



## **NEW YORK STATE ASSOCIATION OF MPOs BICYCLE AND PEDESTRIAN WORKING GROUP**

**September 13, 2018**

**In-Person Meeting – Kingston, NY**

**10:00 AM – 3:00 PM**

### **MEETING NOTES**

#### **Participating**

- A/GFTC – Jack Mance
- BMTS – Scott Reigle
- CDTC – Carrie Ward
- DCTC – Emily Dozier
- OCTC – Ashlee Long
- SMTC – Danielle Krol
- SMTC – Mike Alexander
- UCTC – David Staas
- UCTC – Brian Slack
- WJCTC – Geoff Urda
- NYSDOT Main Office – Tom Benware
- NYSDOT Main Office – Meghan Webster
- NYSDOT Main Office – Colleen Smith Lemmon
- NYSDOT Main Office – Jim Ercolano
- NYSDOT Region 1 – Valerie Deane
- NYSDOT Region 2 – Joseph Kaczor
- NYSDOT Region 7 – Lynn Godek
- NYSDOT Region 7 - Alexandra Beck
- NYSDOT Region 9 – Susan Pitely
- NYSDOT Region 10 – Lanny Wexler
- FHWA – Emmett McDevitt
- NYBC – Paul Winkeller
- NYBC – Ken Crandall
- PTNY – James Meerdink
- Planning4Places – James Levy
- TransPro – Dan Suraci

#### **1. Introductions**

Emily Dozier opened the meeting and the participants introduced themselves.

#### **2. Partner Updates**

##### **a. NYBC Update**

P. Winkeller noted that the Bike Summit is being held in two weeks. NYBC has additional educational materials (rack cards, pocket guides, ankle straps, magnets) which were distributed to attendees, as well as videos and quizzes on the website. Contact Paul (paul@nybc.net) if you would like additional materials. NYBC is working on two planning projects – the Adirondack Cycling Strategy and an extension of the Empire State Trail on Long Island.

K. Crandall discussed the Safety Ambassador program. There are safety ambassadors in Buffalo, Syracuse, Rochester, Kingston, Albany and on Long Island. They can provide free programs to community groups. It was noted that New York City is covered by Bike NY. A 3<sup>rd</sup>-5<sup>th</sup> Grade curriculum has been developed, which includes bike-less classes that vary in length. At least a few weeks are needed to get the logistics arranged to hold these classes. They typically occur after school. NYBC has also developed educational posters (these were shown to attendees). K. Crandall will provide a copy to J. Levy for distribution. P. Winkeller noted that Working Group members can use the posters as long as they provide credit to NYBC. NYBC plans to purchase a banner that includes all three. They get cheaper the more that are purchased so if anyone else would like to purchase one, contact Paul to discuss purchasing options.

K. Crandall noted that there was significant interest and activity at the NYBC State Fair booth. NYBC has also launched a new website (same URL: nybc.net). The CICU (Commission on Independent Colleges) asked NYBC to share materials they have produced with their members. The League of American Bicyclists has asked NYBC to help certify three colleges as bike-friendly. NYBC can help colleges with the [League's Bicycle Friendly University](#) application.

E. McDevitt stated that NYBC should be directly engaged at the County-level Traffic Safety Boards meetings. P. Winkeller stated that past attempts to talk with TSB's has not worked all that well. E. Dozier noted that some Counties are more active than others so it may be best to focus efforts on those who are more active in the near-term.

The 3-foot passing legislation is reportedly not coming out of Committee. Clinton and Albany Counties have both voiced interest in pursuing legislation at the County level. NYBC has some draft language available. New Paltz is the only Village in the country that has passed a 3-foot ordinance. K. Crandall and other instructors are teaching the 3-foot rule as the default in classes. The Albany Police Department now has e-bikes and the Ithaca Police Department may be getting them as well.

## **b. PTNY Update**

J. Meerdink and Dylan Carey provided updates on PTNY-related projects. First, there is a Bicyclists Bring Business event in Waterford on September 24<sup>th</sup> with a bike tour on September 25<sup>th</sup> at Peebles Island to show how the area can become a more bicycle-friendly destination. Information can be found online.

Second, PTNY's 2019 advocacy agenda is being developed. PTNY is advocating for a statewide prioritized trails plan/list, based on regional plans and priorities. The current Statewide Trails Plan doesn't have a prioritization element. PTNY is working with Rails to Trails and Leg. Fahy on this effort. T. Benware noted that FHWA has a document on establishing non-motorized networks.

The third item is the effort to simplify PTNY's Road-Trail Intersection Safety Checklist. PTNY is working on this and will send the document to J. Levy for distribution to the Working Group. PTNY is also working on a design guide and decision chart for local communities to use to decide the appropriate type of infrastructure to install. This should help communities with demonstration project ideas. J. Meerdink will send this to J. Levy to distribute to the

group for input. E. Dozier noted that others have developed similar decision charts. J. Mance stated that AGFTC created one for the Warren County bicycle plan (see <https://agftc.org/wp-content/uploads/2017/10/bike-plan-final.pdf>, page 16).

Finally, there are a lot of positive activities and actions taking place related to trails in New York State. There are more ambassadors, more recognition of the importance of the trail network, and a lot of work going into the Empire Trail. PTNY recently distributed a newsletter and has more information to share on activities taking place across the state.

### **3. Bike & Transit Integration Presentation**

Dan Suraci, AICP from TransPro attended the meeting in-person to provide a presentation on the recently completed, and soon to be publicly available, APTA Bike & Transit Integration Guide he completed for the organization. Dan provided a PowerPoint presentation which was broadcast online to Working Group members participating remotely. Dan noted that this was the first presentation on the Guide to a group outside APTA.

The focus of the presentation was to engage planners and transit agencies about why they should think about transit integration and how to lay the groundwork for integration. The document includes a toolkit, implementation recommendations, and take-aways for readers. He noted that transit agencies are very interested in this topic because they care about ridership, and it is declining nationally which is a major concern for providers. Transit agencies also care about parking because many riders use parking lots to access transit and some agencies have waiting lists to get a parking space. Bike & transit integration has the potential to change how people access transit and this can improve ridership for the agencies.

Key takeaways from the presentation included the following:

- Build a dataset
- Context is key
- Know what tools you have
- Think like a transit customer
- Work together
- Educate internally & externally
- Be a change agent

### **4. UCAT Bikes on Buses Demonstration**

Meeting attendees took a "field trip" to the UCAT bus garage for a presentation by UCAT staff regarding bikes on buses. Attendees were able to ask questions of UCAT staff and others in attendance and practice putting a bike on the rack on front of a bus.

### **5. MPO Roundtable Updates: Highlights**

S. Reigle provided an update on activities taking place in the BMTS area.

- The 12<sup>th</sup> Annual Binghamton Bridge Pedal was held on Sat., August 25<sup>th</sup>. The ride had approximately 85 riders. Per a session at last year's Bike Summit, planners worked to make the event more inclusive & diverse. They were able to get connected with two organizations:
  - Free admission for the bike ride and free bike helmets for those 18 & under through the Upstate Foundation (Golisano Children's Hospital)/Kohl's Cares

Helmet Safety Program. This made the event more affordable and met the needs of children without helmets.

- Movealong, Inc. ([www.movealonginc.org](http://www.movealonginc.org)) participated with a display of specialized bikes for those with physical limitations and provided a bike for a local 12 year old with Spina Bifida to use on the Bridge Pedal ride.
- The Two Rivers Greenway Signing Project is complete. See related posts on the BMTS Facebook page at <https://www.facebook.com/BMTSBinghamton/>.
- BMTS was approached by the Broome County Office for Aging to partner with them on the County obtaining an Age Friendly Community designation. This will be an opportunity to implement the BMTS Complete Streets policy with education, making infrastructure improvements for walking & biking, and the creation of a Broome County Complete Streets Policy.
- BMTS is creating an RFP to be issued shortly for permanent installations of automated pedestrian & bicycle counters for the Two Rivers Greenway trails.

E. Dozier provided an update on activities taking place in the DCTC area.

- DCTC is working on their 6th Pedestrian Plan, in the Village of Pawling.
  - DCTC is planning to pursue a conceptual roadway redesign study for Main Street in Arlington (Town of Poughkeepsie), based on their 2017 Pedestrian Plan. It would be a basic complete streets transformation- widening sidewalks, adding some transit amenities, maybe sharrows (probably not room for bike lanes). *E. Dozier noted that staff are looking for good sample scopes for an RFP.*
  - The MPO is also partnering with the County Health Dept on a GTSC-funded pedestrian safety education program, focused on the City/Town of Poughkeepsie. They plan to focus on youth, seniors and transit riders, and hope to work with City of Poughkeepsie schools, as well as senior centers and our transit division. *If there are any suggestions re good outreach materials, lessons, activities, etc. please contact E. Dozier.*
  - DCTC is preparing for the 7th year of volunteer ped/bike counts. They are also conducting 16 video and 7 bike tube counts through their consultant traffic count program.
  - Complete Streets – DCTC is working with Dutchess County DPW staff to integrate complete streets principles into County road projects. They are trying to focus attention on maintenance projects in designated 'centers' (villages, etc.). *If there are any suggestions for working with DPW Maintenance staff, please contact E. Dozier.*
- C. Ward noted that CDTC worked on communication policy ideas related to Complete Streets implementation and will share it.

G. Urda provided an update on activities taking place in the WJCTC area.

- The MPO has hired a consultant to undertake a study to develop a Black River Trail connection to Fort Drum. The scope is being worked on but the result will be an evaluation of three alternatives to extend the trail to Fort Drum.

C. Ward provided an update on activities taking place in the CDTC area.

- CDTC has released the Regional Trails Plan.
- The MPO is collecting bike infrastructure data to undertake a suitability plan. *If anyone has ideas/suggestions on doing this please contact C. Ward.*

- The City of Watervliet has a road diet pilot planned. It is expected to last much longer than the typical weekend or several-week demonstration project. The demonstration project is also coordinating with a bus infrastructure effort along the same corridor.

D. Krol provided an update on activities taking place in the SMTC area.

- The City of Syracuse is working with Gotcha Bike to create bikeshare in the City.

J. Meerdink added that PTNY has developed a program to share their Eco-Counter 'pyro-box' infrared counters. They have three to share. They count total users—they can't differentiate between people walking and bicycling, though they could be combined with tubes to separate out bicyclists. The cost per counter is \$300/1 month, \$500/3 months, or \$1,750/6 months. PTNY's goal in sharing these is to advance trail projects. Contact J. Meerdink for more information if interested.

## **6. Empire State Trail Update**

T. Benware and M. Webster provided the Working Group with an overview of the Empire Trail, including a PowerPoint presentation showing locations across the state where improvements are being made. The PowerPoint was broadcast online to Working Group members participating remotely. T. Benware stated that NYSDOT is actively monitoring progress to ensure work is on-target. Attendees discussed specific locations and asked questions regarding some of the locations detailed in the presentation.

## **7. ADA Transition Plans – A/GFTC ADA Inventory Process**

J. Mance provided an overview of work undertaken by A/GFTC and provided a PowerPoint presentation which was broadcast online to Working Group members. He focused on the inventory process—there is a separate discussion of the technological side of developing the app., using GIS, geocoding, etc. There were two main steps undertaken - pre-digitizing the infrastructure using aerial imagery and other online tools and then field-work to rate infrastructure on-site.

All data was synched in the office, no wifi was used in the field. Pictures could be taken of the locations. A 4-point rating system was used, based on NYSDOT's scale. Digitizing the information took one summer. Significant discussion ensued regarding techniques used and how the information was developed and portrayed in the system. J. Mance stated that a template of their work is available online to all MPOs through the shared ArcGIS Online account.

E. Dozier asked if training on this process would be beneficial and Working Members indicated it would be. Such a training should include the GIS and Safety Working Groups as well. E. Dozier will follow up with J. Mance and those working groups to arrange a training.

## **8. Work Plan Items**

- Complete Streets Fact Sheet – J. Levy displayed a copy on the screen and shared a paper copy. This document is still being finalized but is nearly complete. There were some final tweaks requested that need to be completed.
- MPO Safety Education Toolkit – No Update

- Model Complete Streets Ordinance – E. Dozier noted that this effort is underway by GTC (Alex Kone and Darin Ramsay).
- Bicycle Safety PSA Update – M. Alexander noted that the PSAs are now on the NYSMPOS website (under Noteworthy Practices/Safety Education Toolkit/Bicycle Safety - [http://nysmpos.org/wordpress/?page\\_id=2031](http://nysmpos.org/wordpress/?page_id=2031)). All of them are closed-captioned. They are available for online use, but if televised use is desired, please contact M. Alexander to discuss. GTSC has the AAA video and it is being broadcast across the state currently.

## **9. Tour of Kingston Greenline**

Greg Shaheen (Stewardship Coordinator for Kingston Land Trust) and Kristen Wilson (Grants Manager for City of Kingston) lead a tour of bicycle facility development within the City of Kingston. Locations included completed rail trail segments, future sections of the Empire State Trail, and TEP/TAP award locations.

## **Upcoming Events**

- Next Working Group teleconference call is scheduled for December 13<sup>th</sup> @ 10:00AM.

## **Action Items**

The following items are noted for follow-up:

- K. Crandall to provide educational posters to J. Levy for distribution to the Working Group.
- J. Meerdink will provide a copy of the revised Trail-Road Intersection Safety checklist to J. Levy for distribution to the Working Group.
- E. Dozier will follow up with J. Mance and the Safety and GIS working groups to arrange an ADA inventory training.
- All members will send any final comments on the March and June Meeting notes to J. Levy by next Wednesday. They will then be considered final and posted to the website.