

Borough of Hightstown  
**Complete Streets Committee**

Meeting Minutes 10/23/2019

7:00 pm

CALL TO ORDER

*STATEMENT:* Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was provided to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office.

- Roll Call

Member	Attended	Absent
Council President Steve Misiura, Vice-Chair	▪	
Joe Cicalese, Chair and Planning Board and Environmental Commission representative	▪	
Beverly Asselstine, Secretary, Planning Board representative	▪	
Dave Zaiser, Environmental Commission representative	▪	
Brian Clissold	▪ (late)	
Alex Costantino	▪	
Tim Troxler	▪	

- Approval of Agenda **Approved with revision (add new item concerning bike lanes on N. Main)**
- Approval of Minutes 9/25/19 **Approved**

NEW BUSINESS

- Introduce New Members **Alex Costantino and Tim Troxler introduced themselves to the Committee**
- **New item added to agenda: Discuss County bike lanes on North Main Street and Borough ordinance banning parking in the area**  
**Guests: Matt Lawson and Matt Zochowski, Mercer County Planning Department**  
**Matt Lawson identified an error in the ordinance showing no parking from Monmouth to the Borough line. There is enough right-away to allow parking on the east side of North Main from Sunset to the Borough line. The planners had reviewed the public comments from the previous Council meeting. Two residents raised concerns because they operate a home-based business (a dentist and a music teacher). Both are in the area north**

of Sunset where parking can be preserved. The Committee discussed an additional change to add another cross-walk at Sunset to provide for improved safety for those crossing North Main Street from the on-street parking. The County planners agreed to discuss with the County Engineer. They also reviewed a full list of crosswalks with high visibility pavement markings and ADA-compliant ramps being added by the County:

1. North Main at Monmouth
2. North Main at Wycoffs Mill and Wilson
3. Monmouth at Cranbury Station
4. South Main at Etra
5. South Main at Springcrest
6. Stockton at Heron and Oak Lane (2<sup>nd</sup> crosswalk on west side of intersection)

Next steps: Matt Lawson will write a letter to Steve Misiura recommending changes to the ordinance. They will prepare a presentation for Council that will address the broader County goals and progress in implementing a complete streets policy and how this project fits into their long-term vision for safer multi-modal use of county roads. They will review the additional crosswalk at Sunset and North Main with the County Engineer. Steve will ask the Borough Administrator to add this as the first item on the agenda for the November 4 Council Meeting.

The Committee thanked the County planners for their help and commitment to addressing long-standing safety concerns on county roads in the Borough and for their partnership. The Committee recognized and expressed appreciation for the extensive behind the scenes work done by Matt Zochowski to integrate these changes into active county projects.

- Discussion: Approval/Review process The 9/25 meeting minutes documented the proposed process going forward for providing Committee feedback to Council. Bev will highlight that section when sending the approved minutes to the Borough Administrator and Deputy Clerk.
- Prepare for November 13 meeting with Borough Engineer The Committee discussed the upcoming meeting with the Borough Engineer concerning infrastructure projects for 2020 and beyond. It is our goal to create a longer planning glide path for projects, including earlier discussions around the proposed projects for the upcoming year and steps needed for projects that may take two or three years to develop. Bev will confirm to the Borough Engineer that there is no need to prepare anything for the meeting, except to bring a list of potential projects she and Public Works have discussed.

OLD BUSINESS

- **2019 NJDOT Mobility Plan (Community Advisory meeting pending) Bev reported that all the approvals are in place and the final signed contract is being delivered to NV5 for our project. We have approved the scope of work developed by NV5. We expect the project to kick-off in early December and the first Community Advisory Board Meeting will be in January. The project should take about 9 to 12 months to complete. Bev shared a list of destinations in the Borough developed as part of the walkability study done in 2008 for review and comment. She is also compiling contact names and addresses for the advisory board membership. NV5 will prepare the invitation letter and we will distribute with a cover letter from the Mayor.**
- **Rocky Brook Sidewalks: Steve reported that due to engineering problems, the sidewalks on Rocky Brook Court were removed from the final plan for the Rocky Brook, Hagemount and Lincoln Avenue project. If sidewalks are added that are ADA compliant at the driveway apron, the pitch of the shortened driveways for several houses will be too steep. Council agreed to drop the sidewalks on that street since traffic is light and only related to the limited number of houses on the Court.**

ADJOURNMENT