

**Hightstown Planning Board Regular Meeting – Zoom Meeting
April 12, 2021, 7:30 p.m.**

OPEN SESSION

Fred Montferrat, Chairman, called the meeting to order at 7:36 p.m. and read the Open Public Meetings Act 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 sent to the Trenton Times and the Windsor-Hights Herald and is posted on the Borough’s website. Due to Covid-19 and self-distancing protocols, this meeting was held remotely through www.zoom.com.

Flag Salute

Roll Call

	PRESENT	ABSENT	LATE ARRIVAL
Mr. Montferrat, Chairman	X		
Mayor Quattrone		X	
Councilman Misiura	X		
Ms. Asselstine	X		
Ms. Jackson	X		
Ms. Watkins	X		
Mr. Searing		X	
Mr. Laudenberg		X	
Mr. Balcewicz, Alt. #1	X		
Mr. Cabot, Alt. #2	X		

Also in attendance: Sandy Belan, Planning Board Secretary, Carmela Roberts, Engineer, Jolanta Maziarz, Attorney and Brian Slaugh, Planner.

APPROVAL OF AGENDA

Mr. Montferrat asked that the April 12, 2021 agenda be approved.

Motion made by Mr. Cabot and seconded by Mr. Balcewicz to approve the April 12, 2021 Planning Board Agenda.

Roll Call Vote: Mr. Montferrat, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Ms. Watkins, Mr. Balcewicz and Mr. Cabot. Mayor Quattrone, Mr. Searing and Mr. Laudenberg were absent. Motion passed 7-0.

APPROVAL OF MINUTES

Mr. Montferrat asked if there were any changes to the March 8, 2021 Meeting Minutes. Motion made by Mr. Misiura and seconded Ms. Asselstine to approve the March 8, 2021 Minutes.

Roll Call Vote: Mr. Montferrat, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Ms. Watkins and Mr. Balcewicz. Mr. Cabot abstained. Mayor Quattrone, Mr. Searing and Mr. Laudenberg were absent. Motion passed 6-0 one abstention.

PUBLIC COMMENT

Mr. Montferrat opened the floor for any public comments.

There being no comments, Mr. Montferrat closed the public comment.

Old Business

- 1) Affordable Housing – Mr. Slaugh informed the Board that the Affordable Housing Subcommittee (Mr. Montferrat, Mr. Misiura and Mr. Slaugh) has not had an opportunity to meet. Plan to schedule meeting within the next month.

Committee and Professional Reports

- 1) Complete Streets Committee – Mobility Plan Implementation – Ms. Asselstine reviewed the Mobility Plan Implementation Strategies dated April 4, 2021, which was emailed to the Planning Board for review (attached). Document is a matrix for selecting and prioritizing projects for implementation under the Mobility Plan.

Mobility Plan contained several recommendations:

- a) Key next steps
- b) Complete bicycle and pedestrian network
- c) Specific engineering recommendations (8 key locations)
- d) General recommendations for programmatic – community education, opportunities to encourage awareness of bicycles and pedestrians, community events, enforcement, evaluation and planning recommendations.

Seeking input and discussion from various Board and Commissions (Board of Health, Cultural Arts Commission, Environmental, Historic Preservation, Parks & Recreation and Planning Board.

Board Discussion

- a) Mr. Slaugh recommended that a more specific statement would be more beneficial to the State and DOT.
- b) Borough should provide a list of projects and move forward with the DOT (schedule meetings with suggested improvements). Begin open dialogue on these projects. Demonstrate to the DOT your continued interest and commitment (supportive Borough Council and Planning Board). Continue to make these connections using NV5.
- c) Ms. Roberts gave an update on the Peddie Bridge – still in early review process.
- d) DOT has liaison for each municipality to schedule any meeting. Currently most offices are still working remotely.
- e) Rocky Brook Park – right of ways/pedestrian access: Reed St. (has direct access to the Park); Glenn Brook Place (steep slope and wetlands in the area); Greeley St. & Hutchinson St. (steep slope; would require a large bridge).
- f) Educational Opportunities: community events (Harvest Fair); education for cyclists, pedestrians and motorists. Bike event is scheduled at the Brewery in May.

Chairman and Board Member Comments

- 1) Environmental Commission – Stream Clean Up scheduled for April 17, 2021, 9:00 to 11:00 a.m. and Document Shredding Truck will be at the Tavern.
- 2) Historic Preservation Commission – Mr. Cabot informed the Board that HPC is working with PRC (developer) to salvage items from the Willis House. Grant Opportunity – Funding for Urban Parks and Historic Projects. HPC completed brick work along Stockton St. and the monument.
- 3) Ms. Roberts – Rug Mill Development – documents regarding two permits being processed. She has not received any plans for resolution compliance to date.

- 4) At the May Meeting Ms. Roberts will review the basic concepts for the Railroad Avenue and Dey Street sidewalk improvements. This is a DOT grant which needs to be awarded in November 2021.

There being no further business Mr. Montferrat asked for a motion to adjourn. Motion made by Mr. Balcewicz and seconded by Ms. Asselstine. All ayes. Meeting adjourned at 8:32 p.m.

Submitted by:


Sandra Belan
Planning Board Secretary