Borough of Hightstown

Complete Streets Committee

8/~~24~~/2020 – Committee Meeting **Meeting was held 8/26/20, as advertised**

7:00 pm

Meeting Minutes

Call in Details:(701) 802-5470 Access Code: 6569865

Or online https://www.freeconferencecall.com/wall/jcicalese

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	▪ Left early	
Joe Cicalese, Chair and Planning Board and Environmental Commission representative	▪	
Beverly Asselstine, Secretary, Planning Board representative	▪	
Dave Zaiser, Environmental Commission representative	▪	
Brian Clissold	▪	
Alex Costantino		▪
Tim Troxler	●	

- Approval of Agenda **Approved, as amended**
- **Added: Meeting Minutes for 4/29/20 were approved**

DISCUSSION
- Discuss scope of work for RFP for DVRPC grant **Debra Sopronyi, Borough Administrator, and Kelsey McElduff, DVRPC, joined to discuss the scope of work and RFP required for the Transportation and Community Development Initiative (TCDI) grant received by the Borough for a Redevelopment Area Circulation Plan. The group discussed resources to identify in the RFP and various components that should be included in the scope of work. We also discussed the structure of the grant implementation oversight: the application stated it would be a sub-**

committee of the Planning Board with mandatory membership of one member of Council and one member of the Planning Board. Bev will put this on the Planning Board agenda. Brian and Bev will take the ideas discussed and draft the RFP scope of work.

- Review technical memo draft for mobility plan and overall project status
  Discussed draft and overall project status and timeline.

ADJOURNMENT