



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

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

Kenneth Mix
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

Tuesday August 22, 2023, 1:30 PM

9th Floor Conference Room, Dulles State Office Building

Members Present: Kenneth Bibbins, Robert Hagemann, Kenneth Mix, Kristopher Reff, Barbara Cadwell (representing Jarrod Radley)

Technical Committee & MPO Central Staff Present: Patrick Keenan

Other Attendees: Geoff Urda (City of Watertown), Logan Eddy (City of Watertown), Meredith Griffin (City of Watertown), Michael Bourcy (Jefferson County), Keith Ewald (B&L), Jennifer Docteur (NYSDOT)

I. Call to Order: Meeting was called to order by Kenneth Bibbins at 1:31PM.

II. Prior Meeting Minutes: The draft minutes from the last PC meeting were circulated. A comment was made on the second bullet of Section X - New Business. It was noted that the Village of West Carthage should be included along with the Village of Carthage, in the last sentence. A motion was made by Robert Hageman to accept, the prior (02/23/23) meeting minutes as amended. The motion was seconded by Ken Mix and passed unanimously.

III. Resolution #5-2023 TIP Amendment: A motion was made by Kristopher Reff to approve Resolution #5-2023, to make the following changes to the current TIP:

- o Add PIN 775418 to rehabilitate the bridge carrying Mill Street over the Black River Overflow in the City of Watertown. This project is being funded by BridgeNY.
- o Add PIN 7V2666 to resurface I81 from NY 342 to Perch River.
- o Increase funding for PIN 7V2462 to resurface NY 126 from NY 3 to the Jefferson/Lewis County Line.

The motion was seconded by Robert Hageman and passed unanimously. The full text of Resolution #5-2023 may be found attached in Appendix A.

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IV. Resolution #6-2023 TIP Modification: A motion was made by Kristopher Reff to approve Resolution #6-2023, which would make the following changes to the current TIP:

- Add PIN 782099 for Citibus Facilities Enhancements and Maintenance.
- Add PIN 782100 for Citibus Bus Service Operations and Fleet Enhancement Upgrades.

The motion was seconded by Ken Mix and passed unanimously. The full text of Resolution #6-2023 may be found attached in Appendix A.

V. Local Stakeholder Group: It was reported that the last meeting was attended sparsely. Alternate meeting arrangements will be looked at to improve attendance.

VI. Miscellaneous Items:

- Administrative TIP Modification: In May the City of Watertown needed to obligate approximately \$0.250 M in 5307 funds for use on two low emission vehicles for paratransit to avoid lapsing of funds. An administrative modification was made to the TIP to bring the funds into FFY 23 from a future year to allow the obligation.
- Study Updates:
 - 1) Public Safety Building (PSB) Access Study: B&L was asked to investigate additional access points for the Study, which in turn resulted in additional costs. B&L has submitted a Supplemental Task Assignment to cover these costs which the Highway Technical Committee (HTC) has concurred with.
 - 2) Keith Ewald gave a brief discussion/update on the four upcoming Task Assignments: Long Range Transportation Plan 2050 update, Safe Routes to School Study, Resiliency Study, Electric Vehicle Study.

VII. Old Business:

- An update was given on the potential impacts that 2020 census urban boundaries will have on the WJCTC boundary. It appears that the changes will be minimal. It is anticipated that there will be an online viewing application available that can be used by interested parties to review the proposed boundaries more closely.
- Keith Ewald gave an update on his conversations with NYS Office of Parks, Recreation and Historic Preservation regarding the ownership/maintenance issue that came up during the preparation of the TAP Application for the Black River Trail Eastward Expansion.

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- 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 are currently pursuing an Agreement with the Town of Watertown to operate within their jurisdiction.

VIII. Reminder: The next Policy Committee Meeting will be in early October.

IX. Adjournment: A motion to adjourn was made by Kenneth Bibbins. It was seconded by Robert Hageman and passed unanimously at 2:27 PM.