

NEW JERSEY DEPARTMENT OF TRANSPORTATION
ROUTE 18, SECTION 2F, 7E & 11H
City of New Brunswick, Middlesex County
COMMUNITY PARTNERING TEAM

PARTNERING STRATEGY MEETING REPORT

April 20, 1999

DATE: April 20, 1999
TIME: 11:00 a.m. - Noon
LOCATION: Council Chambers, City Hall, City of New Brunswick

ATTENDEES:

Mayor James Cahill
Edward Kozack
Rick Lloyd
Bob Spear
George Ververides
Frank Wong

REPRESENTING:

City of New Brunswick
Rutgers, State University of NJ
Johnson & Johnson
Rutgers, State University of NJ
Middlesex County Planning
Rutgers, State University of NJ

Bill Birch
Martine Culbertson
Bill Cochran
Mike Morgan
Paul Nowicki

NJDOT
M. A. Culbertson
NJDOT
Gannett Fleming
Gannett Fleming

1. PURPOSE OF MEETING

The purpose of this meeting was to introduce the project study team consultants, present the community involvement initiatives, identify potential participants, and determine the logistics for the first community partnering team meeting (Agenda attached).

2. MEETING SUMMARY

Bill Cochran, NJDOT opened the meeting and introduced the engineering consultants, Gannett Fleming. He then asked the participants to introduce themselves and passed the meeting over to Paul Nowicki, Project Manger from Gannett Fleming. Paul presented a brief update on the project and explained the importance of public involvement as part of the project process and to build community consensus. He asked Martine Culbertson to discuss the public involvement plan and community initiatives.

Martine distributed a copy of the Public Involvement Action Plan which describes the partnering concept and steps to be implemented to achieve community consensus and move the project forward. She then asked for the plan to be reviewed by the participants and any comments sent to the project team.

A list of potential participants was distributed and the group was asked for their comments and for any names of individuals or organizations which should be part of the team as either a

member or an invited guest. Members are vested stakeholders who represent a broad constituent base, a number of issues and are expected to actively participate in providing input and disseminating information. Invited guests are part of the process however, they represent limited interests and often their main concern is to be kept informed. They are welcomed to attend and observe, but participation in decision-making discussions is at the discretion of the members of the team. The list was modified and will be redistributed once the issues assessments are conducted for the team.

Sample materials and resources for the community partnering team were presented including team handbooks, presentation display boards and other meeting items. Logistics were then discussed for the first meeting. Tuesday, May 18, 1999 from 9:00 a.m. to 11:00 a.m. was tentatively set and will be confirmed once the assessments are completed. The conference room at the Middlesex County Planning Office Building was offered by George Ververides and it was agreed upon for the location of the first meeting.

In summary, Martine asked for feedback from the attendees on the meeting and the construction partnering team concept. The comments included: consideration of appropriations to keep the project moving forward; the plans for a Pedestrian/Bike Path near Boyd Park be incorporated into this project; concern that the general public are able to distinguish the Route 18 extension project from this Route 18 improvement project; a need for the properties which have been acquired to be removed; and a request to have this group meet regularly as a steering committee for the community partnering team in order to assure implementation of actions. Any media questions which arise concerning the project should be referred to Mr. John Dourgarian at the NJDOT Press Office (609-530-2124). Meeting was adjourned at 12:15 p.m.

3. ACTION ITEMS

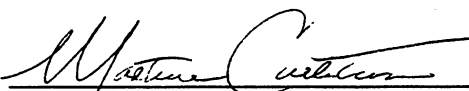
- Attendees review the Public Involvement Action Plan and list of potential participants. Provide any comments to project study team via phone, fax, or email.
- Martine Culbertson conduct issues assessment, confirm date of first Community Partnering Team meeting, prepare draft agenda, handbook and materials.
- Paul Nowicki review project items and meeting agenda items with Bill Birch, Bill Cochran and the project study team.
- Project Study Team distribute meeting report and notice for next meeting.

4. NEXT MEETING

Date: Tuesday, May 18, 1999
Time: 9:00 a.m. - 11:00 a.m.
Location: Middlesex County Planning Board Office Conference Room
40 Livingston Avenue, New Brunswick, NJ

Report prepared by:

Project Study Team


Martine Culbertson, CPT Facilitator

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ROUTE 18, SECTION 2F, 7E & 11H
City of New Brunswick, Middlesex County
PUBLIC INVOLVEMENT PROGRAM

PARTNERING STRATEGY MEETING

April 20, 1999

AGENDA

I. Welcome and Introductions

II. Objective, Goals, and Desired Outcomes for the Program and Partnering Team

III. Present Public Involvement Action Plan

- Initiatives
- Schedule
- Next Step

IV. Procedural Items for Community Partnering Team Meeting

1. Determine Participants - stakeholders, alternates, study team, guests, press
2. Issues Assessment - meetings / telephone surveys
3. Structure/Organization - roles and responsibilities of project team and participants
4. Meeting Format / Design - time frame, set-up, meeting minutes and reports
5. Meeting Materials - agenda, handouts, name tags, handbooks, maps, newsprint
6. Meeting Logistics - when, where, scheduling
7. Invitation Letter - mailing list, directions sheet to be included
8. Resources - study team, technical support, others

V. Closure and Action Items