

**Dutchess County Transportation Council Meeting**  
**February 26, 2019**

**Meeting Summary**

1. **Roll Call**: Mr. Eoin Wrafter, Commissioner of Planning and Development, welcomed everyone and opened the meeting, noting that he was sitting in for County Executive Mr. Marcus Molinaro. Attendees introduced themselves (see attached list).
2. **Public Participation**: Mr. Wrafter opened the meeting for public comments; none were received.
3. **Adoption of Minutes**: Mr. Wrafter presented the minutes from the August 23, 2018 meeting for approval and asked for any discussion or corrections. There were none.

MOTION: To approve minutes was moved by Mr. Bob LaColla (T. Fishkill) and seconded by Mr. Ray Oberly (T. Clinton). All others were in favor.

4. **New Business**: Three (3) resolutions were on the agenda for Council approval. Mr. Mark Debal, Transportation Program Administrator, explained each resolution as follows:

**a. Resolution 19-01 (SFY 2019-2020 Unified Planning Work Program-UPWP)**

The Unified Planning Work Program or UPWP serves as the Transportation Council's annual statement of work. It provides a description and budget for the planning activities that we intend to carry out during the State Fiscal Year, which starts on April 1st and ends the following year on March 31st. The UPWP or annual 'Planning Program' is one of the core products of our metropolitan transportation planning process, the others being the long-range Metropolitan Transportation Plan, which is updated every five years, and the five-year Transportation Improvement Program or TIP, which is updated every three years.

**Format**

Our Planning Program for the 2019-2020 SFY follows the format of previous UPWPs, though Mark noted two meaningful changes: 1) a new table – on p.17, Fig. 5 – that shows how our individual planning tasks relate to the ten planning factors in the current transportation law (the FAST Act), and 2) a new Appendix A that includes our most recent year-end UPWP expenditure report. The Appendix will be updated after the end of the state fiscal year, when we reconcile the current program. Both of these additions were added in response to federal guidance concerning the content of MPO Planning Programs. Mark added that the new UPWP includes a more robust use of hyperlinks to help readers learn more about the agencies, programs, and practices relevant to our work. In recent years we have also placed greater emphasis on the use of plain language in our documents, instead of acronyms and industry jargon, and that is reflected in this Planning Program.

## Overview

The proposed Planning Program identifies 37 individual tasks that fall under 8 major project categories. These tasks and categories remain mostly unchanged from the current UPWP, albeit for some minor nomenclature changes for a few discrete planning activities. Mr. Debold reviewed the Planning Program, noting that the 'MP' prefixes refer to the time codes we use to track hours and expenses:

1. *MP10 series: Program Support and Administration*: This category covers activities necessary to carry out the day-to-day activities of the Council and support the metropolitan transportation planning process. These include typical administrative tasks related to preparing for meetings, developing future planning programs, engaging the public, and participating in professional development courses. Mr. Debold noted that the New York State Association of Metropolitan Planning Organizations (NYSAMPO) will be holding its statewide conference in July in Syracuse and encouraged board members to attend if possible; more details will be provided as available.
2. *MP20 series: Data Development and Analysis*: This category supports the gathering and analysis of relevant demographic and transportation data to identify issues for further study and help identify priorities. It includes analyzing population, employment, and housing data from agencies such as the Census Bureau and Bureau of Labor Statistics, while also covering tasks on gathering and analyzing transportation data - most notably on the use and condition of the local transportation system through our annual vehicle, bicycle, and pedestrian count program, our annual local pavement condition monitoring work, and our annual high-end speeding analysis. For 2019-2020, we will continue these and other tasks, including work on two possible digital applications: a map of vehicle, bicycle and pedestrian traffic counts; and a mobile app for conducting bicycle and pedestrian counts. Mr. Oluseye Folarin (MTA) asked whether household and housing data was considered within this category. Mr. Debold confirmed that it was.
3. *MP30 series: Long-Range Transportation Planning (System Level)*: The System Level project category covers tasks that have a more strategic focus on the transportation system, which in turn help inform our community planning activities. It mostly includes planning work related to analyzing the system at the state and regional level, including regional air quality and travel demand modelling. For 2019-2020, we will continue to refine our Congestion Management Process and begin work on a new long-range transportation plan; Mr. Debold noted that this will be a major focus for us in the 2020-2021 UPWP.
4. *MP40 series: Long-Range Transportation Planning (Project Level)*: The Project Level category addresses tasks pertaining to specific communities, sub-areas, or corridors, or specific transportation modes. Mr. Debold noted that these tasks were the most rewarding for staff, since they allowed us to work more directly with local communities to address their priorities. These tasks are typically identified as recommendations in

our long-range plan or are initiated at the request of member agencies. Highlights for this year include two consultant projects: 1) an analysis of the Route 9/44/55 interchange and arterials to improve their safety, operations, and design, and 2) an Arlington Main Street Redesign Initiative to develop a detailed design concept for this short county-owned road. We will also use in-house resources to begin a Hamlet Walkability Study for Pleasant Valley. Mr. LaColla (Town of Fishkill) requested confirmation that this was a voting meeting; Mr. Wrafter confirmed that it was.

- *MP50 series: Short-Range Transportation Planning:* These tasks focus on staff activities related to assessing land use projects, focusing on how they might be modified to support recommendations in previous transportation plans and studies. Much of this work falls on our host agency's review of site plans and zoning referrals, and assessing their potential impacts on the transportation network and livability.
- *MP61: Transportation Improvement Program (TIP):* This single task code focuses on maintaining and updating the TIP through amendments and administrative modifications. A major undertaking for this year will be developing the new 2020-2024 TIP.
- *MP70 series: Planning Emphasis Areas:* This category includes five specific tasks that address planning priorities identified by USDOT for all MPOs. Four of these relate to specific aspects of transit planning. We work closely with our public transit operators to improve local and regional transit operations. This includes local bus operations provided by Dutchess County Public Transit and regional commuter rail services provided by MTA/Metro-North Railroad. A major task will be finalizing the Regional Transit Plan that Dutchess, Orange, and Ulster began in 2018. Although transit oriented, this category also includes our work on improving transportation safety through our Safety Assessments. For 2019-2020, we will work with the Dutchess County Department of Public Works to assess conditions on sections of two county highways in the Town of Clinton.
- *MP81: Other Activities:* This category covers our work with NYSAMPO, which is a forum for the 14 MPOs in the state, where we collaborate on planning activities. This includes attending regular director meetings/conference calls and participating in several working groups to promote information sharing among staff. These working groups cover specific focus areas, including traffic safety, bicycle and pedestrian planning, traffic management and operations, climate change, transit planning, travel demand modeling, and GIS.

Mark noted that 50% of our program budget is dedicated to the data gathering and local planning tasks (the MP 20 and MP 40 series).

### Planning Budgets

Every year, typically in the fall, we receive our federal planning estimates for the UPWP. For 2019-2020, our annual estimate totaled almost \$671,000. This represents an increase of about \$5,000 from 2018-2019 – basically flat funding. Our 2019-2020 estimate includes over \$543,000 from the FHWA PL program and almost \$128,000 from the FTA 5303 program. We also have approximately \$382,000 in backlog funds that are available for programming; this may change after we reconcile the current program in May-June. As with most federal programs, there is a 20% local match requirement. In our case, this requirement is fulfilled by a 15% state match and 5% county match.

In addition to our annual allocation, we are proposing to use \$225,000 from our PL backlog to support the 2019-2020 UPWP, primarily to assist with consultant studies. We did spend down over \$134,000 of our backlog funds during the 2017-2018 program year, so we are making progress on the backlog issue. Table 1 on p.13 shows the overall UPWP budget, while Tables 2-7 show the allocations for the task and object budgets and individual task budgets.

#### Public Comment Period & Agency Review

As per our Bylaws, we held a 30-day public comment period for the Draft UPWP, which started on January 24th and ended on February 22nd. This comment period coincided with the 30-day review period for our federal and state partners. We did not receive any public comments on the Draft UPWP. However, FHWA did provide the following comment (abbreviated):

*“...FHWA strongly encourages DCTC staff to program and fully obligate its carryover balance of PL funds as soon as possible. We note that DCTC has programmed a significant portion of its carryover balance in the 2019-2020 UPWP and applaud this effort...”*

In response, we indicated to FHWA that we are poised to spend down a considerable portion of our backlog with the two consultant projects previously mentioned: the Route 9/44/55 interchange/arterial analysis, and the Main Street redesign initiative in Arlington. In order to jump-start these projects, we have already issued the RFP for the Arlington study, and are close to issuing the Route 9/44/55 RFP.

#### Approval

NYS DOT has requested that MPOs approve their UPWPs by March 1, 2019, hence the slightly accelerated schedule for holding this meeting. Upon approval, we will transmit the final document to our federal and state partners and post it to our new website, which went live this week. Members are encouraged to familiarize themselves with the new site.

A small Amendment to the Planning Program was given to members before the meeting. This Amendment removes one local project in the Town of Clinton—a feasibility study for a path along CR 17 (Salt Point Turnpike)—and replaces it with another—a safety assessment along a segment of CR 19 (Slate Quarry Road).

The Council was asked to adopt the 2019-2020 Unified Planning Work Program via Resolution 19-01. Mr. Wrafter asked for any questions or discussion. There was none.

MOTION: To approve Resolution 19-01 (the 2019-2020 UPWP as amended) was moved by Mr. Randy Casale (C. Beacon) and seconded by Mr. Richard Thurston (T. Wappinger). All others were in favor.

**b. Resolution 19-02 (Amendment #17-07 to the 2017-2021 TIP).**

Amendment #17-07 to the 2017-2021 TIP removes a long-programmed High Priority Project (earmark) in the Town of Pawling and replaces it with a new project also located in the Town. The original project (PIN 876031) was to resurface Old Route 55; the new project (PIN 876236) is to repave and improve drainage on Hurds Corners Road.

The Council was asked to adopt the TIP amendment via Resolution 19-02. Mr. Wrafter asked for any questions or discussion. There was none.

MOTION: To approve Resolution 19-02 (TIP Amendment #17-07) was moved by Mr. Oberly and seconded by Mr. Thurston. All others were in favor.

**c. Resolution 19-03 (Adoption of the Mid-Hudson Valley TMA Congestion Management Process)**

The Congestion Management Process (CMP) is a requirement for MPOs located in a Transportation Management Area (TMA). DCTC became part of a TMA after the 2000 Census. Our first CMP document was issued in 2005, with a follow-up analysis—using volume/capacity ratios—released the following year. In 2011 we conducted a Travel Time Survey, in which consultants drove selected corridors with a GPS unit. Technology has changed significantly in the eight years since that effort, particularly with the use of wireless probe data. The need for an update to the CMP was cited by FHWA in our 2017 Certification Review. In early 2018 the three MPOs of the Mid-Hudson TMA (DCTC, the Orange County Transportation Council, and the Ulster County Transportation Council) formed a subcommittee to lead this update. Emily Dozier and Dylan Tuttle have served on the subcommittee for DCTC.

- Emily Dozier (DCTC staff) reviewed the CMP update, highlighting the types of congestion we seek to analyze and the work that went into selecting the measures used in the CMP. She noted that what is before the Council is the process document, and that the analysis described in the document will be carried out in a series of technical memoranda. The subcommittee has begun work on the first of those memoranda.

The Council was asked to adopt the CMP via Resolution 19-03. Mr. Wrafter asked for any questions or discussion. There was none.

MOTION: To approve Resolution 19-03 was moved by Mr. Nicholas D’Alessandro (T. East Fishkill) and seconded by Mr. Casale. All others were in favor.

5. **Communications and Reports:** Members were given a handout before the meeting describing current DCTC projects. Mr. Debald reviewed these projects, a list of which is attached to this summary.

6. **Call for Announcements:** Mr. Wrafter asked for any announcements from members. There were none.

7. **Adjourn:**

MOTION: To adjourn was moved by Mr. D’Alessandro and seconded by Mr. Thurston. All others were in favor.

**Attendees:**

Name	Organization	Address or Email	Phone
Mark Debald	DCTC	<a href="mailto:mdebald@dutchessny.gov">mdebald@dutchessny.gov</a>	845-486-3600
Emily Dozier	DCTC	<a href="mailto:edozier@dutchessny.gov">edozier@dutchessny.gov</a>	845-486-3600
Dylan Tuttle	DCTC	<a href="mailto:dtuttle@dutchessny.gov">dtuttle@dutchessny.gov</a>	845-486-3600
Bill Gallagher	Town of Milan	<a href="mailto:supervisor@milan-ny.gov">supervisor@milan-ny.gov</a>	845-758-5133
Lance MacMillan	NYS DOT	<a href="mailto:lance.macmillan@dot.ny.gov">lance.macmillan@dot.ny.gov</a>	845-431-5739
Sandra Jobson	NYS DOT	<a href="mailto:sandra.jobson@dot.ny.gov">sandra.jobson@dot.ny.gov</a>	845-431-7930
Ray Oberly	Town of Clinton	<a href="mailto:townsupervisor@townofclinton.com">townsupervisor@townofclinton.com</a>	845-266-5721
Mark Figliozzi	Town of Pleasant Valley	<a href="mailto:pvs@pleasantvalley-ny.gov">pvs@pleasantvalley-ny.gov</a>	845-635-3598
Don Beer	Town of Poughkeepsie	<a href="mailto:dbeer@townofpoughkeepsie-ny.gov">dbeer@townofpoughkeepsie-ny.gov</a>	845-485-3638

David Whalen	DC DPW	<a href="mailto:dwhalen@dutchessny.gov">dwhalen@dutchessny.gov</a>	845-473-8521
Bob LaColla	Town of Fishkill	<a href="mailto:supervisor@fishkill-ny.gov">supervisor@fishkill-ny.gov</a>	845-831-7800 x3309
David Ray	Town of Hyde Park	<a href="mailto:dray@hydeparkny.us">dray@hydeparkny.us</a>	845-518-4299
Eoin Wrafter	Dutchess County Planning Department	<a href="mailto:ewrafter@dutchessny.gov">ewrafter@dutchessny.gov</a>	845-486-3600
Richard Thurston	Town of Wappinger	<a href="mailto:rthurston@townofwappinger.us">rthurston@townofwappinger.us</a>	845-392-0881
Robert Mortell	NYMTC	<a href="mailto:robert.mortell@dot.ny.gov">robert.mortell@dot.ny.gov</a>	845-431-5710
Oluseye Folarin	MTA	<a href="mailto:ofolarin@mtahq.org">ofolarin@mtahq.org</a>	212-878-7080
Lydia Biskup	Senator Sue Serino	<a href="mailto:biskup@nysenate.gov">biskup@nysenate.gov</a>	
Nicholas D'Alessandro	Town of East Fishkill	<a href="mailto:dalessandron@eastfishkillny.org">dalessandron@eastfishkillny.org</a>	845-221-4303
Randy Casale	City of Beacon	<a href="mailto:mayor@cityofbeacon.org">mayor@cityofbeacon.org</a>	845-838-5010
Alan Bell	Town of LaGrange	<a href="mailto:abell@lagrangeny.gov">abell@lagrangeny.gov</a>	845-471-6859

The following is a summary of recently completed or ongoing DCTC work activities:

## **Local Planning**

### ▪ **Safety Assessment (SA) of CR 9 (Beekman Rd), Town of East Fishkill**

The DCTC recently completed a Safety Assessment (SA) of CR 9 (Beekman Rd) from CR 29 (Carpenter/Clove Branch Rd) to the Taconic State Parkway in the Town of East Fishkill. The SA report provides the facility owner, Dutchess County DPW, with a set of mostly low-cost, short-range improvements to improve safety on Beekman Rd. The suggestions address key issues related to wet-road crashes, vehicle speeds, road alignments, and sight distances, with a particular focus on the section of road near the two Augusta Dr intersections. The report is under review by Dutchess DPW.

### ▪ **Village of Pawling Pedestrian Plan**

The DCTC has completed a substantial part of the Village of Pawling Pedestrian Plan, which seeks to identify ways to improve pedestrian access and safety in the Village and nearby destinations in the Town. Staff completed a GPS inventory of the sidewalks last July, which included a set of geo-coded photos to show identified issues. Staff also held public outreach efforts in September and November to gather feedback on walking issues and opportunities in the village. A preliminary set of prioritized recommendations has been developed by the project team and presented to the local Task Force: a volunteer group made up of local officials and residents to help steer and vet the project. We expect the final plan to be completed in mid-2019.

### ▪ **CR 71 (West Road) Sidewalk Feasibility Study, Town of Pleasant Valley**

In late 2018, the DCTC completed an update of the 2010 CR 71 (West Rd) Sidewalk Feasibility Study for the Town of Pleasant Valley. This update included a reassessment of existing conditions along CR 71 (West Rd) and incorporates more recent traffic and safety data. The updated study refines the original report's conclusions, recommending a variety of new sidewalk and crosswalk connections along the corridor.

## **Countywide Planning**

### ▪ **Annual Traffic Count Program**

The DCTC successfully completed the 2018 traffic count program, collecting volume, vehicle classification, and speed data at 254 locations across the county. The 2018 count program also deployed tube and video counters to count walkers and bikers at 22 locations throughout the county, including the William R. Steinhaus Dutchess Rail Trail, the Harlem Valley Rail Trail, and various sidewalks and crosswalks. We will continue this program in 2019.

### ▪ **High-End Speeding Analysis of County and Local Roads**

The DCTC recently completed its third annual analysis of speeding patterns on county and local roads, using data collected from our annual traffic count program. The analysis identifies road segments with

high percentages of ‘high-end’ speeders, defined as those traveling more than 10 mph over the posted speed limit. The analysis will assist local agencies with their efforts to target speed enforcement and improve traffic safety in the county. As with last year’s report, the tables and maps also incorporate speed-related crash data. The 2018 update uses data from counts conducted from 2014-2018.

- **Pavement Condition Monitoring Program**

In coordination with Dutchess County DPW and the Cornell Local Roads Program, the DCTC completed the third year of a pavement scoring program for local roads (county, city, town, and village owned roads) in the county. This initiative, which relies on summer interns, provides municipalities with an objective and uniform Pavement Condition Index (PCI) rating for all paved roads. The PCI rating enables local officials to track road conditions over time, prioritize limited maintenance funds, and develop capital programs to maintain and improve roads. In 2018, we reassessed pavement conditions in the 17 municipalities first evaluated in 2016, the initiative’s first year.

- **Complete Streets Committee**

The DCTC continues to lead the County’s inter-departmental Complete Streets Committee, which is currently focused on expanding the County’s traffic safety education campaign, *Watch Out For Me*, and integrating the County’s Complete Streets checklist during the project review process. The Committee developed the Complete Streets Checklist to assist public agencies and private developers with achieving the County’s vision for Complete Streets. Staff has also worked with Dutchess County BCH on a GTSC-funded pedestrian safety education program in the City and Town of Poughkeepsie.

## **Regional Planning**

- **Mid-Hudson Valley Regional Transit Study**

In 2018 the DCTC, in conjunction with the Orange County and Ulster County Transportation Councils, initiated a regional transit study for the Mid-Hudson Valley. Titled the *Connect Mid-Hudson Regional Transit Study*, this planning effort seeks to identify ways to better coordinate and connect transit systems between the three counties, and also between the Mid-Hudson Valley and New York City and Albany metro areas. To date, we have completed an online survey to gather public comments, held a series of stakeholder meetings and pop-up events in each county, and completed a market analysis of regional ridership. Next steps include work on a capital inventory of key transit centers (e.g. park-and-ride lots, train stations, etc.) and developing a preliminary set of service recommendations.

- **Mid-Hudson Valley TMA Congestion Management Process (CMP)**

In conjunction with Orange and Ulster counties, the DCTC completed an update of the region’s Congestion Management Process (CMP). The CMP, which is required by federal law, outlines a systematic method to address traffic congestion and multi-modal reliability across the region. First developed by the TMA in 2005, and expanded upon in 2006 and 2011, the CMP establishes a four-step process to define, measure, and manage congestion. The new CMP updates the original report, incorporating improvements in traffic data, tools, and best practices, particularly those related to the National Performance Management Research Data Set and use of wireless vehicle probe data.