

# SUMMARY OF MEETING



ENGINEERS  
PLANNERS  
SURVEYORS

This meeting summary represents the writer's understanding of the major issues discussed. If you wish to suggest edits or additions, please contact the undersigned.

- DATE:** October 3, 2019
- PROJECT:** Hoosick Hillside Study
- PLACE:** Troy City Hall – Department of Planning Conference Room
- TIME:** 10:00 am
- PURPOSE:** **The purpose of this meeting was to review the Public Participation Plan with the SAC, present the draft materials for the upcoming public workshops, and receive feedback/comments on the existing conditions profile.**

## ATTENDEES:

<u>Name</u>	<u>Title/Representing</u>	<u>Telephone Number</u>
See attached attendance sheet		

## SUMMARY:

1. Welcome – Mark Sargent welcomed the group and stated that key objectives for this meeting included reviewing the public participation plan, approach to the upcoming public workshops, and comments on existing conditions profile.
2. Public Participation Plan – Margaret Irwin provided an overview of the public participation plan, including description of the project website, outreach materials for the public workshops, and draft intercept survey. Jesse Vogl then presented that approach to the public workshops, including draft presentation. The following action items were discussed: Abbreviations are listed at the end of this document.
  - a. **CM/RSPD to update draft flyer for TAC review/sign-off (meetings open to general public but focused on neighborhood/business issues)**
  - b. **Flyer to be distributed at Troy 100 meeting on Monday (emailed to City for distribution by City)**
  - c. **RSPD to send list of business owners / agencies to TAC, then finalize list for direct mailing.**
  - d. **RSPD/TRIP to canvas neighborhoods with flyer and residential save the date**
  - e. **RSPD/TRIP to post flyer in public places (bus stops, community centers, social services, etc.)**
  - f. **CDTA to look into distributing flyer through travel trainers**
  - g. **TAC to finalize survey**
  - h. **Rima to send Outlook appointment to SAC to attend public workshops**
  - i. **Updates to Public Workshop Presentation (CM)**
    - i. Reason for study should emphasize neighborhood connections and quality of life impacts caused by traffic volumes
    - ii. Explain how study fits into process of constructing improvements and obtaining funding
    - iii. Break Purpose and Need statement into bullet points
    - iv. Add points of interest to land use map (change color of star to blue)

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- v. Visualize roadway widths (create infographic)
  - vi. Describe traffic volumes on Hoosick in terms of other roadways
  - vii. Show LOS on map rather than table
  - viii. Update color scheme on crash graphic
  - ix. Split pedestrian infrastructure figure into 2 maps (infrastructure, desire lines and barriers)
  - x. Add context to bike plan slide
  - xi. Add walkshed to transit map (simplify graphic)
  - xii. Refine question prompts and activity with TAC (ie map desire lines activity)
  - xiii. Replace schedule graphic with bullets of important milestones.
3. Existing Conditions Profile – The group was instructed to send comments on the existing conditions profile to Rima Shamieh and include CM and the City on correspondence. Comments should be received by 10/11. The following edits to the existing conditions profile were discussed:
- a. Traffic volumes at Hoosick Street/10<sup>th</sup> Street may have been transposed on the figure. **CM to review count data and update figure as necessary.**
  - b. Bicycle LOS was not presented in the existing conditions profile. BLOS will be evaluated as alternatives are developed.
    - i. A visual preference survey, prepared by CDTC to calibrate the regions level of traffic stress model, will be included as part of the public engagement.
  - c. There should be additional discussion on neighborhood traffic characteristics.
    - i. **CM to conduct peak hour turning movement count at 9<sup>th</sup> Street/Hutton Street.**

The meeting concluded at 12:00 p.m.

Jesse Vogl, AICP  
Project Planner

cc: Attendees  
File

## List of Abbreviations

CM Creighton Manning  
RSPD River Street Planning and Design  
TRIP Troy Rehabilitation and Improvement Program  
CDTA Capital District Transportation Authority  
TAC Technical Advisory Committee  
SAC Study Advisory Committee