

Borough of Hightstown
Complete Streets Committee

11/16/2022 – Committee Meeting

Meeting Minutes

6:30 pm

Join Zoom Meeting

<https://us06web.zoom.us/j/83965729663?pwd=dJhYUc2M2JwTTFtUy93VzFXS25xdz09>

Meeting ID: 839 6572 9663

Passcode: MtBS7U

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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

Member	Attended	Absent
Council Member Joe Cicalese, Chair	X	
Council Member Steve Misiura, Vice-Chair		X
Beverly Asselstine, Secretary, Planning Board representative	X	
Dave Zaiser, Environmental Commission representative		X
Tim Troxler	X	
Henry Wang	X	

Guests: Matt Morgan

- Approval of Agenda **Approved**
- Approval of Minutes **Approved**

- Ongoing Project Review **The Committee reviewed the project list and determined next steps.**

DISCUSSION:

- NJ DOT engagement **No progress. Committee discussed the ongoing need to engage with the state around the Mobility Plan recommendations and the need for street work under the lead pipe abatement plan.**
- Annual infrastructure discussion approach **Committee discussed inviting the Borough Engineer for the annual planning discussion in January. The Committee agreed to invite the Superintendent of Public Works for an annual discussion early next year (hopefully in February) around priorities for maintenance projects, such as crosswalk repainting.**
- Vision Zero **Henry will take the lead on pursuing Borough progress on developing and implementing a Vision Zero policy and action plan. This will be important to meeting criteria for future federal grant opportunities. Bev will do an email introduction to Dimitri to follow-up on the plan to have an educational presentation at a Council meeting and to Cheryl Kastrenakes, Executive Director of Greater Mercer TMA, who had offered to deliver the presentation earlier this year.**
- Tactical Urbanism **Henry has volunteered to take the lead on developing a proposal for a pilot project in Hightstown that could be implemented in spring/summer 2023. The Committee discussed potential parameters, including focusing on Borough roads (versus State or County), working with the Cultural Arts Commission, potentially painting a mural in an intersection such as Wyckoff Mills Road and Cranbury Station Road or on Bank Street at Rocky Brook Park, or install a bike corral in the blocked parking space on Rogers near Main Street. Henry will develop some ideas for discussion next month.**
- Meetings for 2023 **The Committee discussed ways to improve our focus on advocacy and community engagement in 2023. Potential ideas included:**
 - **Have monthly working sessions instead of open public meetings, while pursuing public feedback in a more inclusive way with a table at community events or an online survey or more targeted outreach directly to community groups.**
 - **Prepare and deliver more formal presentations to Council once or twice a year on progress and ongoing challenges in bicycle and pedestrian safety issues in order to bring more consistent focus on these issues and provide context for specific recommendations that may be provided during the year.**

The Committee agreed to continue virtual meetings in 2023, unless there is a specific need to meet in person.

PUBLIC COMMENT (3 minutes or submit via email) None

ADJOURNMENT

2022 Meeting Schedule:

Jan 26, 2022 6:30 PM	Feb 23, 2022 6:30 PM	Mar 23, 2022 6:30 PM	Apr 27, 2022 6:30 PM
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May 25, 2022 6:30 PM	Jun 22, 2022 6:30 PM	Jul 27, 2022 6:30 PM	Aug 24, 2022 6:30 PM
Sep 28, 2022 6:30 PM	Oct 26, 2022 6:30 PM	Nov 16, 2022 6:30 PM	Dec 21, 2022 6:30 PM

Complete Streets Committee Project List
 Working List 11/16/22 updates

Responsible	Description	Status
Hightstown Council, Borough Attorney, Police	Traffic calming. Will support 25 mph limit within Hightstown, including on county roads (Etra). Need ordinance – recommendation letter sent to Council. Chief supports this. Carmela provided input on NJDOT rules that would impact this proposal. It should work in all cases except Wyckoff Mills Road, where a traffic speed study will be required. There is risk that this might determine a benchmark that a 40 or 45 mph limit is appropriate. More investigation is needed. Chief supportive. Will impact Etra only for now.	With Council for action Next step is to draft an ordinance. Still pending Joe will follow-up a status
County, Sunny, Dimitri	Traffic calming and pedestrian safety. Correct crosswalk paint on Stockton at Park Way and Rogers (should be high visibility continental stripe)	Dimitri to follow-up with County No updates
County Sunny, Dimitri	Traffic calming and bicycle safety. Review adding bike lanes and/or shoulder line on South Main to further calm traffic	Follow-up needed No updates
County Sunny, Dimitri	Traffic calming and bike/pedestrian safety. 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; ongoing discussion No updates
State – Jaime Oplinger, Exec Mngr, NJDOT Traffic Engineering 3/4/20	Traffic calming and pedestrian safety. Install RRFB crosswalk signals on Franklin @ Broad Council adopted a resolution 3/2/20 Original approach was that the state would provide signals here instead of refunding Borough contribution to RRFB signals at Grape Run. That funding was for electrical work and the state installed solar signals instead. Two pedestrians have been struck in this area recently. Administrator reached out again to state and received confirmation that the project is in process and will take two months for survey work and two months after agreement is signed for installation. After reviewing accident reports, state will waive agreement and requirement for Borough to share costs.	Dimitri to follow-up with Dan Benson Awaiting agreement from State State confirmed they will install and inspected the location 5/24/22. Target Date Fall 2022 Still on schedule. Work order issued for 10/14. No update in November.
Hightstown Complete Streets lead, Public Works, Police, Administrator	Signage Plan. 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"> New stops: Wyckoff Mills @ Cranbury Station (4 way), Summit @ Prospect (3 way), Summit and 2nd (4 way) 	Need to develop signage list for the 2022 budget. Dimitri to share list at next meeting

	<ul style="list-style-type: none"> • Engine Breaking/Noise: Franklin at Borough line • Potential sign at Borough entrance on Wyckoff Mills Road. Research. • Truck Route sign – make more prominent (old sign removed at historic district work on sidewalks). Better location – research. <p>Carmela provided input and recommends that we also review existing signs and remove some where we can. Generally the Borough has too many signs, which makes them distracting and ineffective.</p>	<p>Taken out of proposed Capital budget and will be added to Public Works maintenance budget.</p>
<p>Hightstown Police, Administrator, Public Works</p>	<p>Speed Monitoring and Enforcement. 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.</p>	<p>Capital budget – recommend purchasing monitor/sign with multiple brackets so they can be moved. Passed in Capital budget</p>
<p>Hightstown Public Works</p>	<p>Maintenance Plan. 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"> • Borough roads @ state and county routes: Rogers, Manlove, Cole, Clinton, Broad, South Street, Ward at Mercer, Summit at Mercer • Leshin at PAL? Just paint or ramp and paint? • Enchantment entrance on Wyckoff Mills Road <p>Public Works: Trying to paint every 1 to 2 years. Envir. Comm putting together a tree trimming plan. Sidewalk repairs is also an issue that should be addressed with a maintenance plan. Need clarification on homeowner versus Borough responsibilities. Borough Attorney says homeowners not responsible. Is Borough ordinance enforceable? Freehold has a cost sharing program. Maybe we need a process to address these issues.</p> <p>Cross-walk painting priorities for 2022</p> <p>Principles:</p> <ol style="list-style-type: none"> 1. Concentrate on highest traffic areas, including Borough roads at state and county routes 2. Defer areas that will be reconstructed as part of upcoming Municipal Aid projects 	<p>Completed list provided to Borough Administrator</p> <p>County confirmed they will paint 7 locations. Public Works will paint the rest this summer.</p> <p>Can we add Ward and S. Main crosswalks to painting list? If not, add to 2023 request.</p> <p>NONE OF THE COUNTY CROSSWALKS WERE PAINTED.</p> <p>ONLY 4 OF THE BOROUGH CROSSWALKS WERE PAINTED – PROBABLY BY THE STATE</p>

	<p>3. Complete crosswalk improvements around Hightstown High School due to the large number of students who walk from homes in Hightstown</p> <p>4. Improve crosswalk repainting on Wyckoff Mills Road to compliment other high enforcement area projects</p> <p>5. High visibility continental stripes should be used wherever possible</p> <p>6. Where an existing faded traditional parallel paint exists, a ladder design can be used for the repaint, see page 131 in the NJDOT Design Guide</p> <p>https://www.state.nj.us/transportation/eng/completestructures/pdf/NJCS_DesignGuide.pdf</p> <p>Recommendations for crosswalks most in need (19 intersections with 21 crossings to paint):</p> <p>Confirmed on the County schedule: Manlove @ Monmouth Not painted in 2022 Maxwell @ Monmouth Not painted in 2022 Broad @ Monmouth Not painted in 2022 Wilson @ North Main Not painted in 2022 Chamberlain @ North Main Not painted in 2022 William @ North Main Not painted in 2022 Leshin @ South Main Not painted in 2022</p> <p>Confirmed on the Borough schedule: Manlove @Franklin Not painted in 2022 Cole @ Franklin Not painted in 2022 Wyckoff Mills @ Cranbury Station - across Wyckoff Not painted in 2022 Mills and across Cranbury Station Not painted in 2022 Wyckoff Mills @ Hight Road - 2 crosswalks across Not painted in 2022 Wyckoff Mills, crosswalk across Hight Road may be on a private road and the responsibility of the Enchantment community Not painted in 2022 Wyckoff Mills @ Brakeman Court Not painted in 2022 Rogers @ Mercer Painted, not Continental Stripe South @ Mercer Painted, not Continental Stripe Grape Run @ Mercer Painted, not Continental Stripe Summit @ Mercer Painted, not Continental Stripe Westerlea @ Grape Run Not painted in 2022 Westerlea @ Leshin Not painted in 2022 South @ South Main Not painted in 2022</p>	<p>WHEN THEY REPAINTED THE CENTER LINE AND OTHER PAVEMENT MARKINGS THROUGHOUT DOWNTOWN AND SOUTH. DID NOT USE CONTINENTAL STRIPES.</p>
<p>Hightstown Engineer, Public Works</p>	<p>Mini Roundabout at Ward and Maxwell. Pilot painted roundabout cancelled.</p>	<p>Municipal aid grant application submitted 2022</p>

	<p>Committee established to provide input into the County bridge project. Concern is around the east and west approach.</p> <p>Recommended that the County and Borough meet to discuss coordination where the County project meets Borough roadway, with public meeting.</p> <p>Committee dissolved by Mayor pending more definitive plan from the County</p>	
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