%	1,016.1
Fatality Rate (per 100 million Vehicle Miles Travelled - VMT)	1.083	0.890	0.768	-13.7%	-0.50%	0.886
Number of Serious Injuries	11,238	11,145.6	11,034.1	-1.0%	-0.50%	11,089.9
Serious Injury Rate (per 100 million VMT)	10.516	9.654	9.370	-2.9%	-0.50%	9.606
Number of Non-Motorized Fatalities and Serious Injuries	2,663	2,641.6	2,502.9	-5.3%	-0.50%	2,628.4

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 1-2024, adopted by consensus this 25th day of January 2024.	
	
Chair	Date