



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

STEERING COMMITTEE MEETING REPORT NO. 19

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

DATE: Monday, June 6, 2005

TIME: 10:00 a.m. - 2:00 p.m.

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

ATTENDEES

Tony Bene	NJDOT, Construction	732-308-4073
Martine Culbertson	M. A. Culbertson, LLC	856-795-8485
Brian Dorf	Greenman – Pedersen, Inc.	732-303-5990
Tom Dowd	NJDOT, Construction	732-308-4074
Pamela Garrett	NJDOT, Division of Environmental Resources	609-530-2721
Lisa Ginther	MBI-Gluckshaw	609-392-3100
Darryl Johnson	Gannett Fleming	908-755-0040
Larry Kolodziej	Middlesex County Engineering Dept.	732-745-3283
R. Jeffrey Lanigan	MBI-GluckShaw	609-392-1080
Stephen Lavelle	NJDOT, Division of Project Mgmt	609-530-2546
Thomas Loughlin	City of New Brunswick	732-745-5007
John McCleerey	NJDOT, Division of Project Mgmt	609-530-2466
Paul J. Maticera	MBI-GluckShaw	609-392-3100
Steve Mikulak	NJDOT, Community Relations	609-530-6558
Jack Molenaar	Rutgers	732-932-6966
Amy Polachak	NJDOT, Environmental Services	609-530-5353
Joanne Shultz	NJDOT, Construction	732-828-1095
George Ververides	Middlesex County Planning Dept.	732-745-3013

MEETING PURPOSE

To review project status and schedule, discuss information obtained at CPT Meeting No. 17 and determine next steps for construction briefings and community outreach. (Agenda attached)



POINTS OF DISCUSSION

1. Steve Lavelle opened the meeting and requested the project status. John McCleerey noted that the contract is executed and should begin around the second week of Jul. The field office is in negotiation, most likely near the police station property near Albany Street Bridge. Tony will provide field office information once determined. ACTION ITEM
2. There is an environmental issue with the property site regarding crush stone, which Pam Garrett is working on this week with Bob Cubberly, DEP LURP, to resolve. ACTION ITEM
3. Current construction activity includes the advanced demo projects and utility work. Tony Bene said both are progressing and the demolition work should be completed in an estimated 5 to 6 weeks. There is a delay at the police station due to asbestos roofing. The utilities are continuing.
4. Conti will be conducting a three-day construction partnering effort on June 15, 16 and 17. The City, Rutgers, and the County will be part of June 16th. John McCleerey will follow-up with Pat Hogan to obtain the details on agendas and logistics. ACTION ITEM
5. Conti has received a noise waiver to work after 9:00 pm from City Council. It must be renewed annually.
6. Tom Loughlin noted the neighborhood concerns regarding the noise wall near the Carpenter Road neighborhood. When the current concrete wall is removed (Stage 2), the request from the neighborhood is to put up the new wall as soon as possible due to safety, noise, pollution, and to buffer from construction debris and activity (not wait until Stage 5). Darryl Johnson explained that the area is very tight for construction activity and that the reason part of the wall was not to be constructed until a later stage is due to the area needed for the construction of the George Street interchange. This issue requires further discussion with the contractor to determine what may be feasible and options for temporary buffering until the permanent structure is in place. ACTION ITEM
7. Tony Bene asked Darryl Johnson and Pam Garrett for the specific requirements for placed of the seismographic equipment for monitoring vibration. The three locations are Rutgers Antilles Field wall, the Music Building, and the Agnew House. Conti is asking where to place the monitors, and Conti is taking a photo record of the project area. Darryl Johnson noted that other homes were outside the vibrations area. Pam Garrett and Darryl Johnson are to assist Tony with specific locations to inform Conti. ACTION ITEM
8. Steve Lavelle requested the status of the Jurisdictional Agreements and noted the two aspects: the construction of the Richmond Street pedestrian overpass and the County facility in Boyd Park to be built later. The Jurisdictional Agreements Meeting is scheduled for Monday, June 13, 2005 at 10:00 am at the Elks Building. John McCleerey directed Darryl Johnson to provide the latest copy of the Jurisdictional Agreements and maps for Steering Committee members to review prior to Monday. Darryl Johnson to send updated materials to Steve Mikulak, the City, Rutgers, and the County. Larry Kolodziej and George Ververides will check on whom from the County should attend the meeting. ACTION ITEMS

9. Pam Garrett to provide a process for establishing and implementing an Environmental Control Team for the construction phase of this project. The purpose of the ECT is to keep agency contacts informed and meet once a month on site. Representatives will include environmental mitigation and cultural resource entities such as DEP, Green Acres, SHPO, and archeology. Amy Polachak to work with Martine Culbertson in assisting Pam with the process and implementation. ACTION ITEM

10. The Agnew House continues to be in discussion regarding the movement of the property that is in the Right-of-Way agreement process. Steve Lavelle requested minutes from meetings on compliance issues (archeological, cultural resource or hazardous). ACTION ITEM

11. An aesthetic material control group will also meet to review the elements that were developed during the design phase to ensure quality, consistency and compliance with SHPO. This includes the landscaping commitments made with neighborhoods and the City. Members and meeting logistics are to be determined at a later Steering Committee Meeting. ACTION ITEM

12. Tom Loughlin noted that there might be community concern for the amount of trees to be removed in the project area. It will be a significant visual change to the area. A total of nine acres will be removed and three acres will be replaced. He asked that the contractor try to limit the amount especially of the very mature trees, where possible, especially in the neighborhood areas and Boyd Park. This is an issue to be raised with the contractor and the Environmental Control Team. ACTION ITEM

13. Brian Dorf will provide a report of deficiencies or needs for implementing communications through the network as defined in the Communications Plan. It should identify technology (telephone lines, web, and database support), communication methods, missing links, and presentation opportunities/needs (J&J, KMM). ACTION ITEM

14 Brian noted a limitation of the NJDOT system to send emails out to a maximum of 20 individuals at a time in testing the email options for sharing information. Steve Lavelle directed Brian to send any requests for press releases or media interests to Mark Lavorgna, NJDOT Office of Communications. Brian's role is to work directly with Tony Bene and John McCleerey regarding community coordination, issues tracking and responding to inquiries related to construction activities and traffic management. Brian will be developing the pre-stage briefings with assistance from Martine Culbertson. ACTION ITEMS

15. Tony Bene recommended a meeting with the key stakeholders tentatively bi-monthly at the field office to review the routine and anticipated construction activities. It would also be an opportunity to review incident management needs that may need modification due to changing circumstances. Fax transmittals to be sent weekly to inform key stakeholders of construction activity and given the information disseminated, a determination can be made to warrant a meeting of the stakeholders as needed. Conti will have a meeting space at the field office available. Brian Dorf and Martine Culbertson will provide a list of the key stakeholders for the fax transmittal and those to attend bi-monthly meetings for Steve, John and Tony to review. ACTION ITEM

16. Brian Dorf to contact the CPT members who were unable to attend CPT Meeting No. 17 to introduce himself and assess any concerns or questions they may have. He will also follow-up with the members who attended the meeting to obtain feedback on their interests, determine best mechanism to information exchange (email, phone, fax) and survey the project web site impact. ACTION ITEM

17. It was acknowledged that not all construction projects are with DEVCO, therefore Brian Dorf will create an on-going construction contact database. In coordination with DEVCO and the other organizations such as Matrix and Rutgers, Brian can attempt to obtain project activity schedules which may assist in communication coordination between Tony, Conti and the other contractors in the area. ACTION ITEM

18. The Steering Committee then reviewed the group issues and individual issues provided at CPT Meeting No. 17. See the attached matrix that consolidated the list.

(a) Darryl Johnson to provide information to John and Tony on traffic signals to determine control during construction.

(b) John McCleerey to work with Tom Loughlin regarding Police Agreement

(c) Tony Bene to work with Conti on towing contract

(d) Brian Dorf to be added to the KMM list and to Rutgers list so to be aware of information alerts from those organizations ACTION ITEMS

19. Steve Lavelle closed the meeting noting the following action items:

(a) Brian Dorf - provide report on network needs

(b) John McCleerey - provide Police Agreement and the Jurisdictional Agreements

(c) Darryl Johnson - provide latest version of Jurisdictional Agreement and maps, location for vibration monitors, and info on traffic signals

(d) Pam Garrett - develop environmental control team process

20. Upcoming meetings are the Jurisdictional Meeting - Monday, June 13th and the Conti Construction Partnering Meeting - June 15, 16 and 17th.

KEY ACTION ITEMS

Tom Loughlin (City of New Brunswick)

- Items No. 6, 8, 12

Larry Kolodziej/George Ververides (Middlesex County)

- Items No. 8

John McCleerey (Project Management)

- Items No. 4, 6, 8, 11, 12, 18b, 19b

Tony Bene (Resident Engineer)

- Item No. 1, 6, 7, 9, 10, 11, 12

Pam Garrett (Project Management-Environmental Services)

- Items No. 2, 7, 9, 10, 11, 12, 19d

Darryl Johnson (Gannett Fleming)

- Item No. 7, 8, 18a, 19c

Brian Dorf (Communications Team Leader)

- Item No. 13, 14, 15, 16, 17, 18d, 19a

Martine Culbertson (CPT Facilitation)

- Items No. 9, 11, 14

NEXT MEETING - Jurisdictional Agreements Meeting

Date: Monday, June 13, 2005

Time: 10:00 am - Noon

Location: Middlesex Planning Conference Room, Elks Bldg., 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

STEERING COMMITTEE MEETING NO. 19

AGENDA

Monday, June 6, 2005

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

10:00 a.m. – 2:00 p.m.

Objective: To review project status and schedule, discuss information obtained at CPT Meeting No. 17 and determine next steps for construction briefings and community outreach.

- 10:00 a.m. I. Welcome and Introductions
- Agenda and Goals
 - Project Status and Schedule
 - Advanced Construction
 - Contractor Activities
- 10:30 a.m. II. Project Items
- Environmental Control Team
 - Noise Walls
 - Jurisdictional Agreements
 - Communications Network and Strategy
 - Contractor Partnering
 - Public/Stakeholder Meetings
 - Construction Briefings
 - CPT Meeting No. 17 Review
- 1:30 p.m. III. Summary and Close
- Action Items / Next Steps
 - Closing Comments