

**GENESEE TRANSPORTATION COUNCIL
QUARTERLY BOARD MEETING
Penfield Town Hall
3100 Atlantic Avenue
Penfield, NY**

December 10, 2015

GTC BOARD MEMBERS PRESENT

Maggie Brooks, Monroe County
Eric Gott, Livingston County
James Hoffman, Wayne County (Chairperson)
John F. Marren, Ontario County and Genesee/Finger Lakes Regional Planning Council
William Moehle, Monroe County Supervisors' Association
William W. Napier, Monroe County – At-Large

ALTERNATE REPRESENTATIVES PRESENT

Chris Bollin, representing Daniel Hogan, Monroe County – At-Large
Kevin Bush, New York State Department of Transportation (NYSDOT), representing Mathew Driscoll
Bill Carpenter, Rochester Genesee Regional Transportation Authority (RGRTA), representing James Redmond
Maria Chau, Federal Highway Administration (FHWA), representing Peter Osborn
Jerry Davis, Wyoming County, representing A. Douglas Berwanger
Tom Goodwin, Monroe County Planning Board
Donald House, Yates County, representing Dr. Timothy Dennis
Edward G. Muszynski, Empire State Development Corporation, representing Howard Zemsky

GTC BOARD MEMBERS ABSENT AND UNREPRESENTED

Jeffrey Adair, Monroe County (Vice Chairperson)
David B. Callard, Orleans County
Allen G. Casey, City of Rochester – At-Large
Raymond Cianfrini, Genesee County
Donald Earle, Seneca County
Robert L. Megna, NYS Thruway Authority (NYSTA)
Loretta Scott, Rochester City Council
Basil Seggos, New York State Department of Environmental Conservation
Marilyn Shazor, Federal Transit Administration (FTA)
Steven Urlass, Federal Aviation Administration
Lovely Warren, City of Rochester
David L. Watson, Rochester City Planning Commission
Vacant, Monroe County Planning Board

OTHERS IN ATTENDANCE

Angela Ellis, Livingston County
Daniel Hallowell
Joel Kleinberg, NYSDOT-Region 4
Scott Leathersich, Monroe County
James McIntosh, City of Rochester
Ken Miller, Wayne County

Richard Perrin, GTC staff
Christopher Reeve, NYSDOT-Region 4
Terrence J. Rice, Monroe County
James Stack, GTC staff
James Willer, NYSDOT-Region 4
David Zorn, G/FLRPC

1. Call to Order and Roll Call

Chairman Hoffman called the meeting to order at 8:34 a.m.

James Stack, GTC staff, called the roll; a quorum was present.

2. Public Forum

No one from the public spoke during the Public Forum.

3. Approval of Minutes

John Marren moved to approve the minutes from the September 1, 2015 Quarterly Meeting as presented; Bill Carpenter seconded the motion. The motion passed unopposed.

4. Communications and Announcements

Richard Perrin provided the following communications and announcements:

- Rochester Mayor Lovely Warren has designated Zina Lagonegro as the Rochester City Planning Commission's Alternate to the GTC Board.
- New York State Thruway Authority Executive Director Robert Megna has designated Thomas Hurley as his Alternate to the GTC Board.

5. Reports and Action on Old Business

a. Planning Committee Report – Scott Leathersich, Chairman

Scott Leathersich provided the following report:

The Planning Committee met November 12th and recommends that the GTC Board:

- Accept reports as evidence of completion of three Unified Planning Work Program tasks;
- Amend the *2014-2017 Transportation Improvement Program* as requested by Ontario County, Monroe County, and the New York State Department of Transportation; and
- Amend the *2014-2017 Transportation Improvement Program* to include projects that the New York State Department of Transportation has selected to receive Federal Transit Administration funds for improving mobility for seniors and individuals with disabilities, including additional funding for projects in the Rochester Urbanized Area.

Additionally, the Planning Committee took the following action:

- Approved two administrative modifications to the *2014-2017 Transportation Improvement Program* as requested by Ontario County and the New York State Department of Transportation;

- Approved a revised scope of work for the City of Rochester Zoning for Transportation Choice Unified Planning Work Program task; and
- Received a presentation on Electric Vehicle Supply Equipment Implementation Plans for the New York I-90 Corridor from the Genesee Region Clean Communities.

b. GTC Staff Report – Richard Perrin, Executive Director

Richard Perrin provided the following report:

i. *Long Range Transportation Plan for the Genesee-Finger Lakes Region 2040*

Update

GTC staff has restarted the development of the LRTP 2040. Jody Binnix, the staff lead for the LRTP 2040, returned from Maternity Leave in early-September. The draft public review document will be provided to the Planning Committee at the February 11, 2016 meeting with public review to follow. The full plan document will incorporate public comments and be provided for Planning Committee review at the April 14, 2016 meeting. A separate public review document is being developed to ensure that it is digestible for the general public and that we need their emphasis to be on providing input on the recommendations. Action by the GTC Board is expected at the June 9, 2016 meeting.

ii. *FY 2016-2017 Unified Planning Work Program Update*

The *FY 2016-2017 Unified Planning Work Program (UPWP) Call for Projects* was issued on September 18. An applicant workshop was held on September 30 at the Henrietta Town Hall. Sixteen proposals requesting \$1,316,400 in federal transportation planning funds were received by the Friday, October 23 deadline. There is \$994,103 available for programming in the *FY 2016-2017 UPWP*.

The passage of a longer-term surface transportation bill coupled with the foresight to program funds for implementation of federal performance management requirements will allow us to use funds from Task 3106 MAP-21 Implementation Program for one of the GTC staff proposals for professional services. This makes more of the new allocation of federal transportation planning funds available for projects proposed by member agencies and communities throughout the region, lessening the shortfall between the amount requested and funding available.

The 16 proposals were evaluated and ranked by GTC staff. A summary of the proposals and the proposals themselves were made available to the UPWP Development Committee (UDC) on October 30. The UDC met November 19 and December 3 to discuss the proposals.

A draft *FY 2016-2017 UPWP* is being developed for presentation to the Planning Committee at its January 7, 2016 meeting. Based on any changes made at that meeting, an initial draft program will be approved for 30-day public review and a final draft program for Board adoption will be recommended by the Planning

Committee at its February 11, 2016 meeting. The Board will consider the final draft *FY 2016-2017 UPWP* at its March 10, 2016 meeting and the adopted UPWP will take effect April 1, 2016.

iii. *2017-2020 Transportation Improvement Program Update*

The *2017-2020 Transportation Improvement Program (TIP)* Call for Projects was issued on August 20. An applicant workshop was held on September 15 at the Henrietta Town Hall. Nearly 180 proposals requesting approximately \$485 million in federal highway and transit funds over the three years being added to the TIP were received by the Friday, October 23 deadline. There will be approximately \$230 million available, representing a shortfall of approximately 53 percent.

NYS DOT is continuing its approach of splitting the projected apportionments of FHWA funds to the state into allocable and non-allocable components. As with the previous round of TIP/STIP development, NYS DOT is distributing only 70 percent (\$1,044,819,937) of the projected FHWA revenues and retaining \$480 million for centrally-administered project selection.

GTC and NYS DOT-Region 4 staffs conducted interviews with project sponsors to obtain clarification on responses to questions in the application and additional information, as necessary, to fully evaluate the proposals. The staffs are now scoring each of the applications separately and then convening to produce consensus scores. These consensus scores will be used to develop the preliminary ranking of proposals for consideration by the TIP Development Committee in January 2016. The TIP Development Committee will develop a draft for public review for the Planning Committee to consider at its February 11, 2016 meeting.

Public review will be conducted from mid-February through mid-March 2016. There is time built into the process for an additional 10-day public review in April if significant changes are made to the draft program based on comments received during the initial public review period. It is anticipated that the GTC Board will adopt the 2017-2020 TIP at its June 9, 2016 meeting. The GTC-adopted TIP will be rolled into the Statewide TIP for federal agency review and approval in summer 2016 before taking effect on October 1, 2016 (the beginning of Federal Fiscal Year 2017)

c. Old Business

1. Action on updating the Functional Classification of Roadways within the Rochester Metropolitan Planning Area / Proposed Resolution 15-3

William Moehle moved to approve proposed Resolution 15-3; Kevin Bush seconded the motion.

Richard Perrin informed the Board that Proposed Resolution 15-3 was originally considered at the March 12 meeting upon recommendation by the Planning Committee at its February 12 meeting. Action on the resolution was tabled

pending additional outreach to the town supervisors in Monroe County. Richard and Terry Rice attended the Monroe County Supervisors' Association's meeting on October 16 and provided a presentation on functional classification and transportation planning in Monroe County.

The presentation and materials related to the functional classification update of highways in the Rochester area was distributed to the town supervisors on October 19 with comments and suggestions due by November 20th. No changes were proposed. Richard thanked Brighton Supervisor Bill Moehle, the President of the Monroe County Supervisors' Association for the opportunity to provide additional information to the town supervisors on not only functional classification but also the role of GTC in the larger transportation planning and investment decision making process.

Richard provided background on functional classification, noting that functional classification is the process by which roads are grouped into classes based on the role they play in serving the flow of trips throughout a highway network and the type of access they provide to adjacent properties. Functional classification helps establish appropriate highway design standards to meet the needs of the traffic served and is critical in determining Federal Aid eligibility and prioritization of transportation investments.

Per the Federal Highway Administration (FHWA), functional classification updates should be completed within three years following the approval of Adjusted Urbanized Area Boundaries. The Genesee Transportation Council (GTC) passed Resolution 13-150 on September 12, 2013, updating the Rochester Adjusted Urbanized Area Boundary based on the 2010 Census. On March 6, 2014, the FHWA approved the Rochester Adjusted Urbanized Area Boundary as requested by the GTC via Resolution 13-150.

The guidance included in FHWA's Highway Functional Classification Concepts, Criteria and Procedures 2013 Edition was followed to identify potential functional classification changes in the GTC TIP Area (Genesee, Livingston, Monroe, Ontario, Orleans, Wayne, and Wyoming counties).

GTC staff identified proposed changes by identifying roadways whose daily traffic would make them "outliers." This was accomplished by calculating the average of the daily traffic volumes on all roads in each functional class and selecting those roads that were more than two standard deviations from the average (or mean) of their current functional class. This would amount to the "outlying" 4.6 percent roads for each functional class, assuming daily traffic volumes are normally distributed (i.e., follow a Bell Curve).

Concurrently, GTC staff requested proposed changes from member agencies in the TIP Area, and suggested that counties coordinate their response with municipalities in their respective county.

Richard stated that, based on the approval of the Rochester Adjusted Urbanized Area Boundary by FHWA on March 6, 2014, these adjustments are not due until March 6, 2017. GTC is well ahead of most, if not all MPOs, in New York State which should ensure that these changes can be processed in a timely manner by NYSDOT and FHWA.

William Moehle expressed appreciation for Terry Rice and Rich Perrin for discussing transportation planning and functional classification with Town Supervisors.

The motion passed unopposed.

2. Federal Legislative and Funding Update

On December 4, the President signed the Fix America's Surface Transportation (FAST) Act. The FAST Act provides funding for five years, which is the first authorization of highway and transit programs longer than two years in over a decade. It authorizes \$280.9 billion with \$225.2 billion allocated for highways, \$48.7 billion for public transportation, and \$7.0 billion for highway and motor carrier safety. To pay for the bill, \$70 billion is transferred to the Highway Trust Fund from other sources to supplement projected fuel tax receipts and other fees.

This funding level results in a five percent increase in highway funding from the current level and an eight percent increase in transit funding from the current level with approximately two percent annual increases thereafter.

On the highway side, the structure of the programs remains similar with the continued emphasis (and revenues) on major roads and bridges. However, a new provision in the National Highway Performance Program allows funds from this program to be used for work on any bridge carrying a federal-aid road, so long as the state meets the performance targets set forth in MAP-21 for Interstate pavements and National Highway System bridges. If the state does not meet these targets, a specific amount of funds based on the former Interstate Maintenance and Highway Bridge programs' apportionments from FFY 2009 must be used to improve Interstate pavements and National Highway System bridges. The Surface Transportation Program is recast as the Surface Transportation Block grant Program and increases the 50 percent of program funding directly suballocated to large MPOs (like GTC) by one percent per year (i.e., 55 percent in 2020).

On the transit side, the Growing States and High Density States formula program retains the latter component of which New York State and RTS Monroe would have been significantly harmed had it not been included in the enacted bill after being removed in the House version. Overall, formula funding to RGRTA for the Rochester Urbanized Area is expected to increase 5.4 percent or \$3.3 million over the course of the FAST Act.

Other notable provisions include the addition of the National Freight Program for projects located on the National Highway Freight Network and automatic increases in authorized highway and public transportation investment if additional revenues are provided to the HTF.

With respect to appropriations, the current continuing resolution expires tomorrow and the most likely scenario is a short-term extension tomorrow or over the weekend.

Terry Rice asked if new funding eligibility rules will be in effect for the upcoming TIP that is under development. Richard responded, yes. This change was discussed at the New York State Association of MPOs meeting on December 4. NYSDOT has indicated they are comfortable that the required performance targets will allow for NHPP funds to be used on local bridges.

Terry Rice asked about the funding for the FAST Act. Richard responded that the 5-year bill is fully funded and provided an overview of the sources of funding.

Kevin Bush commented on changes coming from NYSDOT policy that will allow for more flexibility for local projects that go beyond preservation. This policy change is in response to commitments made by NYSDOT Commissioner Matthew Driscoll at the December 9 meeting of the Association of General Contractors.

Chairman Hoffman requested that the GTC Board meet in Executive Session to discuss the employment history of a particular person. No Member or Alternate objected.

Chairman Hoffman requested that anyone who was not a Member or Alternate leave the room with the exception of Richard Perrin and James Stack. The Board entered Executive Session at 9:04.

The Board returned from Executive Session at 9:12.

6. Action Items

- a. Accepting reports as evidence of completion of various Unified Planning Work Program Tasks

Chairman Hoffman suggested grouping items 1 through 3 under a single action; no Member or Alternate objected.

Maggie Brooks moved to approve proposed Resolutions 15-83 through 15-85; John Marren seconded the motion.

Richard Perrin stated that proposed Resolutions 15-83 through 15-85 were reviewed and recommended for GTC Board approval by the Planning Committee at its November 12, 2015 meeting.

He discussed each Resolution as follows:

- (1) Accepting the *Genesee Transportation Council Regional Traffic Count Collection Project Summary* as evidence of completion of UPWP Task 4370 / Proposed Resolution 15-83

Richard reported that GTC staff has completed the most recent component of UPWP Task 4370, Regional Traffic Count Collection. In total, traffic counts were collected at 443 locations on locally-owned roads in Genesee, Livingston, Orleans, Seneca, Wayne, Wyoming, and Yates Counties. The vast majority of these were classification counts, which not only tally the number of vehicles but also include the type of vehicles to better understand freight movements based on the number of trucks. Up to date traffic counts are an important component of the GTC performance-based planning and programming process, allowing limited resources to be applied to the facilities that represent the greatest need.

- (2) Accepting the *Rochester Bicycle Boulevard Plan* as evidence of completion of UPWP Task 8761 / Proposed Resolution 15-84

Richard reported that the City of Rochester has completed UPWP Task 8761, Rochester Bicycle Boulevard Plan. The plan identifies ways to increase safety and convenience for bicyclists by identifying alternate routes to streets with large volumes of vehicles moving at high speeds. In addition to identifying alternate routes that form a high priority network of bicycle boulevards, the plan also includes recommendations for addressing intersections, signs, and pavement markings along this 20-mile network as well as a marketing campaign to ensure bicyclists are aware of the presence of the bicycle boulevards.

- (3) Accepting the *Rochester Area Vanpool Feasibility Study* as evidence of completion of UPWP Task 8781 / Proposed Resolution 15-85

Richard reported that RGRTA has completed UPWP Task 8781, Rochester Area Vanpool Feasibility Study. The concept of vanpooling is similar to that of carpooling: multiple occupants in the same vehicle going to the same destination. The primary differences are that vanpooling uses larger vehicles allowing for more occupants per vehicle and the vehicles are not typically privately-owned. In light of the proliferation of technology to personalize mobility in the sharing economy, RGRTA conducted the study to determine the viability of vanpooling in the Rochester area with the emphasis on work-related commuting. The study recommends a demonstration program with four to five traditional origin to destination commute trips – University of Rochester, SUNY Geneseo, Thomson Reuters, Direct2Market, and Zotos, Inc. – and one that would partner with Medical Motor Service to supplement RGRTA's paratransit service, RTS Access.

The motion passed unopposed.

- b. Amending the *2014-2017 Transportation Improvement Program (TIP)*

Chairman Hoffman suggested grouping items 1 through 15 under a single action; no Member or Alternate objected.

John Marren moved to approve proposed Resolutions 15-86 through 15-100; William Moehle seconded the motion.

Richard Perrin discussed each of the Resolutions including the source of funding offsets, if any, as noted below. He stated that proposed Resolutions 15-86 through 15-100 were reviewed and recommended for GTC Board approval by the Planning Committee at its November 12, 2015 meeting.

- (1) Amending the *2014-2017 TIP* by decreasing the cost of the STP-Urban Block Program project / Proposed Resolution 15-86
- (2) Amending the *2014-2017 TIP* by reinstating the Allen Padgham Road over Ganargua Creek project / Proposed Resolution 15-87
- (3) Amending the *2014-2017 TIP* by reinstating the Coldwater Road Bridge over Little Black Creek project / Proposed Resolution 15-88
- (4) Amending the *2014-2017 TIP* by increasing the cost of the Elmwood Ave. @ Lac de Ville Blvd Intersection Improvement project / Proposed Resolution 15-89

Proposed Resolution 15-86, decreasing the cost of the STP-Urban Block Program project, provides offsets for Proposed Resolutions 15-87, 15-88, and 15-89. Proposed Resolutions 15-87 and 15-88 would provide funding for right-of-way acquisition for the Allen Padgham Road and Coldwater Road bridges. Both of these projects were removed from the TIP in December 2011 when funding for bridges was reduced by \$73.4 million in Federal Fiscal Years 2012-2014. Ontario County and Monroe County have both submitted applications for funding for construction in the next TIP that is currently being developed. As a note, the funding for both projects will be programmed in the current Federal Fiscal Year, not Federal Fiscal Year 2015 as presented on the detail sheets as provided in the package. Proposed Resolution 15-89 would provide additional funding for right-of-way phases on the Elmwood Ave. @ Lac de Ville Blvd Intersection Improvement project consistent with current cost estimates.

- (5) Amending the *2014-2017 TIP* by decreasing the cost of the NYSDOT Principal Art. or Higher Prev. Maint. @ 7 Locations (2017) project / Proposed Resolution 15-90
- (6) Amending the *2014-2017 TIP* by adding the Mount Read Blvd (Rt. 33 to Rt. 31) Preventive Maintenance project / Proposed Resolution 15-91
- (7) Amending the *2014-2017 TIP* by adding the Routes 5 & 20 (Rt. 247 to Geneva Town Line) Preventive Maintenance project / Proposed Resolution 15-92
- (8) Amending the *2014-2017 TIP* by adding the Route 370 (Rt. 104 to Wayne Co. Line) Preventive Maintenance project / Proposed Resolution 15-93

Proposed Resolution 15-90, decreasing the cost of the NYSDOT Principal Art. or Higher Prev. Maint. @ 7 Locations (2017) project, provides offsets for Proposed Resolutions 15-91, 15-92, and 15-93. NYSDOT deferred advancing the Mount Read Boulevard (Route 33 to Route 31) project (proposed Resolution 15-91) as part of a similar group of projects in Federal Fiscal Year 2015 since a Unified

Planning Work Program study for the corridor was underway. Now that the study is complete and was adopted by the GTC Board on December 11, 2014 via Resolution 14-106, NYSDOT is incorporating some of the recommendations into the project design. Proposed Resolutions 15-92 and 15-93 are projects currently included in the NYSDOT Principal Art. or Higher Prev. Maint. @ 7 Locations (2017) project and are being separated for contract administration purposes.

- (9) Amending the *2014-2017 TIP* by increasing the cost of the Route 63 (Wyoming Co. Line to Rt. 408) Preventive Maintenance project / Proposed Resolution 15-94

The construction and inspection phases for the Route 63 (Wyoming Co. Line to Rt. 408) Preventive Maintenance project were originally scheduled to be obligated last Federal Fiscal Year. As this did not occur, the phases are being reprogrammed in the current Federal Fiscal Year and additional funding is being provided based on an updated cost estimate that determined heavy vehicles stopping at certain locations is causing pavement rutting and shoving, requiring deeper pavement treatments. The additional funding is being provided by a statewide set aside administered by the NYSDOT-Main Office.

- (10) Amending the *2014-2017 TIP* by deferring select phases of the Erie Canalway Trail West of NYS Route 414 project / Proposed Resolution 15-95

- (11) Amending the *2014-2017 TIP* by deferring select phases of the Highland Crossing Trail project / Proposed Resolution 15-96

Proposed Resolutions 15-95 and 15-96 would defer phases of the Erie Canalway Trail West of NYS Route 414 and Highland Crossing Trail projects as the obligations did not occur last Federal Fiscal Year as scheduled. The source of funds is the Transportation Enhancements Program, which are administered on a statewide basis by NYSDOT-Main Office and do not require an offset as the funds are dedicated to the individual projects and cannot be used for other purposes.

- (12) Amending the *2014-2017 TIP* by deferring a portion of a phase of the Rochester Amtrak Station Improvements project / Proposed Resolution 15-97

Federal Highway Administration Congestion Mitigation and Air Quality Improvement Program funds were added to the TIP via Resolution 15-26 at the March 12 meeting. The transfer of funds from the Federal highway Administration to the Federal Railroad Administration, which has oversight responsibilities on the project, did not occur prior to October 1. Proposed Resolution 15-97 would reprogram the funds in the current Federal Fiscal Year. These funds are administered by NYSDOT-Main Office and do not require an offset.

- (13) Amending the *2014-2017 TIP* by decreasing the cost of the NHPP Block Program project / Proposed Resolution 15-98

- (14) Amending the *2014-2017 TIP* by increasing the cost and the Federal share of the Route 390 @ I-490 Interchange Improvements Stage 1 (Lyell Bridge) project / Proposed Resolution 15-99

Proposed Resolution 15-98, decreasing the cost of the NHPP Block Program project, would provide an offset for Proposed Resolution 15-99, increasing the

cost and the Federal share of the Route 390 @ I-490 Interchange Improvements Stage 1 (Lyell Bridge) project. This would allow NYSDOT to acquire the right-of-way for all stages of the project, not just the Lyell Avenue bridge, which is the first stage. The increase in the Federal share is limited to the right-of-way acquisition phase. Federal funds for the construction and inspection phases is included on the current NYSDOT two-year capital program, whereby Federal funds will be added at a later date.

- (15) Amending the *2014-2017 TIP* by increasing the cost, changing the name, and increasing the scope of the Jones Lane Railroad Crossing project / Proposed Resolution 15-100

Proposed Resolution 15-100, increasing the cost, changing the name, and increasing the scope of the Jones Lane Railroad Crossing project, has been requested by NYSDOT to more efficiently address four crossings that have overlapping circuitry along a one-half mile stretch of the Livonia, Avon, and Lakeville Railroad.

The motion passed unopposed.

- c. Amending the *2014-2017 Transportation Improvement Program (TIP)* by increasing the cost of the FTA Section 5310 Block Program project / Proposed Resolution 15-101

Bill Carpenter moved to approve proposed Resolution 15-101; Kevin Bush seconded the motion.

The FTA Section 5310 Program provides funding for projects that improve mobility for seniors and persons with disabilities. In previous years, NYSDOT conducted the solicitation for the FTA Section 5310 Program for all areas of the State as the funds were directly apportioned from FTA to NYSDOT. On July 6, 2012, legislation entitled Moving Ahead for Progress in the 21st Century (MAP-21) was signed into law. A provision in MAP-21 resulted in the direct apportionment of funds from FTA to large urbanized areas (i.e., areas with an urbanized population of 200,000 or greater). Accordingly, GTC selected projects to receive FTA Section 5310 Program funds in the Rochester, New York Urbanized Area via Resolution 15-49 on June 18.

NYSDOT has completed its evaluation of projects to receive funds that are within the nine-county Genesee-Finger Lakes Region but outside of the Rochester, New York Urbanized Area, as well as provide supplemental funding from the statewide apportionment to projects inside the Urbanized Area. As a result, the region will receive an additional \$1.9 million in FTA Section 5310 Program funds.

Richard Perrin stated that proposed Resolution 15-101 was reviewed and recommended for GTC Board approval by the Planning Committee at its November 12, 2015 meeting.

7. New Business

a. 2016 Meeting Calendar

James Hoffman noted that a calendar of meeting in 2016 was included in the meeting package.

b. Chairperson and Vice Chairperson effective January 1, 2016

James Hoffman discussed the transition to new officers for GTC given his upcoming retirement and Jeffrey Adair's term limit. The Executive Committee has agreed that John Marren would serve as Chairman and Eric Gott will serve as Vice Chairman until the election of officers is held in March. He noted that, per GTC By-laws, GTC Secretary Kevin Bush will serve as Acting Chairman until the Executive Committee can meet after January 1 to formally designate officers.

Richard Perrin presented Certificates of Appreciation to Maggie Brooks and James Hoffman for their service to GTC in their capacities as Chairperson now that their service on the GTC Board has ended.

James Hoffman noted that there is a plan in place to replace Richard Perrin as GTC Executive Director via a search committee. Rich gave an overview of the process.

James Hoffman noted that the Executive Committee agreed to appoint James Stack as Interim Executive Director until someone is named to the permanent position.

Kevin Bush introduced James Willer who was recently appointed as the NYSDOT Regional Planning and Program Manager.

8. Next Meeting

Chairman Hoffman stated that the next GTC Board meeting is scheduled for March 10, 2016 at the Penfield Town Hall, 3100 Atlantic Avenue in Penfield.

9. Adjournment

The meeting adjourned at 9:42 a.m.