

Borough of Hightstown
Complete Streets Committee

12/21/2022 – 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

One tap mobile

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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	

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

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

DISCUSSION:

- Early 2023 Meeting Plans (Infrastructure review w/Engineering, Maintenance review w/Public Works) **Carmela Roberts will be confirmed for our January meeting and Ken Lewis for our February meeting.**
- Vision Zero Ordinance Update **Henry provided a general update. Next steps will be to revisit scheduling an educational presentation to Council in early 2023.**
- Tactical Urbanism Update **Henry provided an update on discussion with Borough Administrator about potential project locations, including a bike corral at Mercer and Rogers. There are some safety concerns since that is a truck route. Joe reported on the presentation to Council by the Cultural Arts Commission on this topic. The Committee discussed a potential street mural on Bank Street at Rocky Brook Park.**
- **Bev reported that she has requested changes to the committee’s page on the Borough website.**
- **The Committee discussed meeting format and community outreach for 2023.**

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
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 12/21/22 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
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. Supply chain issues
Hightstown Complete Streets lead, Public Works,	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.	Need to develop signage list for the 2022 budget.

<p>Police, Administrator</p>	<ul style="list-style-type: none"> • New stops: Wyckoff Mills @ Cranbury Station (4 way), Summit @ Prospect (3 way), Summit and 2nd (4 way) • 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>Dimitri to share list at next meeting</p> <p>Taken out of proposed Capital budget and will be added to Public Works maintenance budget.</p> <p>Will discuss with Public Works next year.</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. Will request status on getting the equipment.</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>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>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 3. Complete crosswalk improvements around Hightstown High School due to the large number of students who walk from homes in Hightstown 4. Improve crosswalk repainting on Wyckoff Mills Road to compliment other high enforcement area projects 5. High visibility continental stripes should be used wherever possible 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>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</p>	<p>ONLY 4 OF THE BOROUGH CROSSWALKS WERE PAINTED – PROBABLY BY THE STATE WHEN THEY REPAINTED THE CENTER LINE AND OTHER PAVEMENT MARKINGS THROUGHOUT DOWNTOWN AND SOUTH. DID NOT USE CONTINENTAL STRIPES.</p> <p>Will discuss with Public Works at maintenance meeting next year.</p>
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	<p>Westerlea @ Grape Run Not painted in 2022</p> <p>Westerlea @ Leshin Not painted in 2022</p> <p>South @ South Main Not painted in 2022</p>	
Hightstown Engineer, Public Works	<p>Mini Roundabout at Ward and Maxwell. Pilot painted roundabout cancelled.</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>	<p>Municipal aid grant application submitted 2022</p> <p>Grant Awarded!</p>
COMPLETED		
Hightstown Borough Attorney, Administrator	<p>Revise truck ordinance. Dimitri reaching out to other municipalities about truck ordinances (including Allentown).</p> <p>Need new ordinance</p> <p>Carmela provided input on this proposal. The existing Allentown ordinance was not authorized by DOT. The new ordinance added a truck ban on local roads, which keeps them on the County Road. It required a traffic study, an engineering study showing turning radius, a County resolution of support and the Borough resolution must be sent to NJDOT for approval. It also adds a speed enforcement zone with mandatory court appearance. An addition to existing speed limit signs is required to say “strictly enforced” and mandatory court appearance.</p> <p>Initial changes implemented in truck ordinance: changes in truck routes, all other streets designated for trucks less than 4 tons, school buses or local deliveries only.</p>	Completed.
County	<p>Enforcement of bike lanes on N. Main. Will install signs on North Main compliant with MUTCD standards to not pass on shoulder. The county approved new signs saying “no passing in bike lane” – the Borough will order and install.</p>	DONE
County, Engineer	<p>Traffic calming. County is committed to 11 foot travel lanes in Hightstown going forward on all county roads as a traffic calming measure.</p>	No further action.
County	<p>Replace faded no parking signs on Monmouth Street</p>	Done (incorrect signs removed)

<p>Hightstown Complete Streets, Administrator</p>	<p>Traffic calming on Wyckoff Mills Road. 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 tables (require planning/water interactions), rumble strips, etc. Carmela expressed concern about rumble strips and speed bumps since they can interrupt drainage and cause pooling of water. She suggests we move with caution and additional research. AARP grant proposal: RRFB signals, Borough commitment would include stripping. Costs exceeded grant after estimates completed. Did not apply.</p>	<p>Move to completed section for now.</p>
<p>Hightstown Council, Borough Attorney, Police</p>	<p>Traffic calming on Wyckoff Mill Road. Add 4 way stop at Cranbury Station Road and Wyckoff Mills Road. Needs ordinance, purchase signs, install. Carmela provided input on NJDOT rules since this is a road that crosses municipal boundaries. A traffic study will be needed and it must show a minimum amount of traffic to qualify for the 4-way stop. Discussed adding a painted mural to the intersection with Cranbury Station Road.</p>	<p>See other projects. 4 way stop deferred in favor of other measures.</p>
<p>Hightstown Council, Borough Attorney, Police</p>	<p>Enforcement of bike lanes on N. Main. Develop and pass an ordinance saying you cannot overtake and pass on shoulder or bike lane. Project lead – Dimitri, Complete Streets sent recommendation letter. Carmela agrees with this approach. Chief supports this. Ordinances need to get back in front of Council.</p>	<p>No passing Ordinance passed COMPLETED</p>
<p>County Sunny, Dimitri</p>	<p>Traffic calming and pedestrian safety. Investigate stalled efforts to complete crosswalks on South Main Street, including painting the pavement at Etra crosswalks installed previously</p>	<p>COMPLETED</p>
<p>Hightstown (Dimitri) & County (Brian Gibson)</p>	<p>Traffic calming on Wyckoff Mills Road. 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 installed RRFB signals on North Main. Council received recommendation from Chief to make Wyckoff Mills Road one way from Mill Run East to North Main. Council agreed. This will prevent trucks from making a turn from North Main to Wyckoff Mills. County will provide signage on North Main and will work with us on other solutions. No parking on Cranbury Station from Monmouth to Wyckoff Mills Road ordinance passed. Awaiting County feedback. RRFB signals completed</p>	<p>One way passed, requested no turn signs off of Main from County, Borough purchased barriers, but won't install short term. ONGOING MONITORING TO EVALUATE COMPLETED No left turn signs for North Main have been ordered by the County. Police did a public information campaign with</p>

		signage about the new traffic pattern
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Mobility Plan Engineering Recommendations, Priority Locations (page 70)

NJ Route 33 / Mercer Street / Franklin Street	Dependency – State DOT, create formal “Problem Statement”	Timing dependent on lead water line replacement schedule.
Summit Street	Issue – septic system creates infrastructure challenge (expensive)	Some additional sidewalk gaps from Stockton to Morrison.
East and West Ward Street	Dependency – Mercer County uses West Ward and planning bridge replacement	Bridge design in development.
Bank Street	In redevelopment area	Pending final approvals to begin work in redevelopment area.
NJ Route 33 / Mercer Street / West Ward Street and South Academy Street	Dependency – State DOT, create formal “Problem Statement”	Outreach initiated Timing dependent on lead water line replacement schedule. Crosswalks at Academy and Mercer updated, ramp moved away from storm grate
NJ Route 33 / Franklin Street / Maxwell Avenue	Dependency – State DOT, create formal “Problem Statement”	Outreach initiated Timing dependent on lead water line replacement schedule.
Maxwell Avenue and East Ward Street	Dependency – Mercer County planning bridge replacement	Bridge design in development. Applied for Municipal Aid Grant for Maxwell and Roundabout at Ward Street
Stockton Street / Oak Lane / Dutch Neck Road / Harron Avenue	Mercer County provided letter of support and resolution for grant application	Safe Routes to School Grant Application denied by NJDOT