



**Scott A. Docteur**  
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**  
Acting 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 July 15, 2021, 1:30 PM

11<sup>th</sup> Floor Conference Room, Dulles State Office Building

**Members Present:** Scott Docteur, Kenneth Bibbins, Robert Hagemann, John Peck, Kenneth Mix, Kristopher Reff, Jarod Radley, Jeff Smith

**Technical Committee & MPO Central Staff Present:** Alan Ricalton, Geoffrey Urda, Barb Cadwell

**Other Attendees:** Michael Bourcy (Jefferson County Planning), Keith Ewald (B&L by phone), Christopher Dunne (Highland Planning by phone)

**I. Call to Order:** Meeting was called to order by J. Peck.

**II. Public Comments:** None

**III. Prior Meeting Minutes:** The draft minutes from the last PC meeting were circulated and no comments were received. A motion was made by R. Hagemann to accept the prior (5/27/21) meeting minutes. The motion was seconded by K. Reff and passed unanimously.

**IV. Resolution #7 – Safety Performance Measures:** A motion was made by R. Hagemann to approve Resolution #7-2021, by which the MPO Policy Committee has agreed to support and adopt the NYSDOT's targets for the five Safety performance targets and plan and program projects that contribute to the accomplishment of said targets. The motion was seconded by S. Docteur and passed unanimously. Appendix A - Resolution 7-2021 is attached.

**V. Proposed Census Urban Area Definition Change:** Member Agencies reported that they had received word that the proposal to change the Urban Area definition was not moving forward.

**VI. Consultant-Planning Services Agreement (PSA):** Keith Ewald of B&L gave an update on the three planning studies being conducted under the Planning Services Agreement:

1. Public Safety Building - Industrial Park Alternative Access Point Study
2. Bicycle/Pedestrian Connectivity Study
3. City of Watertown Truck Route Study

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**VII. Consultant-Planning Services Agreement (PSA) New Task Assignments:** NYSDOT is currently accepting applications for the 2021 Round of Transportation Alternatives Program (TAP). Pre-Application submittals are due in August and the Final Applications are due at the end of September. The concept of having B&L prepare TAP applications for two separate extensions of the Black River Trail using the PSA was discussed.

1. A motion was made by R. Hageman and seconded by J. Smith to create a task assignment for B&L to prepare a TAP application for a segment of the Black River Trail east of its current terminus in Black River heading toward Fort Drum. The motion passed unanimously. The Highway Technical Committee will work with B&L in selecting an appropriate segment. Anticipated cost to prepare the application is expected to be in the \$7,500 range. A key issue will be to find a primary sponsor for the application.
2. A motion was made by K. Mix and seconded by J. Smith to create a task assignment for B&L to prepare a TAP application for a westward extension of the Black River Trail toward Sewall's Island. The motion was passed unanimously. The City has the ROW needed to progress this segment.

**VIII. Personnel/Staffing Changes:** NYSDOT has experienced some personnel changes that will result to changes in the MPO staff.

1. Scott A. Docteur - Director, Regional Planning & Program Management, NYSDOT Region 7 & MPO Director has retired and K. Reff will be handling both roles on an interim basis.
2. NYSDOT has recommended that J. Radley replace K. Reff as Local Stakeholders Group Representative. J. Radley is the CHIPS Coordinator for the Region and interacts with the Local Municipalities on a regular basis. A motion was made by K. Mix to approve J. Radley as the Local Stakeholder Group Representative. It was seconded by R. Hagemann and passed unanimously.
3. Alan T. Ricalton – NYSDOT Region 7, MPO Central Staff & Highway Technical Committee has retired. B. Cadwell will be taking over his assignment on the MPO Central Staff & Highway Technical Committee along with her position on the Transit Technical Committee.

**IX. Adjournment:** A motion to adjourn was made by R. Hageman, it was seconded by K. Mix and passed unanimously.

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## Appendix A – Resolution #07-2021 – Page 1 of 2



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### Watertown Jefferson County Area Transportation Council

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

#### Resolution 7-2021

#### Policy Committee Resolution adopting NYSDOT Safety Performance Targets

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**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 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, 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

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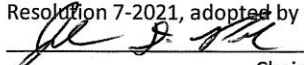
**Resolution 7-2021**

**BE IT FURTHER RESOLVED**, that the MPO Policy Committee will plan and program projects that contribute to the accomplishment of said targets.

| 2022  | Statewide Safety Performance Measures for All Roads<br>(Regardless of Ownership or Functional Class) |                                      |   |  |                                |                        |
|---|--|--------------------------------------|---|--|--------------------------------|------------------------|
|   | Baseline   |                                      | Step #1   |  | Step #2                        |                        |
|   | 2019 Annual  | 2019 Baseline<br>(2015-2019<br>Avg.) | Forecast Using 5-Yr<br>Moving Average Trendline |  | Round and Apply 1% Cap         |                        |
|   |  |                                      | 2022<br>Forecast                                | % Change<br>2018-2022<br>vs. 2015-<br>2019 | Rounded /<br>Capped<br>Percent | NYS DOT<br>Target 2022 |
| <b>Number of Fatalities</b>   | 931  | 1,015.6                              | 909.3   | -10.5%                                     | -1.0 %                         | <b>1,005.4</b>         |
| <b>Fatality Rate</b><br>(per 100 million<br>Vehicle Miles<br>Travelled - VMT) | 0.751  | 0.826                                | 0.740   | -10.8%                                     | -1.0 %                         | <b>0.818</b>           |
| <b>Number of Serious<br/>Injuries</b>   | 11,712.0   | 11,286.8                             | 10,904.9  | -3.4%                                      | -1.0 %                         | <b>11,173.9</b>        |
| <b>Serious Injury Rate</b><br>(per 100 million VMT)                           | 9.446  | 9.176                                | 8.870   | -3.4%                                      | -1.0 %                         | <b>9.084</b>           |
| <b>Number of Non-<br/>Motorized Fatalities<br/>and Serious Injuries</b>       | 2,854.0  | 2,670.8                              | 2,448.9   | -8.3%                                      | -1.0 %                         | <b>2,644.1</b>         |

**CERTIFICATION OF RESOLUTION**

I, the undersigned, duly elected chair of the Watertown Jefferson County Area Transportation Council (WJTC), do hereby certify that the foregoing is a true and correct copy of WJTC Policy Committee Resolution 7-2021, adopted by consensus this 15<sup>th</sup> day of July, 2021.

  
Chair

  
Date