



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

Mayor Sarah V.C. Pierce
City of Watertown
Vice Chairperson - Policy Committee

Eric Wagenaar
City of Watertown
City Manager

Dylan M. Soper
Interim 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 July 25th, 2024, 1:30 PM
9th Floor Conference Room, Dulles State Office Building

Members Present: Kenneth Bibbins, Kristopher Reff, John Peck, Dylan Soper, Eric Wagenaar, Jarrod Radley

Technical Committee & MPO Central Staff Present: Brian MacCue, Jim Lawrence, Barbara Cadwell, Kyle Meehan, Tom Compo

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

I. Call to Order: Meeting was called to order by John Peck at 1:32PM.

II. Prior Meeting Minutes: The draft minutes from the last PC meeting were circulated. A motion was made by Eric Wagenaar to accept, the prior (05/30/24) meeting minutes. The motion was seconded by Ken Bibbins and passed unanimously.

III. Resolution #8-2024 Transportation Improvement Program (TIP) - Transit: A motion was made by Kristopher Reff to approve Resolution #8-2024, to make the following changes to the current TIP:

- Add PIN 782099 for Citibus Facilities Enhancements and Maintenance.
- Add PIN 782108 for the purchase of a Hybrid Fixed Route Bus.
- Add PIN 782109 for Remote Streaming Security & Safety Equipment.

The Motion was seconded by Eric Waganeer and passed unanimously. The full text of Resolution #8-2024 may be found attached in Appendix A.

IV. Resolution #9-2024 TIP Amendment: A motion was made by

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Kristopher Reff to approve Resolution #9-2024, which would make the following changes to the current TIP:

- Add PIN 780825 for the US Route 11 Signal Optimization Project that was Awarded funding through the Congestion Mitigation and Air Quality (CMAQ) Grant.

The Motion was seconded by Dylan Soper and passed unanimously. The full text of Resolution #9-2024 may be found attached in Appendix B.

- V. Local Stakeholder Group:** Kristopher Reff mentioned that he attended the River Area Council of Governments (RACOG) Board Meeting in May to present on the WJCTC and the Local Stakeholder Group.

VI. Miscellaneous Items:

- New WJCTC Website Host: The HTC solicited vendors for a new host. The transition will happen this fall.
- PSA Study Updates: Keith Ewald gave a brief discussion/update on the three upcoming Task Assignments:
 - Safe Routes to School Study: The Consultant has been collecting data and narrowing down the priority areas. They are also grouping the areas of the highest need for bicycle and pedestrian accommodations. The next step is Stakeholder Outreach.
 - Resiliency Study: The Consultant has connected with the Jefferson County Hazard Mitigation Team to talk about the Multijurisdictional Hazard Mitigation Plan. They also gave a presentation on the Vulnerability aspect of the Study.
 - Electric Vehicle Study: The consultant stated that they are doing outreach and public engagement. Where it makes sense to spend the funding. There was some discussion of how municipalities will bear the cost of providing future EV infrastructure.

VII. Old Business:

- Black River Trail Eastern Expansion: The Office of Parks Recreation and Historic Preservation (OPRHP) has had some preliminary discussions with National Grid regarding Right Of Way (ROW).
- 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.

Policy Committee Meeting Summary

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- Brownville Bridge: It was mentioned that the Brownville bridge is in construction currently with a fall timeframe for substantial completion. The existing bridge will be retrofitted to increase its capacity to carry utilities.

VIII. New Business: With the new year coming and the new Policy Committee Members, it was mentioned that the Bylaws should be looked at to see if there is any updating that should be made.

IX. Reminder: The next Policy Committee Meeting will be scheduled in January. The exact date will be forthcoming.

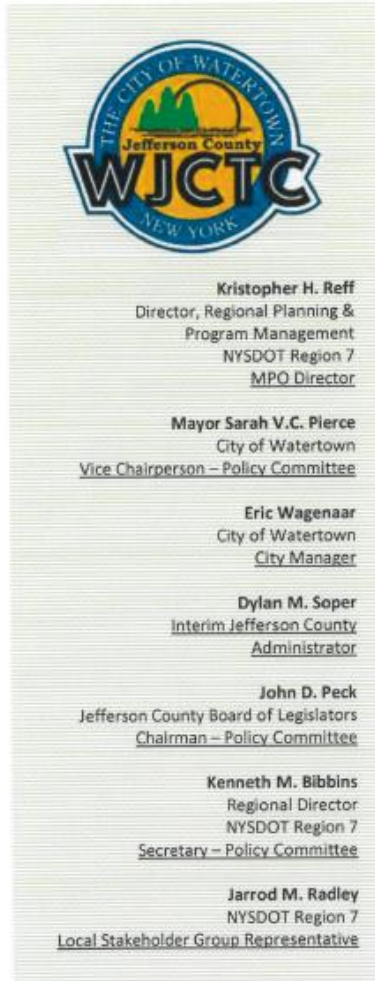
X. Adjournment: A motion to adjourn was made by Eric Wagenaar. It was seconded by Ken Bibbins and passed unanimously at 2:23 PM.

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Appendix A – Resolution #08-2024



Watertown Jefferson County Area Transportation Council

317 Washington Street, Watertown, New York, 13601; 315-785-2354

Resolution 8 – 2024

Policy Committee Resolution approving an administrative modification and amendment to the FFY 2023 - 2027 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 2023-2027 Transportation Improvement Program (TIP) needs to be amended to add PIN 782099, PIN 782108 and PIN 782109, descriptions below; and

WHEREAS, the Transit Technical Committee recommends that the Policy Committee approve this amendment/modification to the 2023-2027 TIP;

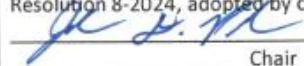
NOW BE IT THEREFORE RESOLVED, that the Watertown Jefferson County Area Transportation Council Policy Committee hereby approves the revision of the 2023–2027 TIP to incorporate the changes shown in the table below which is part of this resolution, and

BE IT FURTHER RESOLVED, that these TIP revisions be forwarded to the WJCTC Staff for addition to the 2023–2027 TIP.

PIN	TIP #	Proposed Description	Cost (Fed) M	Comments
782099	782099	CITIBUS FACILITIES ENHANCEMENTS AND MAINTENANCE	\$0.038	FTA 5339
782018	782108	PURCHASE OF HYBRID FIXED ROUTE BUS	\$0.662	FTA 5339
782109	782109	REMOTE STREAMING SECURITY & SAFETY EQUIPMENT	\$0.052	FTA 5339

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 8-2024, adopted by consensus this 25th day of July 2024.


Chair

7/25/2024
Date

Policy Committee Meeting Summary

Thursday July 25th, 2024, 1:30 PM

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Appendix B – Resolution #09-2024



Kristopher H. Reff
Director, Regional Planning &
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Mayor Sarah V.C. Pierce
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Resolution 9-2023

Policy Committee Resolution approving an administrative modification and amendment to the FFY 2023 - 2027 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 2023-2027 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 2023-2027 TIP;

NOW BE IT THEREFORE RESOLVED, that the Watertown Jefferson County Area Transportation Council Policy Committee hereby approves the revision of the 2023–2027 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 2023–2027 TIP.

PIN	TIP #	Project Description	Cost (Fed) M	Comments	Target	Non-Target
780825	780825	US Route 11 Signal Optimization	\$0.560	CMAQ Funds were awarded for this 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 9-2024, adopted by consensus this 25th day of July 2024.


Chair

7/25/2024
Date