

**Meeting Minutes
Hightstown Borough Council
Special Meeting
July 1, 2019
7:00 p.m.**

The meeting was called to order by Mayor Quattrone at 7:00 p.m. and he read the Open Public Meetings Act statement which stated, "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 sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office."

The flag salute followed Roll Call.

| | PRESENT | ABSENT |
|------------------------------|----------------|---------------|
| <i>Councilmember Bluth</i> | ✓ | |
| <i>Councilmember Egan</i> | ✓ | |
| <i>Councilmember Jackson</i> | ✓ | |
| <i>Councilmember Misiura</i> | ✓ | |
| <i>Councilmember Musing</i> | ✓ | |
| <i>Councilmember Stults</i> | ✓ | |
| <i>Mayor Quattrone</i> | ✓ | |

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Debra Sopronyi Borough Clerk/Administrator; CFO, George Lang; Deputy CFO, Monika Patel; Chief of Police, Frank Gendron and Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Councilmember Jackson; Seconded by Councilmember Egan.

Roll Call Vote: Councilmembers Bluth, Egan, Jackson, Misiura, Musing and Stults voted yes.

Agenda approved 6-0.

PRESENTATIONS

Municipal Facilities at 230 Mercer Street

Council President Misiura introduced Noel Musial, Sr., Noel Musial, Jr. and Larry Lane of the Musial Group.

Councilmember Stults explained that the sub-committee has met with the Musial Group several times reviewing concepts of the new Municipal Facility. The Police Department will be housed at 230 Mercer Street along with administration offices. A decision needs to be made for a 1 or 2 story Police Department.

At this point, Larry Lane proceeded with the presentation. The presentation is attached hereto.

PUBLIC COMMENT I

Mayor Quattrone opened public comment period I and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – The Council Chambers should not be on the 1st floor with the Clerk on the 2nd Floor. The price tag on this project is ridiculous. We need to look at alternatives. Councilmember Misiura responded stating that a structural analysis determined that the 2nd floor could not handle the load of a meeting room.

J.P. Gibbons, 602 North Main Street – Stated the public input should not be limited to 3 minutes. This is a beautiful vision, but does the Borough need it? This should be put out to referendum to the taxpayers. Business should be on the first floor. The PD building does not need to be attached; if Court were in the building it would make sense. He objects to the cost of the project.

John Archer, 131 Bennett Place – How much money is coming from FEMA and Insurance? CFO, George Lang responded: \$1,800,000 from insurance, Between \$375,000 - \$3,000,000 from FEMA, \$1,000,000 from the sale of the old municipal building.

Barb Harrington, 137 South Street – Has water permeable asphalt been considered for the parking lot?

Eugene Sarafin, 628 South Main Street – The building is beautiful and the idea is wonderful. Brace the 2nd floor to have meeting room upstairs. How many parking spaces are in the lot? How many spaces will be taken by the PD?

J.P. Gibbons, 602 North Main Street – Where did the money come from to acquire the property? Council needs to identify the cost of the building and where the funding is coming from. How will emergency vehicles get to the building?

George Thornhill, 6 Rocky Brook Court – What is the timeframe for completion? When will a decision be made?

Neil Glackin, 290 Monmouth Street – Asked if Court would be moving back. FEMA was in the old building in April. If \$375,000 is the present offer from FEMA are we working to get that increased?

Eugene Sarafin, 628 South Main Street – Can we get a breakdown of the administration costs and police department costs broken out?

Shirly Engroff, 226 Mercer Street – She lives next door to the YMCA building. She was told there would be no driveway next to her home. Now there is a driveway in the plans. What kind of room will there be between a car and her property? There is an oak tree there, what happens to that? Does the public get to vote on what happens here?

There being no further comments, Mayor Quattrone closed the public comment period.

COUNCIL COMMENTS AND DISCUSSION

Council President Misiura

It is easy to reverse the plans for the 1st and 2nd floor. The architects will price out structural reinforcement costs. A cost breakdown will be added to the website. The architects can look into a privacy, sound barrier for the driveway next door. This is an early schematic design. A decision about a 1 or 2 story addition for the police department needs to be made. The 2 story is less expensive and will provide more parking and green space. There is a benefit to having the Police Department attached to the administration building. He would like to see the 2 story PD.

Councilmember Stults

Thanked the public for coming and for their comments. This is the first phase of the design process. He supports a 2 story PD.

Councilmember Egan

Having the offices on the first floor makes more sense. Would like to see the information on the website. Has there been any consideration to purchasing the house next door?

Councilmember Musing

Thanked everyone for their comments. This project is a long time coming. He is grateful to the Borough employees, Public Works and the Police Department for working in sub optimal conditions. Everyone has suffered. He is not happy about spending this much money but it must be done. Until the State starts consolidating communities, this is what needs to happen. It is up to this Council to move ahead. He is in favor of a 2 story PD.

Councilmember Bluth

Thanked everyone for their comments. This will be tweaked and re-tweaked as we move forward. She is in favor of a 2 story PD.

Councilmember Jackson

Thanked everyone for their comments. All comments will be taken seriously. We need a permanent Municipal Building. He would like to see the offices on the first floor if possible.

Mayor Quattrone

Inquired what type of roof the PD would have.

Council President Misiura moved for approval of a 2 story Police Department; Councilmember Jackson seconded.

Roll Call Vote: Councilmembers Bluth, Egan, Jackson, Misiura, Musing and Stults voted yes.

The architects will be directed to move forward with a 2 story Police Department design. 6-0.

ADJOURNMENT

Councilmember Stults moved to adjourn at 8:22 p.m.; Councilmember Bluth seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES



Mayor Lawrence D. Quattrone
Council President Steven Misiura
Council Member Joshua Jackson
Council Member Patricia Egan
Council Member Charles "Lee" Stults
Council Member Susan Bluth
Council Member Dimitri Musing



Chief Frank Gendron

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

PROJECT TEAM

Noel S. Musial, A.I.A., PP NCARB
President

Noel S. Musial II, AIA
Project Manager

Larry Lane, AIA
Project Architect

THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

YOUR VISION BOARD

PUBLIC PRIORITIES

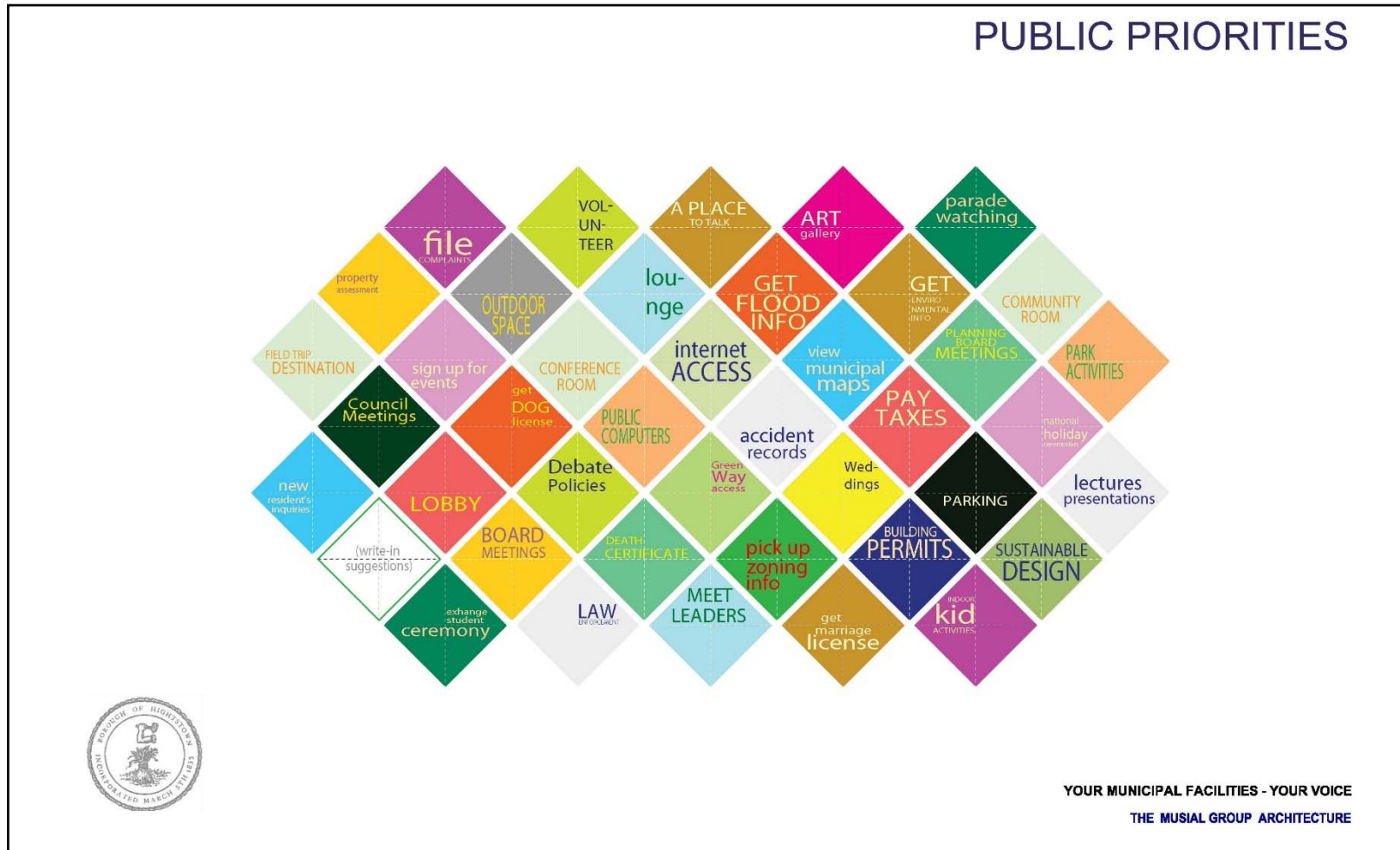
1
2
3

YOUR MUNICIPAL FACILITIES - YOUR VOICE
THE MUSIAL GROUP ARCHITECTURE

THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

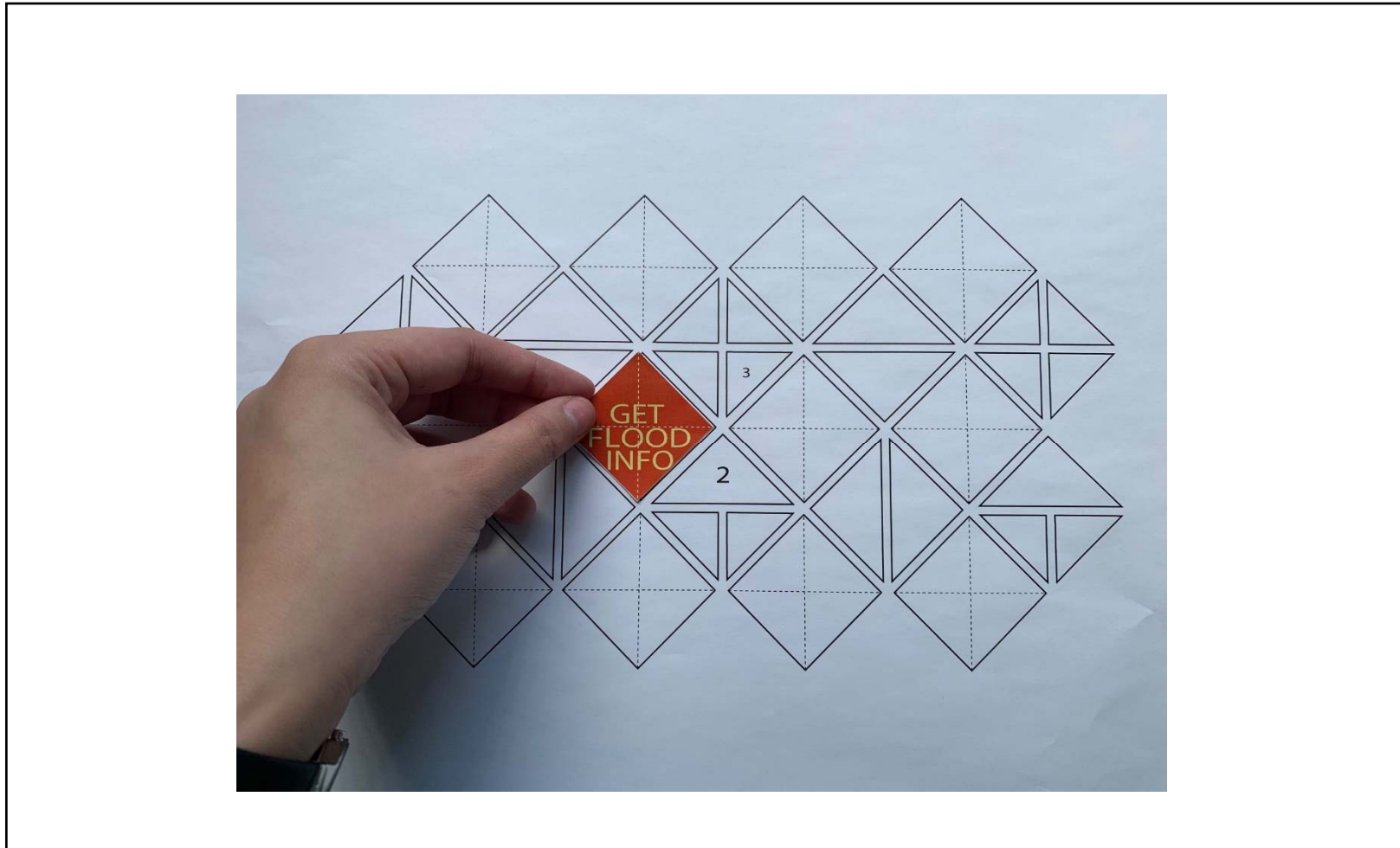
YOUR VISION ACTIVITY BLOCKS



THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

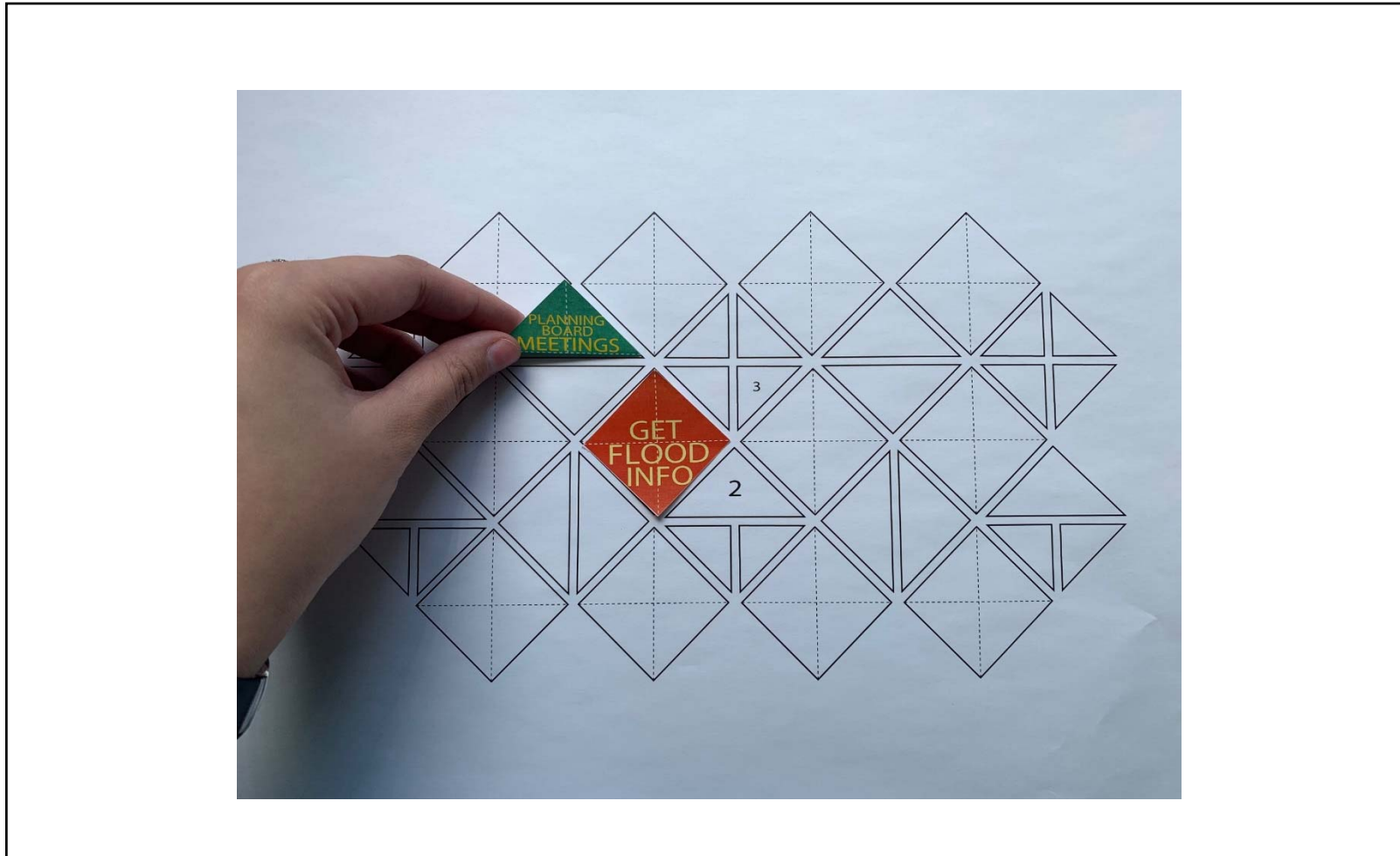
PUBLIC PRIORITIES



THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

PUBLIC PRIORITIES



THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

PUBLIC PRIORITIES

- Exterior Sculpture Garden
- Interior Art Gallery
- Public Meeting Rooms
- Access to Nearby Paths to Park and Foot Path
- Display Historic Items, such as the Bell from the Existing School House
- Example to the Community of a Sustainable Design

THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

Two schemes were developed after interviewing the future users of the facility

The police department will adjoin the existing building.

The existing building will house the municipal functions

1. **Scheme One:** Police will be a one story building.
2. **Scheme Two:** Police will be a two story building.

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

SPACE REQUIREMENTS FOR THE TWO SCHEMES

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

SPACE REQUIREMENTS FOR DEPARTMENTS SCHEME 1

| DEPARTMENT NAME | TOTAL AREA | |
|---------------------------|------------------|------------------|
| | PROGRAM | PROPOSED |
| MUNICIPAL CLERK / ADMIN | 989.55 | 942.30 |
| TAX/ASSESSOR | 1,586.25 | 1,198.80 |
| CONST/ZONING | 888.30 | 934.20 |
| POLICE | 5,915.70 | 6,323.40 |
| MISC | 1,088.10 | 1,128.60 |
| MEETING SPACE | 2,675.70 | 2,675.70 |
| PUBLIC AREAS | 8,500.00 | 8,799.00 |
| Total Program Area | 21,643.60 | 22,002.00 |

Additional space will be required
for file archives

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HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

SPACE REQUIREMENTS FOR DEPARTMENTS SCHEME 2

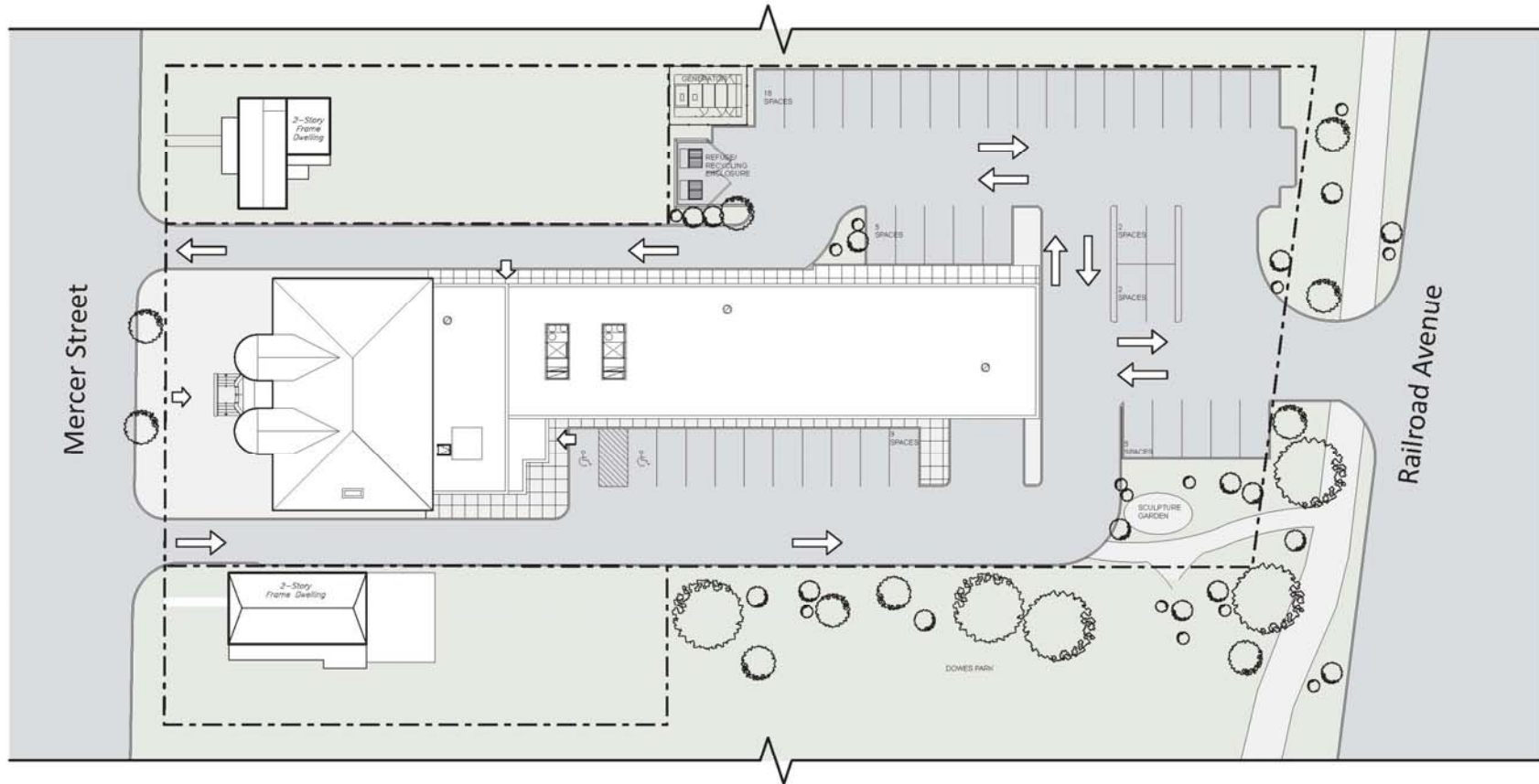
| DEPARTMENT NAME | TOTAL AREA | |
|---------------------------|------------------|------------------|
| | PROGRAM | PROPOSED |
| MUNICIPAL CLERK / ADMIN | 896.40 | 942.30 |
| TAX/ASSESSOR | 1,518.75 | 1,066.50 |
| CONST/ZONING | 1,030.05 | 934.20 |
| POLICE | 5,861.70 | 6,281.55 |
| MISC | 1,088.10 | 1,146.15 |
| MEETING SPACE | 3,337.20 | 3,337.20 |
| PUBLIC AREAS | 9,000.00 | 8,921.10 |
| Total Program Area | 22,732.20 | 22,629.00 |

Additional space will be required
for file archives

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HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

SCHEME 1: SITE PLAN



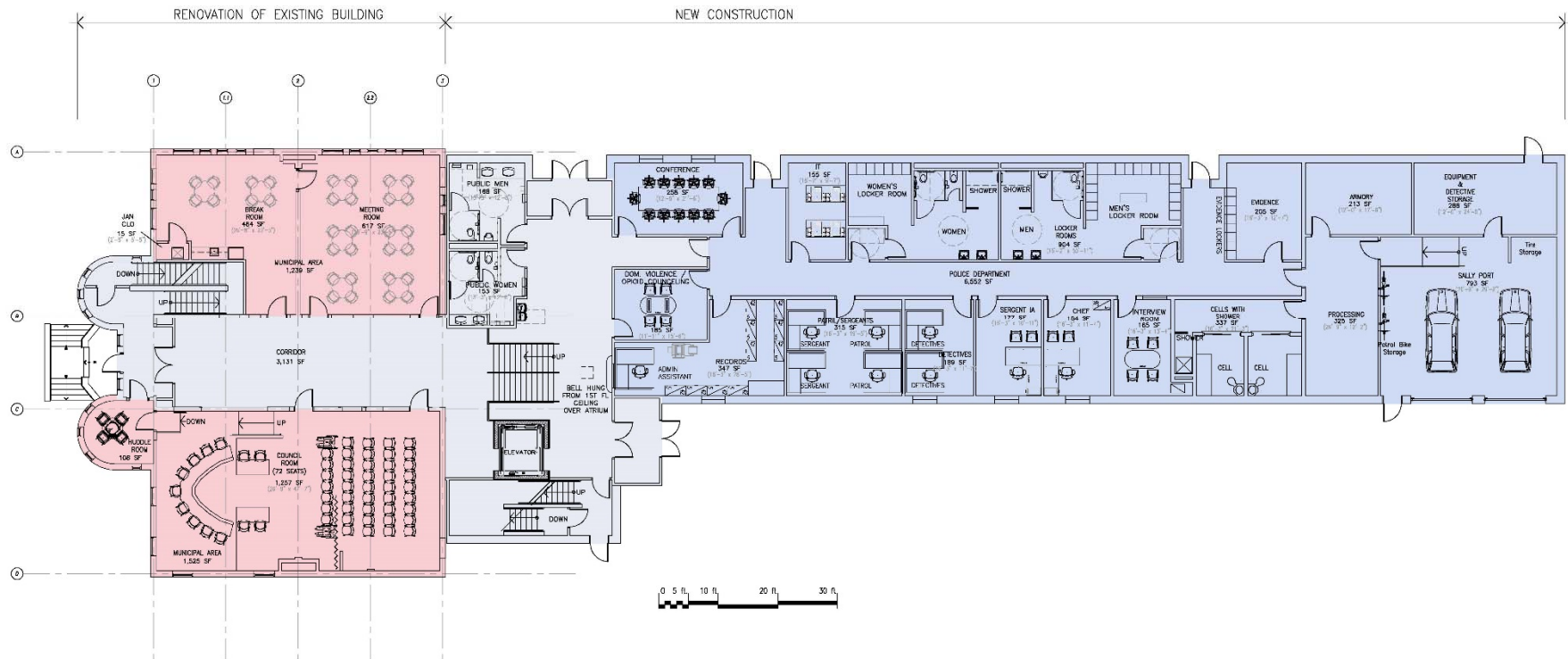
PARKING
41 PARKING SPACES + 2 HC PARKING SPACES
21 PARKING SPACES NEEDED FOR POLICE PERSONAL AND ASSIGNED VEHICLES
12 PARKING SPACES NEEDED FOR MUNICIPAL EMPLOYEES

SCHEME 1 SITE PLAN
SCALE: 1/32" = 1'-0"



HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

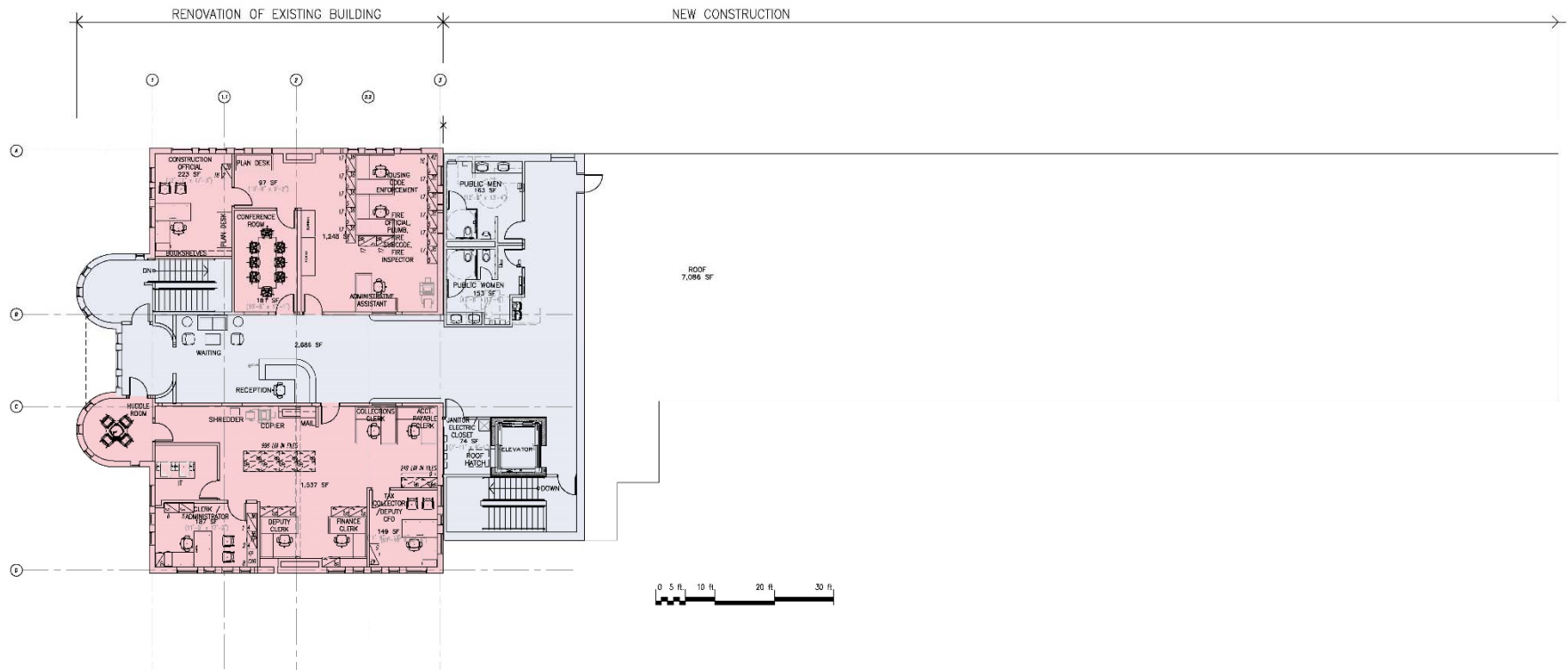
SCHEME 1: FIRST FLOOR



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HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

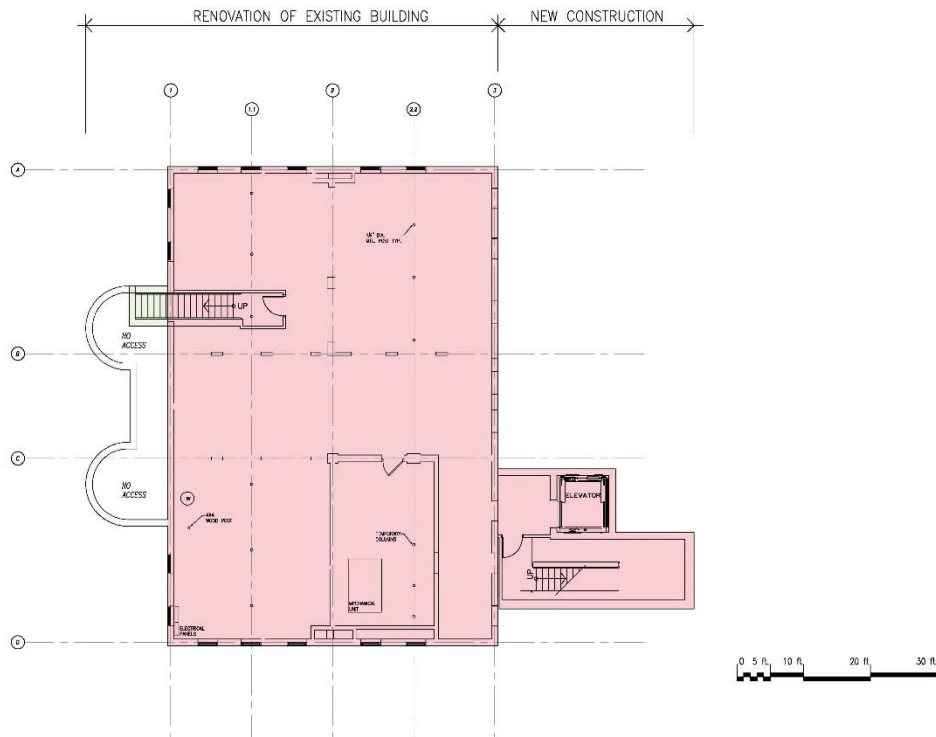
SCHEME 1: SECOND FLOOR



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HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

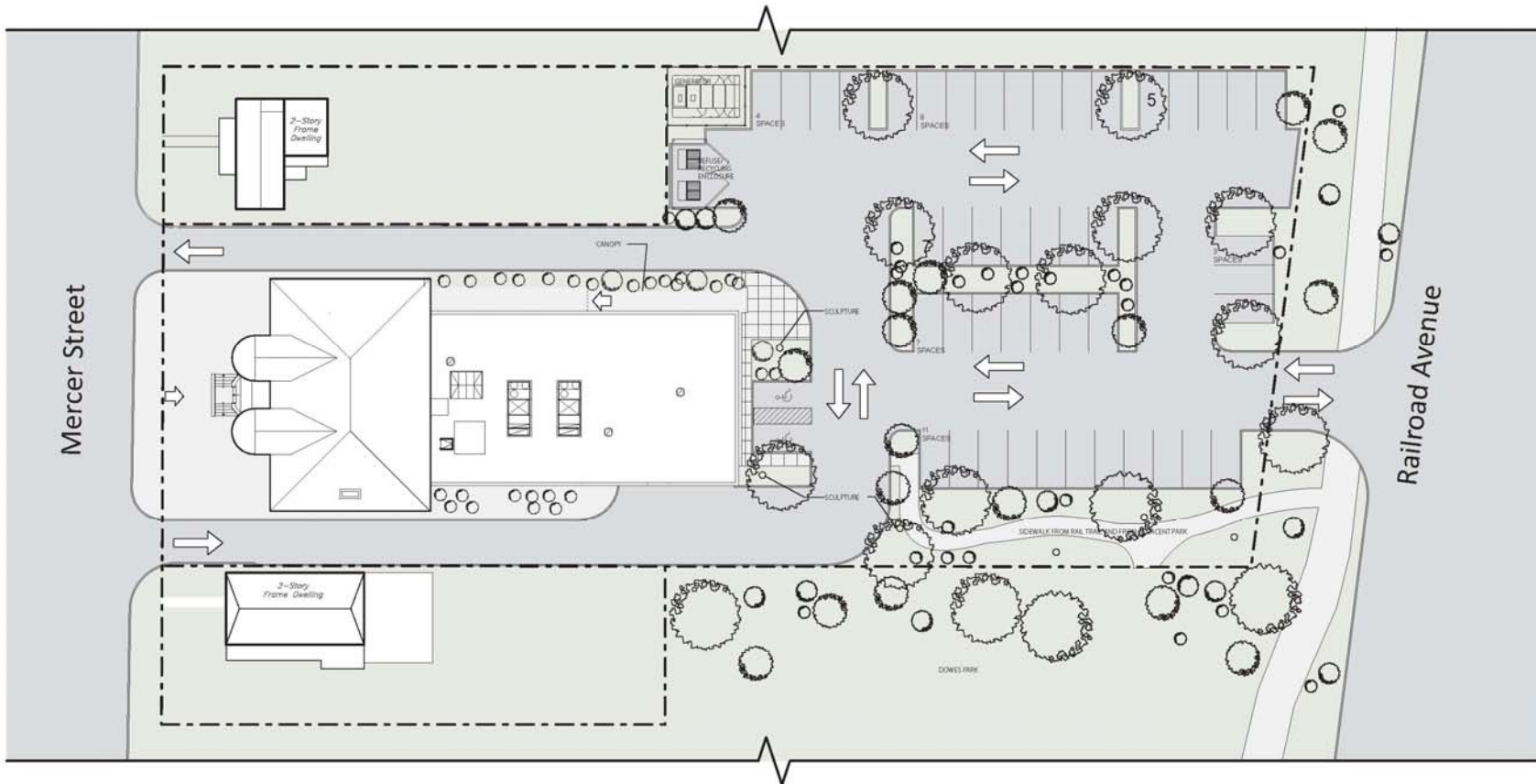
SCHEME 1: BASEMENT



| SCHEME 1 | | | | |
|-----------|-----------|----------|----------|-----------|
| | MUNICIPAL | POLICE | PUBLIC | TOTAL |
| 2ND FLOOR | 2,766 sq | 0 sq | 2,686 sq | 5,452 sq |
| 1ST FLOOR | 2,771 sq | 6,552 sq | 3,131 sq | 12,454 sq |
| BASEMENT | 4,096 sq | 0 sq | 0 sq | 4,096 sq |
| TOTAL | 9,633 sq | 6,552 sq | 5,817 sq | 22,002 sq |

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

SCHEME 2: SITE PLAN



PARKING
45 PARKING SPACES + 2 HC PARKING SPACES
21 PARKING SPACES NEEDED FOR POLICE PERSONAL AND ASSIGNED VEHICLES
12 PARKING SPACES NEEDED FOR MUNICIPAL EMPLOYEES

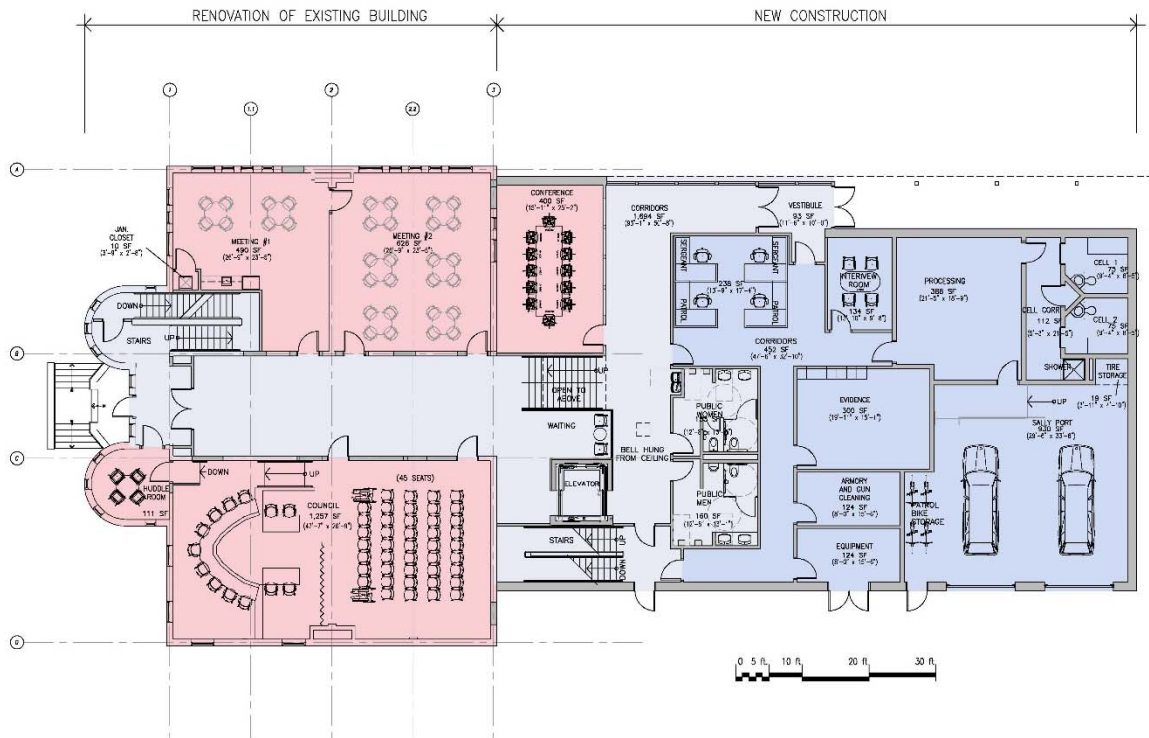
SCHEME 2 SITE PLAN
SCALE: 1/32" = 1'-0"



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HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

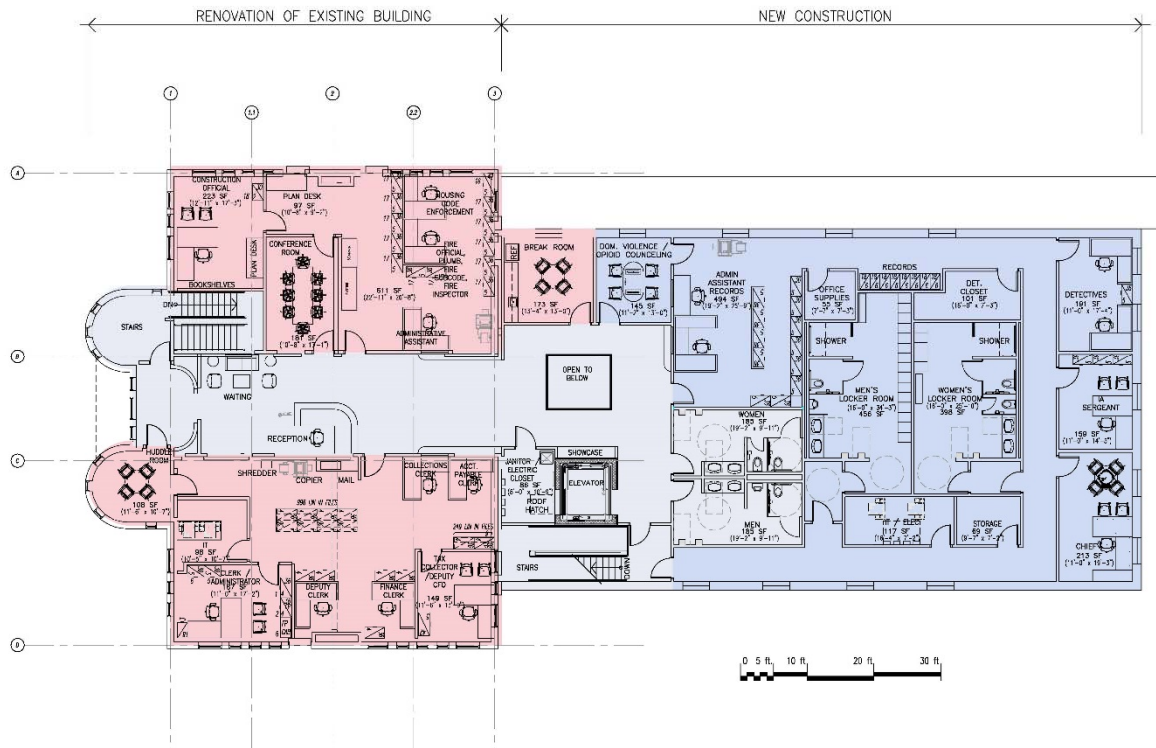
SCHEME 2: FIRST FLOOR



THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

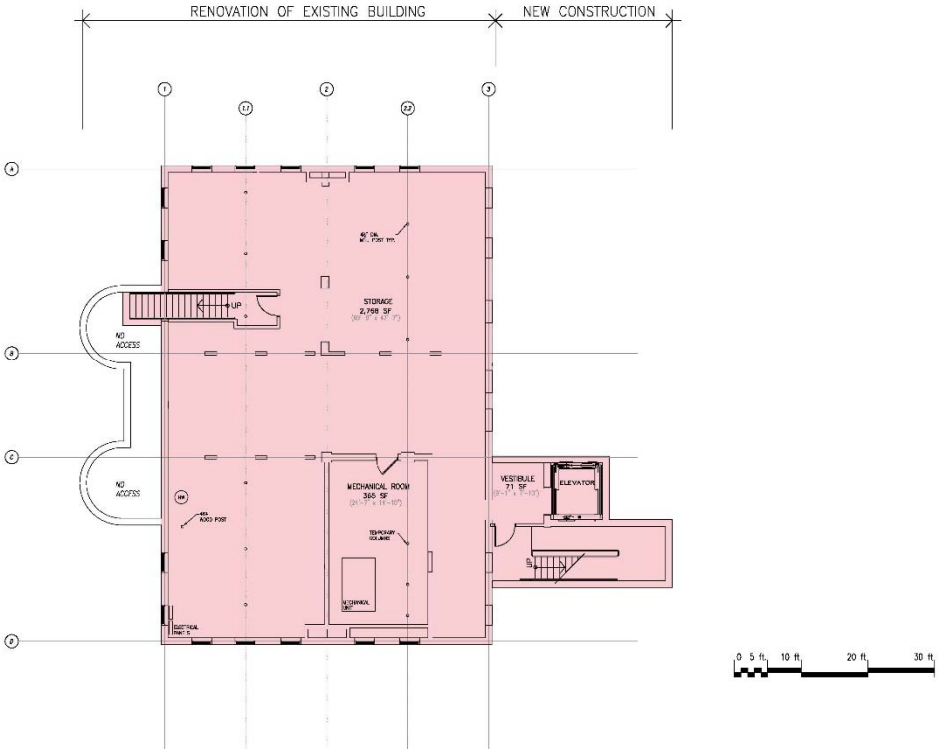
SCHEME 2: SECOND FLOOR



THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

SCHEME 2: BASEMENT

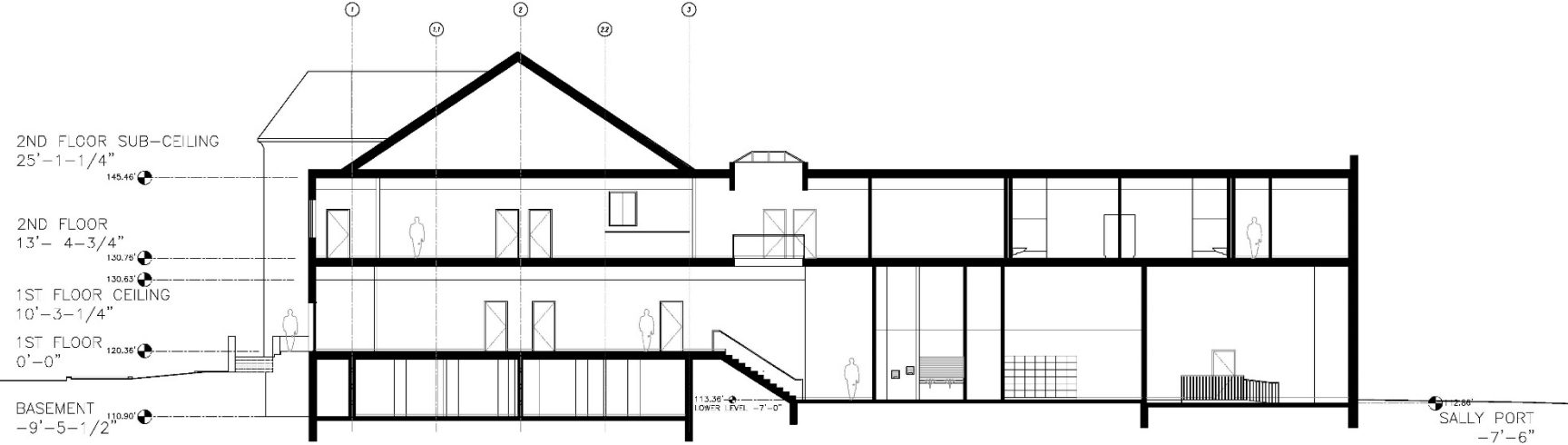


| SCHEME 2 | | | | |
|-----------|-----------|----------|----------|-----------|
| | MUNICIPAL | POLICE | PUBLIC | TOTAL |
| 2ND FLOOR | 2,984 sq | 2,545 sq | 3,569 sq | 9,098 sq |
| 1ST FLOOR | 3,202 sq | 2,918 sq | 3,375 sq | 9,495 sq |
| BASEMENT | 4,036 sq | 0 sq | 0 sq | 4,036 sq |
| TOTAL | 10,222 sq | 5,463 sq | 6,944 sq | 22,629 sq |

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HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

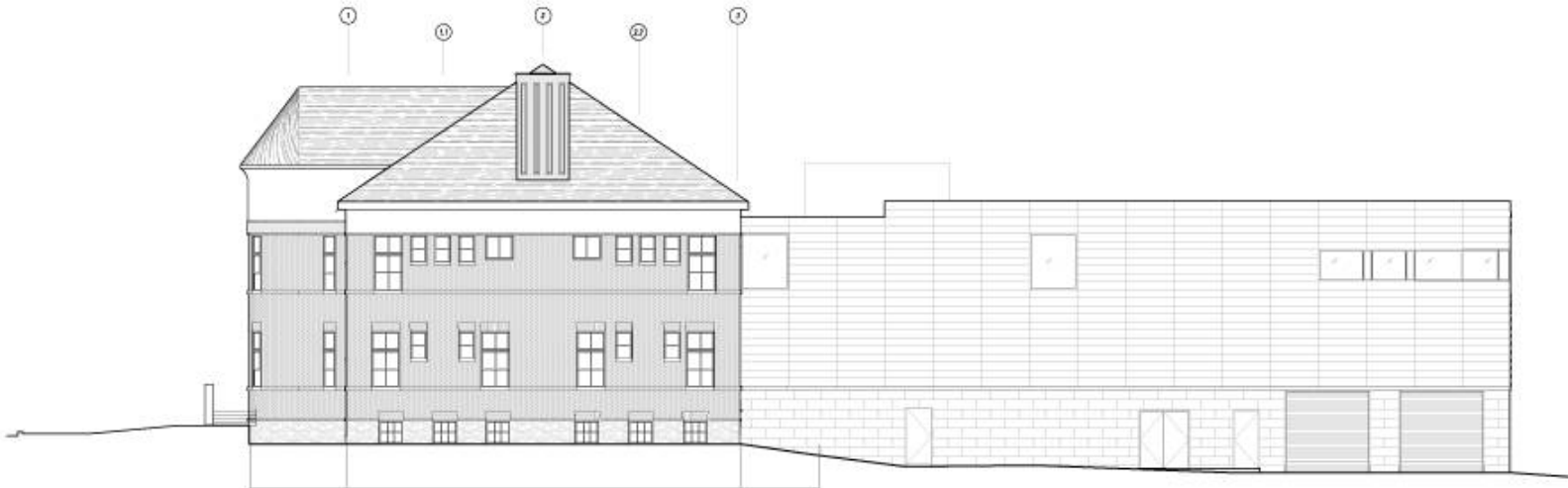
SCHEME 2: BUILDING SECTION



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HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

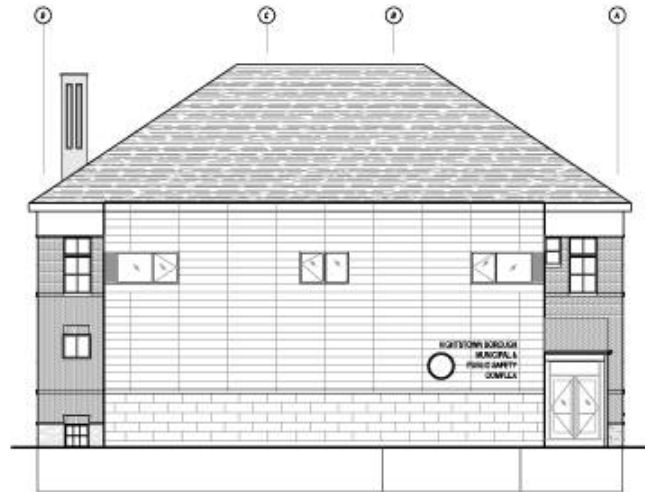
SCHEME 2



THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

SCHEME 2



THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

SCHEME 2



THE MUSIAL GROUP ARCHITECTURE

HIGHTSTOWN BOROUGH MUNICIPAL FACILITIES

COST ESTIMATES

Project: Hightstown Town Hall & PD
Number: 19081E1R3
Client: The Musial Group
Date: June 25, 2019; Rev. June 27, 2019
Phase: SD

BECKER & FRONDORF
Construction Cost Consulting • Project Management

ESTIMATE SUMMARY

| CODE | DESCRIPTION | | | COST | |
|------|-------------------|--------|----|-------|--------------------|
| | Scheme One | 22,020 | SF | \$371 | \$8,164,000 |
| | Scheme Two | 22,640 | SF | \$350 | \$7,934,000 |

Notes:
Costs are current for Summer 2019; escalation is not included
Hazardous Materials Removal/Remediation is not included
Loose Furniture is not included

THANK YOU

THE MUSIAL GROUP ARCHITECTURE

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