



SARATOGA SPRINGS COMPLETE STREETS ADVISORY BOARD

MEETING MINUTES

MARCH 8, 2018

5:00 P.M.

COUNCIL CHAMBERS, CITY HALL

ATTENDEES: STEVE GODLEWSKI, COLIN KLEPETAR, DOUGLAS HALLER, TED OROSZ, AND MARY LYNN BRADLEY.

STAFF: TINA CARTON

ABSENT: KEN GREY AND ROB WRIGHT

PUBLIC: NONE

MEETING MINUTES ARE NOT A WORD-FOR-WORD TRANSCRIPT.

CALL TO ORDER:

In the absence of the Chair, Vice Chair Ted Orosz called the meeting to order at 5:04 p.m.

PUBLIC COMMENT-15 MINUTES

None

APPROVAL OF MINUTES-2/08/2018

No discussion, Ted Orosz moved and Colin Klepetar seconded to approve the minutes.

Ayes - All

UPDATE FROM HENRY JAFFE, SKIDMORE INTERN WITH MARILYN RIVERS ON ADA TRANSITION PLAN

The CSAB welcomed Henry Jaffe to the committee meeting. Henry Jaffe gave an update to the committee on his role as an intern to Marilyn Rivers, the Risk and Safety Director, and his work on the ADA Transition Plan. Henry Jaffe's main task has been to set up a tablet based software solution in order for the City to conduct a preliminary assessment to determine compliance with the requirements for curb ramps, sidewalks, and pedestrian crossings under Title II of the ADA.

The first tier of his work was creating a tool to capture the Preliminary Evaluation of the sidewalks and intersections. During the initial evaluation, the software is able to capture data identifying deficiencies in sidewalks, crossing, and intersections. The purpose of this evaluation is to determine which sidewalks and intersections are obviously non-compliant with the ADA Guidelines through a series of questions. The

preliminary inventory evaluates four (4) criteria for curb ramps and three (3) criteria for sidewalks. The second tier is a Detailed Evaluation of the sidewalks and intersections identified as "potentially compliant" during the Preliminary Evaluation. When the data is gathered, it is recorded in the intersection database as well as GIS location and photos. Site visits to measure specific physical attributes, such as width, running slope, and gaps in the curb ramp or sidewalk, to determine compliance with the identified ADA barriers will be conducted by trained City staff and not interns. The result of this evaluation shall serve as a detailed understanding of the ADA barriers at that intersection.

The CSAB discussed which locations would be reviewed as part of this project. Tina Carton read from the ADA Transition Plan: "As stated in the City of Saratoga Springs NY ADA Transition Plan Phase 1, "According to the proposed ADA design guidelines, " the U.S. Department of Justice (DOJ) regulation imposes a specific construction requirement...specifies a priority for locating (curb ramps) at State and local government offices and facilities; transportation; places of public accommodation; places of employment; and other locations." Following this guidance, the CITY identified its location priority as follows:

- Intersections serving government facilities;
- Intersections serving the Broadway Corridor, healthcare facilities, education sites, and commercial corridors; and
- Intersections serving other areas, including parks and historic sites.

The committee discussed the proposed process to capture these sites through the software tool and next steps.

DISCUSSION ON PRIORITIES FOR 2018

The committee briefly discussed the completed Complete Streets Ranking for 2018. Each member of the CSAB had sent Tina Carton their recommendations and these were ranked in a spreadsheet. While reviewing the final rankings, the committee members concluded that pedestrian and bike improvements should be broken out separately and ranked for each street. The CSAB members were asked to re-rank the streets 1 through 12 and send to Tina Carton in the next two weeks.

UPDATE ON SARATOGA GREENBELT TRAIL

DOWNTOWN CONNECTOR PROJECT

Tina Carton updated the committee on outreach meetings held on March 7th through March 9th with property owners. She then shared the current schedule with the committee. The current schedule is as follows:

- Scoping Completed – March 2018
- Preliminary Design – May 31, 2018
- ROW Incidentals – August 31, 2018
- Draft Design Report – June 25, 2018
- Design Approval – August 31, 2018
- ROW Acquisition – August 31, 2018

- ADP – November 1, 2018
- PSE – January 31, 2019
- Construction Authorized – February 15, 2019
- Letting – March 28, 2019
- Construction Completion – Fall 2019

The surveying has been held up due to snow cover, but GPI has done preliminary measurements along sections of the corridor. From these measurements, they have begun to draft trail sections.

UPDATE ON USE OF MAYOR’S COMPLETE STREETS FUNDING: DOWNTOWN EXTENDER

Tina Carton described that the City was working an engineering firm to gather the necessary subcontractor insurance paperwork. This is delaying the contract award with the firm.

DISCUSSION ON SPONSORING TRAIL CLEAN UP DAY

Tina Carton expressed interested in organizing a trail clean up day possibly in conjunction with Open Space committee. The City would have to make sure to coordinate with Saratoga Plan and the State Park. State Park organizes “I Love My Park Day” on Saturday, May 5. The committee stated interest in the idea but did not set a date at the meeting.

OTHER BUSINESS

Due to time constraints, no other business was discussed.

ADJOURN

The meeting was adjourned at 6:00 p.m.

NEXT MEETING: SCHEDULED FOR APRIL 12TH AT 5 PM IN CITY COUNCIL CHAMBERS.