

ROUTE 18  
TRANSPORTATION IMPROVEMENTS

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**COMMUNITY  
PARTNERING TEAM**

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CITY OF NEW BRUNSWICK

**STEERING COMMITTEE MEETING NO. 18 REPORT**

PROJECT: ROUTE 18 - Section 2F, 7E, and 11H  
City of New Brunswick  
Middlesex County, New Jersey

DATE: Thursday, April 7, 2005

TIME: 10:00 a.m. - 12:00 p.m.

PLACE: Middlesex County Planning Conference Room, Elks Building,  
New Brunswick, NJ

**ATTENDEES:**

Tony Bene	NJDOT	732-614-7670
Tim Bourne	NJDOT, Traffic Ops North	201-797-3676
Martine Culbertson	M.A. Culbertson, LLC	856-795-8485
Brian Dorf	GPI	732-303-5990
Tony Gambilonghi	MCD of Planning, NBNJ	732-745-3843
Pamela Garrett	NJDOT, E-Team	609-530-2721
Darryl Johnson	Gannett Fleming	908-755-0040
Larry Kolodziej	Middlesex County Engineering Department	732-745-3283
Jeff Lanigan	MBI-GS	609-392-1080
Steve Lavelle	NJDOT, Program Manager	609-530-2546
Tom Loughlin	City of New Brunswick	732-745-5007
John McCleerey	NJDOT, Project Management	609-530-2466
Paul Maticera	MBI-GS	609-392-1080
Steve Mikulak	NJDOT, OCR	609-530-6558
Jack Molenaar	Rutgers University	732-445-2430 X 650
Tom Napolitano	GPI	908-236-9001
Paul Nowicki	Gannett Fleming	908-755-0040
Sharad Rana	NJDOT, Project Coordinator	609-530-2196
JoAnne Schutz	NJDOT	732-828-1093
Camille Sinclair	NJDOT, Communications	609-530-2126
George Ververides	MCD of Planning, NBNJ	732-745-3201
Tim White	City of New Brunswick	732-745-5056
Frank Wong	Rutgers University	732-445-2430 X 604

**MEETING PURPOSE**

To review the project status and schedule, the Communications Plan, Traffic Mitigation Plan, project web site, and to discuss the CPT Pre-Construction Partnering Meeting. (See attached Agenda)



## MEETING SUMMARY

1. After introductions, Steve Lavelle noted that the project is now to go to construction. The purpose of today's meeting is to examine the efforts to address communication and traffic mitigation through the next phase of the project.
2. John McCleerey, the NJDOT Project Manager presented the project schedule. The contract has been awarded to Conti Enterprises. Their web site shows the types of projects they have built. It will take several months for the contractor to generate their schedule and review it with NJDOT.
3. A comment was made regarding the need to have the start date for the New Street replacement phase. The key stakeholders are most concerned with the timing for the closure of New Street. They believe this will cause the greatest traffic impact and an estimate of its duration is needed to determine what efforts can be initiated to aid in traffic congestion relief. ACTION ITEM
4. Tony Bene, the NJDOT Resident Engineer presented a brief overview of current activities. There is asbestos removal at the police station to be completed prior to the advanced demolition. The gas station and former Detmer residence will be demolished and is estimated to be completed by the end of May. Utility work is partially complete except for Verizon. More utility work will be done within the contract as well (Electric in Stage 1 and water sewer work is throughout the project). Most are doing timely work, however some are slow. This is the purpose of getting the work done in an advance contract is to prevent this effort from impacting the project schedule.
5. The pre-construction meeting with the contractor is scheduled for Friday, April 15, 2005 at 10:00 a.m. in Freehold, NJ at the NJDOT building. Steering Committee members are welcomed to attend. The 120-day schedule of work activity will be discussed. The contractor's obligation is to provide their schedule of the first 128 days to NJDOT for review and approval.
6. August or October is the tentative estimated date for the closure of New Street. The discussion at the pre-construction meeting may assist in providing information on the timing for closure and length of closure. Rutgers and the City invited NJDOT to attend a meeting with the consultants, Urbitran who are currently completed a traffic study to examine potential impacts and remediation ideas for when the New Street interchange is closed. The meeting will be Wednesday, April 13, 2005 at the Civic Square Building, 2<sup>nd</sup> floor in the City's Community Development Office. ACTION ITEM
7. Steve provided an overview of the TOPOFF3 effort in New Jersey. A descriptive handout for TOPOFF3 was distributed at the meeting. Steve requested that Martine add text to the Communications Plan to address the actions to take place should there be an impact identified from Homeland Security during the construction staging of this project.
8. Steve Lavelle instructed that the Communications Plan and Traffic Mitigation Plan be put on the project web site once reviewed and approved by NJDOT Office of Communications. Camille Sinclair noted that the documentation is extensive, however it must be an active document with flexibility to change as the tools are implemented during construction.
9. Brian Dorf, the new Communications Team Leader, provided an overview of the communications work effort. He has met with Camille Sinclair, NJDOT Communications Office. He has also met with Bill Bray, PR person from the Mayor's Office and has established contact with Rutgers University and other key stakeholders responsible for public relations and communication within their organizations. He will contact Middlesex County administration to determine the direct contact for PR similar to the Mayor's Office and Rutgers Communication Services. ACTION ITEM

10. Tom Loughlin asked for the status of the City Docks area land purchase. The Green Acres work is completed. The property is in the Right-of-Way department. Tom was informed that the property to date has not changed hands. John McCleerey will follow-up on the status of the City Docks property acquisition. ACTION ITEM

11. The potential location for the field office was discussed. There are areas, which are more favorable, and other, which are not permissible. The police station may have some restrictions due to environmental constraints in that area (contaminated soil or drainage limitations). The City Docks area is a possibility as well as the areas to be open once the demo work is completed at the gas station or at the Detmer property. Concern that the area is very close to residential so it is less favorable site. ACTION ITEM

12. A suggestion was made to test the communication lists currently being created to notify various entities during construction. Testing the system would help to streamline the transition to the construction phase. ACTION ITEM

13. Noise restrictions were raised from the minutes of the kick-off meeting. Tom Loughlin explained that there currently is a noise ordinance so work done outside the hours (7:00 am – 7:00 pm) one must apply for a permit and it would go before City Council to modify the ordinance. A waiver will be needed since work on Saturday's is anticipated on the project and during key stages; the contractor may need to extend work hours. ACTION ITEM

14. Steve discussed the upcoming CPT pre-construction partnering team meeting, which is scheduled for Friday, April 29, 2005 at the Hyatt Regency in New Brunswick. It may also be the construction partnering team meeting for the contractor. The meeting format, logistics and materials to be presented will be discussed at a separate prep meeting at NJDOT. It will be an important meeting for new and old CPT members to make the transition from design to the construction phase.

15. Jack Molenaar Rutgers Planning explained the many changes that Rutgers has begun to implement and consider to assist in address traffic flow and communication during the construction phase. Many internal policy changes have occurred and will continue to occur as needed such as parking restrictions, changing of class schedules, building of more class space at each campus for less travel between the campuses and the examining satellite parking and jitney service options. Steve Lavelle commended Rutgers for their efforts and encouraged the Steering Committee members to encourage other CPT members to begin to look at options to aid in relieving potential traffic congestion. ACTION ITEM

16. A question was raised asking if contact has been made with other projects under construction in the area. A discussion followed with Tony Bene explaining that each contractor will follow their own schedule however NJDOT will reach out to them to coordinate as much as possible. Brian Dorf will make calls to determine who the contact for each project may be or how best to communicate with each other during construction. DEVCO is the major developer/builder in the City and they are a member of the CPT. Brian Dorf will reach out to them. ACTION ITEM

17, Gannett Fleming provided a connection to the internet to present the project web site and examine the web cams in real time. The system was slow. Tim Bourne, Traffic Ops engineer, explained that a number of users can get on the system however it will cause the system to operate slower. The need to present images in quicker real time is to be discussed. Tim is to produce a list of potential users to have access to the site such as the City, Rutgers, and the County and send it to Martine. ACTION ITEM

18. Tim White, the City Engineer questioned the access available to alter signal equipment such as signal phasing or pre-emptive control for emergency vehicles during construction. Each stage of construction may require modifications. A subset of the CPT will meet as part of the Pre-Stage Briefings to review the traffic implications of the stage and determine the adjustments as needed. The CPT Traffic Management Task Force will meet as necessary to address traffic control issues during construction. ACTION ITEM

19. The potential use of the Rutgers radio frequency was discussed. This radio could service as the highway advisory radio with better reception given its ownership. Traffic Ops will coordinate with Rutgers. ACTION ITEM

20. Television and the Rutgers cable station were noted by Brian Dorf as options for sharing information to the general public. Camille Sinclair noted that she would coordinate with Brian Dorf and the contacts for TV, cable, and networks to discuss options for broadcasting information and use of their web cameras to benefit the motorists. ACTION ITEM

21. Steve discussed the upcoming meetings: the CPT meeting agenda will involve intros and new members, project overview, status and schedule, overviews of the communications plan, traffic mitigation plan, construction and traffic staging, and community issues and next steps. Further details and handouts to be discussed later. Martine to set up a CPT review meeting in Trenton the following week. ACTION ITEM

22. Johnson & Johnson has requested a table to be set up for public display of information at their corporate headquarters to inform employees of the upcoming construction. Camille Sinclair and Steve Milulak will coordinate this effort. Brian Dorf will assist with the ability to take the information for this meeting to other stakeholders or organizations which request a brief presentation on the project. ACTION ITEM

23. Camille Sinclair asked for comment on sample display boards produced to convey the project information to general public. Some suggestions were made and certain terms will be revised. Pam Garret to send comments to Camille regarding the environmental items. Members should send comments on the display boards directly to Camille. ACTION ITEM

24. Pam Garrett reviewed the environmental and agency coordination efforts. There will be archeological monitoring during construction as well as dealing with hazardous waste. An environmental control team is to be established to ensure compliance with the regulations and meeting of the project schedule. ACTION ITEM

25. Pam noted that the public might take note of the heavy amount of discharge into the river. The water will be treated but a lot of silt may be noticed and should be communicated to the public that it is necessary to discharge into the river and it is being monitored appropriately. ACTION ITEM

25. A comment was made to determine the timing of proposed dredging of the Raritan River during the period of construction. The dredging effort is currently under review by DEP. John McCleerey to contact Denise Nicols to obtain more information on the dredging plans.

26. A comment was raised that changes in the sequence of construction be notified as soon as possible. It would be very beneficial to have the information and be able to address any implications as soon as possible. It is important to note that the contractor can and will make changes as they see necessary to meet their needs. They are ultimately responsible for constructing the improvements according to contract specs, however when changes are made they need to be communicated as soon as possible. Brian Dorf will assist with this issue and it is an important reason why a Communications Team Leader was assigned to this project.

**ACTION ITEM**

27. Status and discussions concerning the jurisdictional agreements was tabled by Steve. He adjourned the meeting at 12:30 p.m.

**KEY ACTION ITEMS**

1. Establish an environmental control team. (PG)
2. Identify contacts for County PR efforts, radio and TV (BD)
3. Contact the Contractor to discuss the CPT Meeting and potential combining of the contractor partnering meeting with the CPT meeting. (MAC / TB)
4. Attend or coordinate meetings as appropriate:
  - Pre-construction contractor meeting April 15, 2005 in Freehold,
  - Traffic Study meeting – April 13, 2005 in New Brunswick
  - Johnson & Johnson meeting – to be determined

**NEXT MEETING - CPT Meeting No. 17**

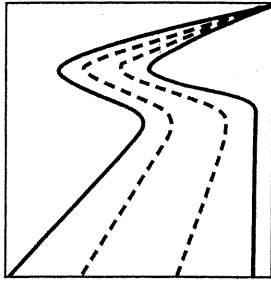
DATE : Friday, April 29, 2005

TIME: 10:00 a.m. – 2:00 p.m.

LOCATION: Hyatt Regency, City of New Brunswick

We believe the foregoing to be an accurate summary of discussions and related decisions. We would appreciate notification of exceptions or corrections to the minutes within three (3) working days of receipt. Without notification, we will consider these minutes to be record of fact.

Martine Culbertson  
CPT Facilitator



## ROUTE 18

TRANSPORTATION IMPROVEMENTS

# COMMUNITY PARTNERING TEAM

CITY OF NEW BRUNSWICK

## STEERING COMMITTEE MEETING NO. 18

### AGENDA

Thursday, April 7, 2005

*Middlesex County Planning Conference Room, Elks Building, New Brunswick, NJ*

*10:00 a.m. – 12:00 p.m.*

Objective: To review project status and schedule, communications plan, traffic mitigation plan, project web site; and to discuss the CPT pre-construction partnering meeting.

#### I. Welcome and Introductions

- Agenda and Goals
- Project Status and Schedule

#### II. Project Items

- TOPOFF 3
- Communications Plan
- Traffic Mitigation Plan
- Web site and Links
- Environmental and Agency Coordination
- Jurisdictional Agreements
- Upcoming Public Meetings Preparation
- Other Items

#### III. Summary and Close

- Action Items / Next Steps
- Closing Comments

