

ROUTE 18  
TRANSPORTATION IMPROVEMENTS  
**COMMUNITY  
PARTNERING TEAM**  
CITY OF NEW BRUNSWICK

**STEERING COMMITTEE MEETING REPORT NO. 15**

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

**DATE:** May 4, 2004

**TIME:** 1:00 p.m. - 3:00 p.m.

**PLACE:** Middlesex Cty. Planning Dept. Conference Room, Elks Building  
City of New Brunswick, NJ

**ATTENDEES:**

Mr. Steve Lavelle (SL)	NJDOT, Div. of Proj. Mgmt.	609-530-2546
Mr. Kiran Patel (KP)	NJDOT, Div. of Proj. Mgmt.	609-530-2498
Mr. Stephen Mikulak (SM)	NJDOT, Office of Community Relations	609-530-6558
Mr. Thomas Loughlin (TL)	City of New Brunswick	732-745-5007
Mr. John Reiser (JR)	Middlesex County Engineering	732-745-3283
Mr. Larry Kolodziej (LK)	Middlesex County Engineering	732-745-3283
Mr. George Ververides (GV)	Middlesex County Dept. of Planning	732-745-3013
Mr. Frank Wong (FW)	Rutgers, The State University	732-445-2430x604
Ms. Martine Culbertson (MC)	M.A. Culbertson, LLC	856-795-8485

**SUMMARY:**

To present project status and schedule, to review outstanding issues; to review outstanding final design issues; to discuss the draft Communications Plan and to determine next steps. (Agenda attached).

**POINTS OF DISCUSSION:**

1. (SL) and (KP) distributed a Project Cost Analysis report for review by the Steering Committee Members. They explained the recommendations and requested that members submit comments by the end of May. City expressed concern for the elimination of Richmond Street pedestrian overpass.

**ACTION ITEM**



2. (SL) discussed the situation with Verizon, which has been elevated. The Commissioner is to address the Verizon funding and relocation design issues with Verizon top management. (KP) explained that to meet the project schedule, NJDOT trying to allow the contractor to do work for Verizon. ACTION ITEM
3. Regarding the advance demolition of the police site, (KP) explained that there is not sufficient time to execute a contract until the main contractor for the project is selected. It is too costly to demo under a separate contract so it has been placed in the project contract as directed by NJDOT management. The City expressed disappointment in not acquiring an early demo contract to remove the police building as soon as possible. They would like this to be reconsidered. ACTION ITEM
4. The jurisdictional agreements must be resolved. Gannett Fleming revised the plans and they are currently in legal review at NJDOT. A coordination meeting to must be set up to establish the jurisdictional agreements. The maintenance of the multi-use path is an outstanding issue, not settled. ACTION ITEM
5. (SL) noted that Traffic Operations North will be installing cameras at two locations. One in front of the Exxon (permanent) and one in front of Gibbons Court (temporary). Each location has two cameras to view both directions.
6. Right-of-way is on schedule: J&J parcel is made up of four parcels, one of which may be NJDOT since J&J are not paying tax on it. Riverside Towers requested parking study within 60 days so to determine how to construct their parking within use. Green Acres approved diversions. (TL) received the list of property condemnations.
7. Traffic mitigation is an important issue for this project:
  - (a) Traffic conditions are difficult now, prior to the construction staging. NJDOT will be maintaining the same number of lanes in each direction.
  - (b) Lane closures will mainly be at night if possible.
  - (c) Interchanges will be closed during certain stages where traffic will be diverted to the other interchanges.
  - (d) The Commissioner will make a presentation to the top management of the businesses and organizations in the City of New Brunswick to acknowledge the traffic situation at present is difficult and that this project is needed to improve traffic flow and safety upon completion.
  - (e) (TL) provided a list of key business CEOs and community leaders to (MC) for inclusion on the invitation list for the Commissioner's presentation. Key leaders from the adjacent communities, counties and the legislature should be added to the list. The contact list will be completed by the end of the week and sent electronically to (SL) and (KP). ACTION ITEM
  - (f) (GV) suggested examining other State's large-scale project community outreach programs such at the Boston Tunnel project and the Hartford CT project.
8. (FW) presented information on Rutgers's Transportation Subcommittee and the Transportation Summit conducted by Rutgers.
  - (a) The final draft report will be presented in May. Rutgers is looking at wide range cultural changes during the construction of this project such as: class scheduling, creating 2 service offices (one on each campus), and dedicated bus lane system to park n'ride facilities. (FW) will email suggestions from the draft report to Steve Lavelle. ACTION ITEM
  - (b) The Transportation Summit developed out of the President's Office to address regional transportation issues. Regional recommendations are to be made regarding the Route 18 project. (FW) will provide information to (SL) once available. ACTION ITEM
9. (MC) has obtained lists of events from some of the key stakeholders for inclusion in the specs. (MC) has also obtained some lists of other construction projects in the area or expected to be in the area while Route 18 is under construction. (MC) to send list in hard copy and electronically to (KP). ACTION ITEM
10. The web site is up and running. The CPT reports have been made into pdf files and Deb Hutton will be putting them on the site. The construction staging is not on the site. There are links on other sites that direct users to the project web site.

11. The status of the Agnew House to be reviewed by the Historic Council. This issue is on going as to whether the house will be moved if feasible. (PG) to coordinate. ACTION ITEM
12. (MC) provided a revised draft Communications Plan and associated flowcharts (3 tiers). (MC) will make revisions based upon the discussions. The draft plan text and charts are to be reviewed by the Steering Committee and then to the Communications Task Force for review. ACTION ITEM
13. (SL) asked for comments on the Project Cost Analysis and on any recommendations for traffic mitigation. He adjourned the meeting at 12:00 p.m.

#### **KEY ACTION ITEMS**

Tom Louglin (City of New Brunswick)

- Items No. 1, 2, 3 and 4

Frank Wong/Bob Spear (Rutgers University)

- Items No. 1, 4, and 8

Kiran Patel (Project Management)

- Items No. 1, 3 and 4

Steve Mikulak (Community Relations)

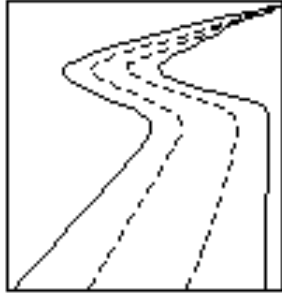
- Item No. 4 and 7e

Martine Culbertson (CPT Facilitation)

- Items No. 7e, 9, 10 and 12

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



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**STEERING COMMITTEE MEETING NO. 15**

**AGENDA**

May 4, 2004

City of New Brunswick, Elks Buidling,  
Middlesex Cty. Planning Conference Room, 1:00 p.m. - 3:00 p.m.

**Objective:** To present project status and schedule, to review outstanding issues; to review outstanding final design issues; to discuss the draft Communications Plan and to determine next steps.

- 1:00 p.m. I. Welcome and Introductions
- Agenda and Goals Lavelle
  - Project Status and Schedule Patel
- 1:30 p.m. II. Project Items
- Final Design Delivery Issues Patel
  - Issues and Recommendations Matrix Lavelle/Culbertson
  - Environmental/Agency Coordination Garrett
  - Draft Communications Plan Culbertson
  - Traffic Mitigation Lavelle
  - CPT/Task Forces/Public Outreach Mikulak/Culbertson
- 2:30 p.m. III. Summary and Close
- Action Items / Next Steps Patel/Culbertson
  - Closing Comments Lavelle



**State of New Jersey Department of Transportation**

Division of Project Management