

Borough of Hightstown  
**Complete Streets Committee**

12/22/2021 – Committee Meeting

6:30 pm

Join Zoom Meeting

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**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

<b>Member</b>	<b>Attended</b>	<b>Absent</b>
Council Member Joe Cicalese, Chair	X (late)	
Council Member Steve Misiura, Vice-Chair	X	
Beverly Asselstine, Secretary, Planning Board representative	X	
Dave Zaiser, Environmental Commission representative	X	
Brian Clissold		X
Tim Troxler	X (late)	

- **Guests: Dimitri Musing, Jeff Epstein, Michelle Demak Epstein**

- Approval of Agenda **Approved**
- Approval of Minutes **Approved after Dave and Tim arrived**
- Ongoing Project Review
  - **The Committee reviewed the ongoing project list and updated, as needed.**
  - **Steve reported that he has initiated a dialog with our State Assembly Representative and State Senator about truck traffic in Hightstown and is engaging them as advocates for our concerns.**
  - **Bev reported that she saw a notice on the NJDOT website that we received the Municipal Aid grant for Orchard Ave and South Main, but the Borough has not received an official letter.**

DISCUSSION:

- AARP grant opportunity **The Committee reviewed the draft proposal and determined to request funding for 4 RRFB crosswalk signals at the entrance to The Enchantment as a pedestrian safety measure and to help calm traffic entering and exiting Hightstown on Wyckoff Mills Road. Bev will prepare a memo for Council and send to Dimitri to be added to a Council agenda.**
- NJDOT Outreach **Bev identified two contacts at NJDOT.**

PUBLIC COMMENT (3 minutes or submit via email) **None**

ADJOURNMENT

Complete Streets Committee Project List  
Draft 12/22/21

Responsible	Description	Status
Hightstown Council, Borough Attorney, Police	<b>Enforcement of bike lanes on N. Main.</b> Develop and pass an ordinance saying you cannot overtake and pass on shoulder or bike lane. Project lead – Dimitri, Complete Streets to send <b>recommendation letter</b>	
County	<b>Enforcement of bike lanes on N. Main.</b> Will install signs on North Main compliant with MUTCD standards to not pass on shoulder.	DONE
Hightstown Complete Streets, Administrator	<b>Traffic calming on Wyckoff Mills Road.</b> Work with Borough Engineer to mark Wyckoff Mills shoulder at 11 feet and to install RRFB crosswalk signals at The Enchantment as traffic calming and safety measures. Consider and implement any other measures, for example, speed bumps, rumble strips, etc.	Developing AARP grant proposal to include RRFB signals, Borough commitment would include stripping
Hightstown Council, Borough Attorney, Police	<b>Traffic calming on Wyckoff Mill Road.</b> Add 4 way stop at Cranbury Station Road and Wyckoff Mills Road. Needs ordinance, purchase signs, install	See Signage Plan.
Hightstown (Dimitri) & County (Brian Gibson)	<b>Traffic calming on Wyckoff Mill Road.</b> Hightstown to request in writing that the County install an additional RRFB crosswalk signal on North Main at Wyckoff Mills Road. County would like to see the Borough commitment through the fulfillment of other safety measures on Wyckoff Mills Road.	County approved 2 signs (ordered, 6 weeks to deliver, field meeting w/o Dec 27 or Jan 3)
Hightstown Council, Borough Attorney, Police	<b>Traffic calming.</b> Will support 25 mph limit within Hightstown, including on county roads (Etra). <b>Need ordinance</b> – recommend in letter	
County, Engineer	<b>Traffic calming.</b> Committed to 11 foot travel lanes in Hightstown going forward on all county roads as a traffic calming measure.	

County, Sunny, Dimitri	<b>Traffic calming and pedestrian safety.</b> Correct crosswalk paint on Stockton at Park Way and Rogers (should be high visibility continental stripe)	Follow-up on correction
County	Replace faded no parking signs on Monmouth Street	Done (are signs incorrect?)
County Sunny, Dimitri	<b>Traffic calming and pedestrian safety.</b> Investigate stalled efforts to complete crosswalks on South Main Street, including painting the pavement at Etra crosswalks installed previously	Follow-up on completion
County Sunny, Dimitri	<b>Traffic calming and bicycle safety.</b> Review adding bike lanes and/or shoulder line on South Main to further calm traffic	Follow-up
County Sunny, Dimitri	<b>Traffic calming and bike/pedestrian safety.</b> Investigate the creation of pinch points at the gateways to Hightstown (pavement narrowing or curb extensions with bike access) as an additional calming measure	County will investigate further
State – Jamie Oplinger 3/4/20	<b>Traffic calming and pedestrian safety.</b> Install RRFB crosswalk signals on Franklin @ Broad Council adopted a resolution 3/2/20	Dimitri to follow-up with Dan Benson
Hightstown Complete Streets lead, Public Works, Police, Administrato r	<b>Signage Plan.</b> Create a signage plan so that new signs can be purchased at once for all locations in the Borough where we want enhancements. <ul style="list-style-type: none"> <li>• New stops: Wyckoff Mills @ Cranbury Station (4 way), Summit @ Prospect (3 way), Summit and 2<sup>nd</sup> (4 way)</li> <li>• Engine Breaking/Noise: Franklin at Borough line</li> <li>• Potential sign at Borough entrance on Wyckoff Mills Road. Research.</li> <li>• Truck Route sign – make more prominent (old sign removed at historic district work on sidewalks). Better location – research.</li> </ul>	
Hightstown Police, Administrato r, Public Works	<b>Speed Monitoring and Enforcement.</b> Request that the Police continue to collect additional speed data and do it a way that is methodical with consistent reporting so that we can monitor over time.	Capital budget – recommend purchasing monitor/sign with multiple brackets so they can be moved.

<p>Hightstown Public Works</p>	<p><b>Maintenance Plan.</b> Crosswalk repainting plan with Public Works. Tree trimming to improve visibility of signage. Do they have an existing schedule? The Committee will develop a list of recommendations for high priority action.</p> <ul style="list-style-type: none"> <li>• Borough roads @ state and county routes: Rogers, Manlove, Cole, Clinton, Broad, South Street, Ward at Mercer, Summit at Mercer</li> <li>• Leshin at PAL? Just paint or ramp and paint?</li> </ul>	<p>Joe to schedule meeting with Public Works</p>
<p>Hightstown Borough Attorney, Administrator</p>	<p><b>Revise truck ordinance.</b> Dimitri reaching out to other municipalities about truck ordinances (including Allentown). Need new ordinance</p>	
<p>Hightstown Engineer, Public Works</p>	<p><b>Mini Roundabout at Ward and Maxwell.</b> Pilot painted roundabout. Public Works can easily lay down the paint, but they will need a layout guide from the Borough Engineer, which has been estimated at \$xxxx and recommended we purchase some signage as part of the pilot. County proposal to do the full infrastructure build design for \$12K and Borough would reimburse.</p>	<p>To be fleshed out more</p>

## Major Infrastructure Project Options from Borough Engineer Communications to Council

### Improvements to Maxwell Avenue (Monmouth Street to Ward Street)

Carmela's letter to Council: This contract would include new curbs and curb ramps as needed, new sidewalks where none exist, storm sewer improvements, and milling and paving of the roadway. The new sidewalks will tie into existing sidewalks and will create a continuous, unobstructed pedestrian access route for the entire length of Maxwell Avenue. We recommend this project not include significant changes to the intersection with Franklin Street. The intersection with Franklin Street should be improved by the NJDOT.

Should Council choose this option, existing galvanized water services should be replaced as well as the existing fire hydrants within the project area. In consultation with the Borough Water Department, it does not appear that the water main needs replacement. Water improvements would not be eligible for funding through the NJDOT grant program but could be funded through the Infrastructure Bank.

Committee Questions and Comments (**Carmela answers**): This is an important segment of our network and needs to be implemented in coordination with the State. Our questions are:

1. Why wasn't the roundabout included at Ward, as described in the Mobility Plan? That intersection is the Borough's responsibility and if we should move forward with this project now or in the future, it should be included in this project as well.  
**See #2, below.**
2. We have also talked about the roundabout and Ward Street traffic calming as part of the Peddie Lake Bridge replacement. What's the current thinking on timing for that project? We need to think about being shovel ready with funding when the County does that project.  
**I will be recommending the roundabout for next year's application. The County is far from complete with the design of the bridge. They are still investigating utilities and have not resolved what will be done, and environmental permits are also taking time. I think our timing will be more in line with the bridge construction if we wait one more year.**
3. In our last infrastructure project discussion we reviewed the Maxwell / Franklin intersection and discussed the connection to water main work on Franklin, as well as work to add a concrete layer under the asphalt. In that discussion we talked about the added infrastructure work and were leaning towards a 2022 or 2023 time frame. If we separate that work from Maxwell, how do we coordinate? Which comes first and how do we transition through phases when both streets can be completed? What does a reasonable timeline look like to achieve all that we want to accomplish in this area?  
**We can improve Maxwell without overlapping with the Franklin Street area. We would not extend the Maxwell work all the way to Franklin so that we do not have to remove improvements once the Franklin Street work is begun. We would simply leave a gap at Franklin. Now is the time to reach out to NJDOT for a combined project on Franklin, and now is the time to start planning the infrastructure work. If we take this year ahead to**

begin the planning with NJDOT, then an application next year for the intersection and the infrastructure might work well for timing.

4. We intend to start outreach with the state later this year to share the Mobility Plan and discuss ways to approach implementation. What are your recommendations on an integrated view for how we want to partner to address this area?

NJDOT has a community outreach office and they have become strict on using this connection to meet with municipalities. Kimberly Nance is the liaison. She should be the first point of contact. We can provide Kimberly with a generalized scope of what is being requested. She will then coordinate internally at NJDOT so that we can meet and review with representatives from the appropriate NJDOT Divisions/Departments. She has been quite helpful in the past with other municipalities (as well as Hightstown).

### **Improvements to Summit Street from Mercer Street to Stockton Street:**

Carmela's letter to Council: This contract would include replacement of curbs, sidewalks, and curb ramps as necessary, stormwater improvements, and milling and paving the entire length of roadway. In addition, this would include new sidewalks where none exists between the Greenway entrance and Mercer Street.

Should Council choose this option, we recommend that Council also consider replacement of the existing water mains in the project area with a new 8-inch water main. The existing water distribution system includes two water mains; one 4-inch main and one 6-inch main, and both have experienced breaks. Water improvements would not be eligible for funding through the NJDOT grant program but could be funded through the Infrastructure Bank.

Committee Questions and Comments (**Carmela answers**): Can you provide more information on the extent of the work on Summit, other than completing the sidewalk network from the Greenway to Mercer? How does this project impact work that was already done in that area within the last decade? **Summit is missing sidewalks between First Avenue and Morrison on the east side. This is an area with high front yard slopes closest to First Avenue and large trees on the corner lot at Morrison. In addition, this would include the area of road between the greenway and Mercer Street where we can try to install sidewalk. This may have to be accomplished with sidewalk adjacent to the travel lane. Additionally, if Council agrees to replace water mains, Summit would also be paved.**

Summit Street Sidewalk Improvements between First Avenue and Morrison Avenue. This would complete the sidewalk network between the Greenway and Stockton Street and would require removal of large trees.

### **Carmela's SRTS Letter to Council**

Sidewalk Improvements at Hausser Avenue, Bennett Place, and Prospect Drive.

Grant funding has been received from the NJDOT to improve this neighborhood. If Council chooses to move forward with this SRTS application, the current grant could be used for curb and pavement improvements and sidewalks can be added under a future contract.