

Borough of Hightstown
Complete Streets Committee

9/28/2022 – Committee Meeting

Meeting Minutes

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

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	
Brian Clissold		X
Tim Troxler	X	
Henry Wang	X	

Guests: Michele Demak Epstein, Barbara & Peter Klapsogorge, Chris Maher

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

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

DISCUSSION:

- **Harvest Fair Planning/Preparation The Committee reviewed the materials for display at the booth and discussed the coverage schedule. Booth assignment - #243 near the Dam by the entrance to the parking lot on Main Street.**
- **The Committee discussed the intersection of Ward and Mercer, the site of the recent traffic fatality. The Mobility Plan design recommendations were discussed. Steve reported on recent and planned outreach to the state concerning Route 33 safety issues. Bev shared information from GMTMA on running a bike rodeo (bike safety event) in Hightstown with bike helmet give-away. The Committee discussed the need to engage the school district.**
- **Dave Zaiser reported on a visit to the Klapsogorge home to watch the traffic on North Main Street. He agrees the traffic is moving faster, driving in the bike lanes and the left turns onto Wyckoff Mills Road are a hazard. He recommended we communicate these issues to the County as ongoing challenges. The Committee agreed.**
- **The Committee discussed Vision Zero and policy resolutions enacted by Lawrence and Pennington. Steve will bring it to Council for discussion. Vision Zero is a holistic approach to addressing safety. A resolution can be a policy statement only or it can also enact a task force to create an action plan. DVRPC has submitted an application for federal funding to create a Vision Zero action plan for it's entire planning area, which will encompass state routes. Mercer County is creating a Vision Zero action plan as part of the update to the county master plan transportation element that will encompass county routes. Princeton and Trenton have already established Vision Zero policies and a task force, and are creating their action plans. New Federal funding will be dependent on having a vision zero action plan in place.**
- **The Committee welcomes the new member, Henry Wang.**

PUBLIC COMMENT (3 minutes or submit via email)

Chris Maher commented on the dangers at the Ward and Mercer intersection. Offered to help in working with the state on solutions.

Barbara Klapsogorge thanked the Committee members for making an honest attempt to solve traffic problems. She is in favor of the bike lanes on North Main, but feels that it is has made a difference in a negative way in traffic. She also is concerned about increases in dump trucks due to nearby construction and Michael's Transportation buses stopping in locations that are not official bus stops. Wyckoff Mills Road and North Main continues to be a very bad intersection.

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 9/28/22 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
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.	Need to develop signage list for the 2022 budget.

	<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>Capital budget still pending</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. In proposal</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 do every 1 to 2 years painted. 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>	<p>Joe to schedule meeting with Public Works</p> <p>Prepare a definitive list for Public Works by spring. 3/27 list to Bev, who will compile for Joe to share with Public Works</p> <p>Completed list provided</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</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/completestr eets/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 Maxwell @ Monmouth Broad @ Monmouth Wilson @ North Main Chamberlain @ North Main William @ North Main Leshin @ South Main</p> <p>Confirmed on the Borough schedule: Manlove @Franklin Cole @ Franklin Wyckoff Mills @ Cranbury Station - across Wyckoff Mills and across Cranbury Station Wyckoff Mills @ Hight Road - 2 crosswalks across Wyckoff Mills, crosswalk across Hight Road may be on a private road and the responsibility of the Enchantment community Wyckoff Mills @ Brakeman Court Rogers @ Mercer South @ Mercer Grape Run @ Mercer Summit @ Mercer Westerlea @ Grape Run Westerlea @ Leshin South @ South Main</p>	<p>to painting list? If not, add to 2023 request.</p>
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<p>Hightstown Borough Attorney, Administrator</p>	<p>Revise truck ordinance. Dimitri reaching out to other municipalities about truck ordinances (including Allentown). Need new ordinance 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. 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. Completed.</p>	<p>Steve & Dimitri reviewed with Fred R and discussed with Council. Chief is on board. Will be reviewed with Judge. Will limit what streets commercial trucks 4 tons+ can use, except for local delivery. Speed enforcement zone mandatory court appearances. Fred R and Carmela working on mandatory court appearances. Ongoing. Need Update</p>
<p>Hightstown Engineer, Public Works</p>	<p>Mini Roundabout at Ward and Maxwell. 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 \$3,500 and recommended we purchase some signage as part of the pilot (we need funding/budget for signs). County proposal to do the full infrastructure build design for \$12,283 and Borough would reimburse. Includes survey work. \$12K for “construction” (painted pilot) Painted pilot 2022. After Bridge construction completed in 2023, seek funding for full construction if pilot works. Steve and Dimitri to find out from Carmela and Ken Lewis what we need to purchase for budget recommendation Council allocated \$3500 engineering expenses. Public Works estimate \$1,000 Still value even though the bridge is closed Pulled from budget due to issue related to the equipment needed to paint according to the Engineers specifications.</p>	<p>Committee established to provide input into the County project. Concern is around the east and west approach. Recommended that the County and Borough meet to discuss coordination where the County project meets Borough roadway, with public meeting. Committee dissolved by Mayor pending more definitive plan from the County.</p>

COMPLETED

County	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.	DONE
County, Engineer	Traffic calming. County is committed to 11 foot travel lanes in Hightstown going forward on all county roads as a traffic calming measure.	No further action.
County	Replace faded no parking signs on Monmouth Street	Done (incorrect signs removed)
Hightstown Complete Streets, Administrator	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.	Move to completed section for now.
Hightstown Council, Borough Attorney, Police	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.	See other projects. 4 way stop deferred in favor of other measures.
Hightstown Council, Borough Attorney, Police	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.	No passing Ordinance passed COMPLETED
County Sunny, Dimitri	Traffic calming and pedestrian safety. Investigate stalled efforts to complete crosswalks on South Main Street, including painting the pavement at Etra crosswalks installed previously	COMPLETED

<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. When installed Police will do a public information campaign with signage about the changes to prepare traffic for the change to one-way on Wyckoff Mills.</p>
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Mobility Plan Engineering Recommendations, Priority Locations (page 70)

<p>NJ Route 33 / Mercer Street / Franklin Street</p>	<p>Dependency – State DOT, create formal “Problem Statement”</p>	<p>Timing dependent on lead water line replacement schedule.</p>
<p>Summit Street</p>	<p>Issue – septic system creates infrastructure challenge (expensive)</p>	<p>Some additional sidewalk gaps from Stockton to Morrison.</p>
<p>East and West Ward Street</p>	<p>Dependency – Mercer County uses West Ward and planning bridge replacement</p>	<p>Bridge design in development.</p>
<p>Bank Street</p>	<p>In redevelopment area</p>	<p>Pending final approvals to begin work in redevelopment area.</p>
<p>NJ Route 33 / Mercer Street / West Ward Street and South Academy Street</p>	<p>Dependency – State DOT, create formal “Problem Statement”</p>	<p>Outreach initiated Timing dependent on lead water line replacement schedule.</p>
<p>NJ Route 33 / Franklin Street / Maxwell Avenue</p>	<p>Dependency – State DOT, create formal “Problem Statement”</p>	<p>Outreach initiated Timing dependent on lead water line replacement schedule.</p>

Maxwell Avenue and East Ward Street	Dependency – Mercer County planning bridge replacement	Bridge design in development. Planning 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