

**Meeting Minutes
Hightstown Borough Council
Budget Meeting
March 24, 2016
7:00 p.m.**

The meeting was called to order by Mayor Quattrone at 7:03 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 sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk’s office.”

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Hansen</i>	✓	
<i>Councilmember Kurs</i>		✓
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Montferrat</i>	✓	
<i>Councilmember Stults</i>		✓
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Henry Underhill, Borough Administrator; George Lang, CFO.

APPROVAL OF AGENDA

Councilmember Montferrat moved the agenda for approval, Councilman Misiura seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Misiura and Montferrat voted yes.

Agenda approved 4-0.

PUBLIC COMMENT

Mayor Quattrone opened public comment period. Mayor Quattrone asked that the record show there were no public in attendance.

There being no comments, Mayor Quattrone closed the public comment period.

BUDGET DISCUSSION

CFO, George Lang talked about previous budgets and pointed out that the budget has not changed much since 2010. Mr. Lang talked about the Borough’s existing debt and the 1.5 cent proposed tax increase. He feels that this is a stable tax rate which will help prepare for the 2017 budget. Whatever money is not spent in 2016 will go into surplus for 2017 which will help offset a tax increase. Mr. Lange went on to discuss notes that are coming due in June and how the Borough will need to sell bonds. He recommends doing this sooner rather than later as he is concerned about rates going up.

There was discussion regarding Trust Funds. Mr. Lang explained that trust funds are not part of the budget. These funds are “earmarked” for specific purposes and can only be used for said purpose.

There was discussion regarding RISE and Better Beginnings Donor Agreements and budgets for the Borough’s boards and committees. Council discussed the services that both RISE and Better Beginnings provide to the community. They also discussed how the Borough supports both of these organizations more than just financially. After discussion, it was decided that the amount agreed upon in the donor agreements for both organizations would be decreased.

Council discussed boards and commissions raising their own funds and Council increasing budget lines for them. After discussion it was decided that the budget for the Cultural Arts Commission would be increased. Mr. Lang talked about adjusting line items to account for the donor agreements.

There were questions regarding specific line items in the budget which Mr. Lang clarified for Council.

Council agreed that they were comfortable with the current budget and are ready to introduce at the April 4, 2016 meeting.

ADJOURNMENT

Councilmember Bluth motioned to adjourn at 8:27 p.m.. Council President Hansen seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk