

Meeting Minutes
Hightstown Borough Council/Planning Board
Master Plan Re-Examination Meeting
April 12, 2011 6:30 pm

The meeting was called to order by Mayor Kirson at 6:30 pm and he read the Open Public Meetings Act statement which stated, "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 advertised in the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office."

The Mayor called for Roll Call

Borough Council

	PRESENT	ABSENT
<i>Councilmember Bibens</i>	✓	
<i>Councilmember Gilmartin</i>	✓	
<i>Councilmember McGinty</i>		✓
<i>Councilmember Musing</i>		✓
<i>Councilmember Quattrone</i>	✓	
<i>Councilmember Woods</i>	✓	
<i>Mayor Kirson</i>	✓	

Also in attendance: Debra Sopronyi, Borough Clerk and Frederick Raffetto, Borough Attorney; Council President McGinty had recused herself from all Borough meetings and business and was therefore absent.

Roll Call

	PRESENT	ABSENT	LATE ARRIVAL
<i>Mr. Emigholz</i>	✓		
<i>Mayor Kirson</i>	✓		
<i>Ms. Laudemberger</i>		✓	
<i>Ms. McGinty</i>		✓	
<i>Mr. Misuira</i>	✓		
<i>Mr. Montferrat</i>	✓		
<i>Mr. Moraitis</i>	✓		
<i>Mr. Pratt</i>		✓	7:35 PM
<i>Mr. Searing</i>	✓		
<i>Mr. Olsen</i>	✓		
<i>Mr. Byrne</i>		✓	8:00 PM

Also in attendance: Susan Jackson, Planning Board Secretary

The Mayor explained that this meeting is a joint meeting of the Borough Council and Planning board to discuss the Master Plan and begin the re-examination process, while the Planning Board has the

ultimate responsibility for the Master Plan, they are seeking input from various organizations and boards in the Borough to assist in their process starting with the Mayor and Borough Council. He then turned the meeting over to Steve Misiura, Planning Board Chairperson, to run the meeting.

Mr. Misiura then called for the flag salute and called on the Planning Board to approve the agenda which was all ayes.

Mayor Kirson then called on the Borough Council to approve the agenda. Councilmember Quattrone moved the agenda as presented, Councilmember Woods seconded, all ayes. The agenda was approved unanimously.

Steve Misiura then opened the public comment period. The following individuals spoke during the public comment period: Fran Palumbo, Tavern on the Lake owner; and Gail Doran, 201 Hutchinson Street. There being no further comments, Mr. Misiura closed the public comment period.

Mr. Misiura explained the Master Plan and the re-examination process, as well as the different elements of the plan; he then explained that this is a workshop meeting and open discussion was encouraged. He then turned the meeting over to Chris Emigholz to facilitate the discussion on the Master Plan.

Mr. Emigholz opened the discussion by stating that the group would work from the worksheet provided by the Borough Planner to facilitate discussion. The group will proceed by addressing each goal as noted in the worksheet. The minutes will reflect the comments of those presented for each goal in a bullet-point format to assist the Planning Board and Planner with their re-examination of the Master Plan.

Goal #1: Protect and perfect a historic town center image for the Borough

- it was suggested that the goal should be protect and perfect historic resources for the Borough
- the minute maid property is not considered historic
- the rug mill played an important role in the history of Hightstown and has some elements of history which should be preserved, but not at the expense of re-development
- the rug mill does not have architectural historic value and whatever development takes place there must fit in to the neighborhood in which it resides.
- the structure of the rug mill itself may be hindering the re-development of the property
- some part of the rug mill's history should be preserved to remind people that the mill existed and played an important role in the Borough's history (i.e. preserving an entryway or bricks to be re-used on the property's re-development)
- shouldn't let the historic character of the rug mill stand in the way of development, but at the same time should try to preserve some of it and balance the two to get it re-developed

Goal #2: Revitalize the central downtown business district and improve the economic viability of the Borough

- there should be more walkability from Summit Street to Hickory Road which could be an expansion of downtown to the Minute Maid site
- the Route 33 corridor study that is now taking place with East Windsor should be considered
- there may be a way to utilize commercial use in this area to expand downtown (i.e. parking a vehicle in this area and walk into downtown)
- it should be apparent when you leave East Windsor and come into Hightstown
- retain the small town feel and make Hightstown an actual destination
- the area of Constellation Bank and the Post Office needs to be better utilized
- possibly establish uniform structures consistent with a town center

- preserve the lake and greenway, expand their uses
- incorporate Peddie School's Master Plan into the Borough's
- need to draw a variety of businesses to make Hightstown a destination

Goal #3: Preserve and enhance the existing residential character of the Borough

- present residential areas need to be improved
- Franklin and Monmouth Streets can be possible extensions of the downtown
- offer incentives to promote single family homes and historic nature of buildings to preserve residential character
- need to reduce cut-through traffic on Borough roads through the use of crosswalks, islands and speed bumps

Goal #4: Improve municipal services including infrastructure as well as operational systems

- the impact of re-development on the sewer plant must be considered
- A utility element in the Master Plan would be useful
- an entire community plan is also needed with an incentive to get residents to replace terra-cotta pipes to reduce infiltration
- long range plans for infrastructure upgrades should be included

Mr. Misiura advised the group that the Planner will take their comments and write the report which will then come back to the Planning Board for editing. The minutes from the various meetings are being used to convey the information gathered to the Planner for her to develop the report. The group felt they had covered a lot of ground in their discussion and would adjourn.

Mr. Emigholz then gave the group homework:

- Review goal #5 and transmit their comments to the Planning Board
- Should there be additional goals? Read and review the additional information under the goals in the Master Plan
- Should the re-examination be everything to everybody and include all aspects or should it prioritize and just include those items we find most important?
- Should Sustainability be an element or included in the other elements of the plan?

Councilmember Quattrone moved to adjourn the meeting at 8:10 pm and Planning Board member Chris Emigholz seconded; the Motion was approved unanimously.

Respectfully Submitted,

Susan D. Jackson

Planning Board Secretary