

**Meeting Minutes
Hightstown Borough Council
Workshop Meeting
April 4, 2016
7:30 p.m.**

The meeting was called to order by Mayor Quattrone at 7:35 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; Fred Raffetto, Borough Attorney; Carmela Roberts, Borough Engineer.

APPROVAL OF AGENDA

Councilmember Kurs moved the agenda for approval; Councilmember Stults seconded.

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

Agenda approved 6-0.

APPROVAL OF MINUTES

Councilmember Kurs moved the March 7, 2016 executive session minutes for approval; Councilmember Misiura seconded.

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

Minutes approved 6-0.

Councilmember Kurs moved the March 7, 2016 workshop session minutes for approval; Council President Hansen seconded.

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

Minutes approved 6-0.

Council President Hansen moved the March 25, 2016 budget meeting minutes for approval; Councilmember Bluth seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Misiura voted yes. Councilmembers Kurs and Stults abstained.
Minutes approved 4-0 with 2 abstentions.

PRESENTATIONS

Parks & Recreation Commissions – Update

Stacey Judge, Chair of the Parks and Recreation Commission gave an update on the commission's planning meeting that recently took place.

Association Park (Gazebo) – The Shakespeare in the Park program and Concerts in the Park will be expanded this summer. They are also looking into exercise programs to include yoga, mindful movement and kid's fitness.

Rocky Brook Park – The Latino Festival will be back again in July. They are looking into expanding the Community Garden to include Bees and a kids program.

Memorial Park – Friday Night Farmers Market will continue this year, as will the open water swim on Friday evenings and Saturday mornings for those wishing to prepare for the Triathlon.

Triathlon – Will be held on 9/11 this year. This year they will be including fire and color guard. The medal will be a patriotic and honor 9/11. The finish line this year will be at Dawes Park.

National Parks 100th Anniversary – Parks and Rec has partnered with Meadow Lakes in sponsoring a National Park exhibit. Meadow Lakes will be receiving the National Parks Exhibit as part of the Treasured Lands Project. The exhibit is a photographic exhibit with 59 different color pictures of all the National Parks as well as information about each of the one.

Girls on the Run Program – Spring Point is interested in co-sponsoring this program. Girls on the Run is a mentor, tutoring and life skill program. This would be a 12 week program that would take place in the fall.

Ms. Judge ended by thanking her commissioners and asking the public to please contact her if they are interested in volunteering.

ENGINEERING ITEMS

Mandatory Flood Ordinance

Carmela Roberts, Borough Engineer, spoke about the Mandatory Flood Ordinance that the Borough needs to adopt. New Jersey Department of Transportation adopted new flood maps that will become effective July 2016. The Borough needs to ADOPT an updated ordinance by July of 2016. NJDOT needs to approve the ordinance BEFORE introduction. This ordinance needs to be updated and adopted for the Borough to stay in the Flood Insurance Program.

Ms. Roberts went on to explain that on the new maps, the old Borough Hall is not in the flood zone and the Fire House is "mostly" not in the flood zone. New Jersey DOT forwarded a sample ordinance which is very similar to the ordinance that the Borough already has in place. She reiterated that the ordinance must be approved by the NJDOT before introduction and that the Borough must adopt the ordinance by July 20, 2016.

After discussion, it was decided that Mr. Raffetto, Borough Attorney, would review the ordinance before it is sent to the DOT for approval.

Walking Bridge Update

Ms. Roberts explained that we have made two submissions to the DOT; one for permitting and one for the requirement for the federal funding and they are under review. We cannot move forward until we receive approval. She will keep Council up to date with where we are in the process.

At this time, Ms. Roberts exited the meeting.

PUBLIC COMMENT

Mayor Quattrone opened public comment period I and the following individuals spoke:

Scott Caster, 12 Clover Lane – Stated that he is happy about the sign ordinance. Please make it strong and fair. Also stated that we are short in revenue every year because of the school system. Hightstown suffers because of the regional school district.

Francoise LaForge, 4 Quarry Court, East Windsor – Requested that Council please grant consent for the May 1st Parade for Unidat without requiring insurance. Stated that they have never needed insurance in the past and there have never been any issues with the parade. Continued by stating that they are a poor organization and the cost of insurance is a burden for them. Ended by stating that the demonstration is a form of free speech for immigrants to speak for themselves.

Lucia Cruz, B11 Gardenview Terrace, East Windsor – Requested that Council grant permission for Unidat’s Parade on May 1st. There has never been any incidents in the past. This gives immigrants a voice because they cannot vote. This is a passive event that brings issues to light.

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

ORDINANCES

2016-10 First Reading and Introduction An Ordinance Amending and Supplementing Chapter 29, Entitled “Projecting Signs”, and Section 18 Entitled “Commercial and Highway, Business and Industrial Zones – C-1, CC-2, HC and I” of the Revised General Ordinances of the Borough of Hightstown, New Jersey.”

Councilmember Montferrat moved Ordinance 2016-10 for introduction; Councilmember Stults seconded.

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

Ordinance introduced 6-0. Public Hearing to be held April 18, 2016.

ORDINANCE 2016-10

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 29, ENTITLED “SIGNS”, SECTION 15, ENTITLED “PROJECTING SIGNS”, AND SECTION 18 ENTITLED “COMMERCIAL AND HIGHWAY, BUSINESS AND INDUSTRIAL ZONES – CC-1, CC-2, HC AND I” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY.”

WHEREAS, the Zoning Official has requested certain changes to Chapter 29 of the “Revised General Ordinances of the Borough of Hightstown, New Jersey” to establish uniformity in signage, create an aesthetically pleasing environment and maintain a safe pedestrian environment; and

WHEREAS, the Planning Board has reviewed the request of the Zoning Officer and has recommended the changes to Chapter 29, entitled “Signs” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey” to the Borough Council for their consideration; and

WHEREAS, the Borough Council has reviewed the recommended changes and concurs that the changes are appropriate and would enhance the Borough for businesses and residents alike.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Hightstown as follows:

Section 1. Chapter 29 “Signs”, Section 15, entitled “Projecting Signs” is hereby amended as follows (underline for additions, strikethroughs for deletions):

29-15 Projecting Signs.

- A. Projecting signs shall contain only the name and type of business and logo. The sign shall project the image of the business.
- B. The sign shall be located so it does not block or obscure important architectural elements of the façade, with the best location being either of the front corners of the structure or above the entrance. The sign shall be located at the top of the first floor level or between the first floor and second floor. The bottom of the sign shall be at least seven (7) feet above the ground.
- C. One projecting sign may be erected per floor level for each street frontage.
- D. A projecting sign is not allowed if there is a portable sign.
- E. The bracket shall be black wrought iron. The bracket is to be securely mounted to the building.

Graphics on a decorative bracket will be included in calculating the sign area. The bracket is to be removed if there is no sign hanging from the bracket and all of the mounting holes must be filled in to match the surrounding façade.

The sign material shall be solid wood, metal, composite material or acrylic fiber fabric. The sign shall have a finished, professional appearance.

The projecting sign shall be divided into two categories:

- 1. Standard Projecting Sign

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Shall be limited to seven (7) square feet and shall project no more than four (4) feet from the side of the building in the HC zone and no more than three (3) feet in the CC-1 and CC-2 zone or registered businesses in the RPO Zone and Residential Zone.

2. Creative Projecting Sign

- a. The sign area for text, messages, and logo shall be limited to seven (7) square feet.
 - b. The total overall size of the Creative Projecting Sign shall be a maximum of ten (10) square feet. The extra three (3) square feet may be used to create a sign with visual appeal. Creative visual appeal shall include one or more of the following:
 1. Graphic depicting the type of business on the sign.
 2. Graphic depicting the type of business on the wrought iron bracket.
 3. The shape of the actual sign being non-rectangular.
- The sign shall project no more than four (4) feet from the side of the building in HC zone and no more than three (3) feet in CC-1 and CC-2 zone or registered businesses in the RPO zone and Residential zone.

H. The sign must be properly maintained at all times. Any sign that is weathered, faded, peeling, cracking or otherwise deteriorated must be replaced.

I. Internal lighting of the projecting sign is not permitted.

J. All projecting signs must be approved in advance by the Zoning Officer.

Section 2. Chapter 29 "Signs", Section 18, entitled "Commercial and Highway, Business and Industrial Zones – CC-1, CC-2, HC and I" is hereby amended as follows (underline for additions, strikethroughs for deletions):

29-18. Commercial and Highway, Business and Industrial Zones – CC-1, CC-2, HC and I.

Signs can enhance the image and appearance of Hightstown. In the above zones, the following signs only shall be permitted:

- A. *Facade sign.* One (1) facade sign may be erected facing each street frontage with direct vehicular access from that street. The sign area shall not exceed ten percent (10%) of the total facade area, including window and door area, or forty (40) square feet per sign, whichever is less. Sign must be applied directly to the facade and not project more than eight (8) inches.
- B. *Freestanding sign.* One (1) freestanding sign may be erected on each street frontage that contains a minimum of one hundred (100) feet of frontage and with direct vehicular access from that street. The maximum permitted sign area shall be forty (40) square feet per sign and the height of the sign shall not exceed thirty (30) feet.
- C. *Window signs* not to exceed ten (10%) percent of the total glass area and installed on the inside of the window. Lettering shall be limited to three colors.
- D. *Changeable copy signs* in accordance with 29-8 of this chapter.
- E. *Directional signs* in accordance with 29-9 of this chapter.
- F. *Directory signs* in accordance with 29-10 of this chapter.
- G. *Grand opening signs* in accordance with 29-12 of this chapter.

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H. *Window signs* in accordance with 29-14 of this chapter.

I. *Signs* in accordance with 29-6 of this chapter.

J. 4 A Frame Signs. One sign may be erected per each street frontage. Each sign shall be six square feet, three feet in height and two feet in width, and shall be permitted in the H-C, CC-1 and CC-2 Zones only. Such signs shall be limited to professionally manufactured type signs which may only be displayed during hours of operation and shall be removed promptly upon closing of business each day. All portable signs shall also be subject to Section 29-3B and Section 29-22, and shall be securely held in place on sidewalks consisting of a minimum of six (6) feet in width so as to permit a clear and safe passageway around the sign of at least four (4) feet. An Indemnification Agreement shall be executed between the permit holder and the Borough and an Insurance Certificate provided in an amount required by the Borough which shall name the Borough as an additional insured.

1. One A Frame sign may be displayed per floor level for each street frontage.
2. An A Frame sign is not allowed if there is a projecting sign.
3. An A Frame sign shall be permitted in the H-C, CC-1 and CC-2 zones only.
4. The sign shall be professionally manufactured with a finish appearance. No paper, fiberboard, foam core board, corrugated paper or unfinished wood materials shall be permitted. A finished sign is required on both sides of the A frame sign.
5. 'Slide in letters' are not permitted.
6. Highly reflective materials are not allowed.
7. The sign may not be illuminated.
8. The sign may only be displayed during hours of operation and shall be removed promptly upon closing each day.
9. The sign is also subject to Section 29-3B and Section 29-22
10. An Indemnification Agreement shall be executed between the permit holder and the Borough and an Insurance Certificate provided in an amount of one million dollars (\$1,000,000.00) which shall name the Borough as additional insured.
11. The total size of the A frame sign shall be a maximum of nine (9) square feet. The sign area for the text or message is limited to six (6) square feet, three feet in height and two feet in width. The remaining three square feet may be used to create a sign with visual appeal. The creative use of color, typeface, message or the shape or outline of the sign shall be used to attract attention. Creative visual appeal shall include one or more of the following:

- a. Graphic depicting the type of business on the sign.
- b. The shape of the actual sign being non-rectangular.
- c. Decorative elements which reinforces the image of the business.

12. Plain, simple a frame signs will not meet the creativity requirement.

13. Plastic signs are not allowed.

14. The sign can only be located in the area designated by the Zoning Officer.

15. The A frame sign must maintain a four (4) feet clear passageway and not cause a hazard to pedestrians or people exiting parked cars. A clear and safe passageway around the sign is required. The sidewalk must be a minimum of six (6) feet in width.

16. The A frame sign must be properly weighted so that it does not create a hazard to pedestrians or vehicles due to strong winds.

17. The A frame sign must be properly maintained at all times. Any sign that is weathered, faded,

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peeling, cracking or otherwise deteriorated must be replaced.

18. Any A frame signs that are a safety issue or do not meet the requirements of this ordinance may be subject to removal by the code enforcement office.

19. All A frame signs must be approved in advance by the Zoning Officer.

K. Projecting signs in accordance with 29-15 of this chapter.

Section 3. Severability. If any sentence, paragraph or section of this Ordinance, or the application thereof to any persons or circumstances shall be adjudged by a court of competent jurisdiction to be invalid, or if by legislative action any sentence, paragraph or section of this Ordinance shall lose its force and effect, such judgment or action shall not affect, impair or void the remainder of this Ordinance.

Section 4. Effective Date. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 5. Repealer. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

2016-11 First Reading and Introduction An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A.: 4-45.14)

Councilmember Kurs moved Ordinance 2016-11; Councilmember Stults seconded.

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

Ordinance introduced 6-0. Public Hearing to be held April 18, 2016.

Ordinance 2016-11

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, *N.J.S. 40A: 4-45.1 et seq.*, provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, *N.J.S.A. 40A: 4-45.15a* provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Mayor and Council of the Borough of Hightstown in the County of Mercer finds it advisable and necessary to increase its CY 2016 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Mayor and Council hereby determine that a 3.5% increase in the budget for said year, amounting to \$187,053.97 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Mayor and Council hereby determine that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2016 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and *N.J.S.A. 40A: 4-45.14*, be increased by 3.5%, amounting to \$187,053.97, and that the CY 2016 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, be filed with said Director within 5 days after such adoption.

2016-12 First Reading and Introduction A Bond Ordinance Providing for the Rehabilitation of East Ward Street in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$550, 000 Therefor and Authorizing the Issuance of \$250,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof.

Councilmember Misiura moved Ordinance 2016-12; Council President Hansen seconded.

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

Ordinance introduced 6-0. Public Hearing to be held April 18, 2016

Ordinance 2016-12
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**BOND ORDINANCE PROVIDING FOR THE REHABILITATION OF
EAST WARD STREET IN AND BY THE BOROUGH OF
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY,
APPROPRIATING \$550,000 THEREFOR AND AUTHORIZING THE
ISSUANCE OF \$250,000 BONDS OR NOTES OF THE BOROUGH TO
FINANCE PART OF THE COST THEREOF.**

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of

\$550,000, including the \$300,000 Grant from the State of Jersey Department of Transportation expected to be received (the "State Grant"). Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement since the project described in Section 3(a) hereof is being partially funded by the State Grant.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$250,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is the rehabilitation of East Ward Street, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$250,000, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$50,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or if other than as referred to in Section 1 hereof, to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder

shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Introduction of 2016 Budget

Councilmember Kurs moved the 2016 Budget for introduction; Council President Hansen seconded.

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

2016 Budget Introduced 6-0. Public Hearing scheduled for May 16, 2016.

RESOLUTIONS

Resolution 2016-86 Authorizing Payment of Bills

Councilmember Stults requested that item # A0162 Allen & Stults Co. and item # G0171 George E. Conley Electric be pulled from the bill list and voted on separately.

Councilmember Bluth moved Resolution 2016-86 as amended; Councilmember Kurs seconded.

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

Councilmember Montferrat moved item #A0162 for payment; Councilmember Bluth seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura and Montferrat voted yes; Councilmember Stults abstained.

Councilmember Kurs moved item #G0171 for payment; Councilmember Bluth seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Kurs, Misiura and Montferrat voted yes; Councilmember Stults abstained.

Resolution adopted 5-0 with 1 abstention.

Resolution 2016-86
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING PAYMENT OF BILLS

WHEREAS, certain bills are due and payable as per itemized claims listed on the following schedules, which are made a part of the minutes of this meeting as a supplemental record;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the bills be paid on audit and approval of the Borough Administrator, the appropriate Department Head and the Treasurer in the amount of \$903,838.70 from the following accounts:

Current		\$69,698.64
W/S Operating		51,257.74
General Capital		43,378.11
Water/Sewer Capital		0.00
Grant		1,457.60
Trust		200.00
Housing Trust		7,000.32
Animal Control		96.00
Law Enforcement Trust		0.00
Housing Rehab Loans		955.00
Unemployment Trust		0.00
Escrow		<u>729,795.29</u>
Total		<u>\$903,838.70</u>

CONSENT AGENDA

Consent Agenda – Resolutions 2016-87; 2016-88; 2016-89

Councilmember Montferrat moved the Resolutions 2016-87; 2016-88; 2016-89; Councilmember Kurs seconded.

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

Resolutions adopted 6-0.

Resolution 2016-87

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**SUPPORTING AND AUTHORIZING THE ASSOCIATION OF NEW JERSEY
ENVIRONMENTAL COMMISSION (ANJEC) GRANT APPLICATION**

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, The Borough of Hightstown strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

WHEREAS, The Borough of Hightstown is participating in ANJEC; and

WHEREAS, one of the purposes of ANJEC Open Space Grants Program is to provide resources to municipalities to make progress on advancing open space stewardship, and to help raise the profile of the environmental commission in the community through publicity and public participation or collaboration with local groups on various projects.

WHEREAS, the Borough Council of the Borough of Hightstown has determined that the Hightstown Borough Environmental Commission should apply for the aforementioned grant.

THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Hightstown, State of New Jersey, supports and authorizes the submission of the aforementioned ANJEC grant.

Resolution 2016-88

*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING USE OF THE MUNICIPAL PARKING LOT FOR A LATINO
FESTIVAL**

WHEREAS, the Community Action Center d/b/a RISE has applied for the use of Rocky Brook Park for the Latino Festival of Hightstown-East Windsor to be held on July 30, 2016 (Rain Date August 6, 2016); and

WHEREAS, they have also requested the use of the Borough Hall Parking Lot (148 North Main Street) for use as parking for the attendees of the event; and

WHEREAS, the event is sponsored by RISE; and

WHEREAS, this event is privately sponsored and will be held at no cost to the taxpayers; and

WHEREAS, the Community Action Center d/b/a RISE will provide the Borough with a Certificate of Insurance naming Hightstown Borough as an additional insured for the use of this parking lot; and

WHEREAS, the Community Action Center d/b/a RISE will provide volunteers to ensure orderly use of the parking lot and will secure, at their expense, police coverage to assist with managing traffic along Bank Street for the duration of the event; and

WHEREAS, the Parks & Recreation Commission is responsible for authorizing the issuance of a Park Use Permit, and the Borough Council is responsible for issuing permission for use of the municipal parking lot; and

WHEREAS, the Borough Council finds that such an event would benefit the residents of Hightstown Borough and East Windsor Township.

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that permission is hereby granted to Community Action Center d/b/a RISE for the use of the Borough Hall Parking Lot (148 North Main Street) for parking for the Hightstown-East Windsor Latino Festival to be held on July 30, 2016 (Rain date August 6, 2016) providing compliance with the requirements stated herein.

Resolution 2016-89
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS
 PRIOR TO ADOPTION OF THE 2016 BUDGET**

WHEREAS, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2016 temporary budget; and

WHEREAS, N.J.S.A. 40A:4-20 provides for the creation of emergency appropriations for the purposes above mentioned; and

WHEREAS, it is the desire of the Mayor and Council to create emergency temporary appropriations as set forth on Schedule "A," attached; and

WHEREAS, the total emergency temporary appropriations in resolutions adopted in the year 2016 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i>THIS RESOLUTION</i>	<i>PREVIOUS TOTAL</i>	<i>CUMULATIVE TOTAL</i>
Current	67,000.00	617,126.00	684,126.00
Capital Outlay – Current	0.00	0.00	0.00
Debt Service - Current	0.00	0.00	0.00
Water/Sewer	0.00	849,386.00	849,386.00
Capital Outlay – W/S	0.00	0.00	0.00
Debt Service - W/S	0.00	0.00	0.00
TOTAL	67,000.00	1,466,512.00	1,533,512.00

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Hightstown (not less than two-thirds of all the members of thereof affirmatively concurring) that, in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;

2. Each emergency appropriation listed will be provided for in the 2016 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the CFO.

PUBLIC COMMENT PERIOD II

Mayor Quattrone opened the public comment period II and the following individuals spoke:

Scott Cater, 12 Clover Lane – Spoke regarding Unidad not having insurance for the parade. Stated that insurance protects them and the Borough. It's fine that there have been no issues in the past but what about the future. Ended by voicing his concerns regarding the parking lot for businesses downtown.

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

DISCUSSION

Property Tax Reward Program

Borough Administrator, Henry Underhill, checked into the Property Tax Reward Program. He spoke with larger towns that utilize this program. After some research, he didn't think it was worth it for Hightstown to start such a program. Mayor Quattrone would reach out to Downtown Hightstown to see what the businesses owners thought of the program.

Boards and Committees to Attend Council Meetings

Mayor Quattrone would like to have committees and boards come to Council meetings to update on what Council and the public on their activities and programs. The Mayor will coordinate with the committees.

Councilmember Stults stated that he thought this was a great idea. He felt it would show off all of the work that is being done in the Borough.

Halloween Festivities

It was discussed that the Borough would like to have a bigger event that would isolate a section of town off for the safety of the children.

Council President Hansen stated that she would like to see Stockton Street closed from the schools (Walter C. Black and Grace N. Rogers) to Main Street.

Borough Administrator, Henry Underhill, stated that he would speak with Lt. Gendron about detouring and getting the permits to close the roads.

Discussion ensued. Stacey Judge, Parks and Recreation, stated that the plan that Council is speaking about does not interfere with the plans of the Parks and Rec Commission. Parks and Rec was planning a parade and possible scavenger hunt that would take place the weekend before Halloween.

Councilmember Misiura stated that the Stockton Street residents have been the ones who have really made Halloween what it is in Hightstown. He suggested that once a decision is made about the plan for Halloween, letters be sent to the Stockton Street residents informing them of what will take place. Deputy Clerk, Peggy Riggio, will get a list of the Stockton Street homeowners ready for a mailing.

Winter Holiday Decorations

Councilmember Stults spoke about Downtown Hightstown planning a Winterfest and Window Decorating Contest. He stated that they need volunteers to help with the hanging of holiday lights. He ended by commenting that it would be nice to have the other commissions in town volunteer to help with these festivities.

Mayor Quattrone stated that in addition to the Christmas Tree in Association Park, he would like to see a Menorah this year. Stacey Judge, Parks and Rec, commented that they had already planned on purchasing a Menorah for the Park.

Councilmember Kurs commented that he feels religious holidays should not be celebrated in government. If there is a vote on any of the holiday celebrations, he will be voting no.

SUBCOMMITTEE REPORTS

Fire Truck

The new ladder truck is due by the end of May. It may be here in time for the Memorial Day Parade.

Garbage Truck

The new garbage truck for Public Works is due to be delivered in the beginning of May.

Dispatch Services

The process of changing dispatch services over to East Windsor is moving along.

RBG

There is a meeting scheduled for tomorrow (April 5th). The Committee should have an update at the April 18th meeting.

Downtown Business Owners

Councilmember Stults updated Council on the meeting that he and Mayor Quattrone had with the Downtown Business Owners. The meeting focused on parking enforcement on Main Street and the Stockton Street lot. There was also discussion on lowering the time limit for Main Street parking. Councilmember Stults stated that this was the first meeting with the business owners and they are hoping to have a meeting like this once a month.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Montferrat

Latino Festival – They have submitted their Park Use application to Parks and Rec and are looking forward to the festival again this year.

Board of Health – The Narcon Training is scheduled for Thursday, April 21st at the Firehouse Hall. Information is on the Borough Website.

Councilmember Bluth

Parks and Recreation – Next meeting is scheduled for April 14th.

Cultural Arts Commission – Next meeting is scheduled for April 20th.

Councilmember Misiura

Planning Board – Next meeting is scheduled for next Monday. They are reviewing and application for a new building that will be going next to Joe’s Canal’s.

Councilmember Stults

Downtown Hightstown – Their last meeting was last week. They spoke about their Facebook page and their website.

Construction and Zoning – Inspections are continuing at a good pace. He would like to have Dave Bell, Housing Inspector, come back at the end of the year to give and update.

Councilmember Kurs

First Aid Squad – Had their installation dinner last week. He thanked the volunteers for their time and dedication.

Council President Hansen

Public Works – Commended the Public Works Department on their quick response to the down trees in town this week.

Housing Authority – Next meeting is scheduled for next week.

Water/Sewer – Will be attending the meeting this Wednesday.

Service Academy Days – Congresswoman Bonnie Watson Coleman announced Service Academy Days taking place in New Jersey. They will be April 16th in Pennington and May 9th in East Brunswick.

Mayor Quattrone

Environmental Commission – Will be planting a tree by the library for Arbor Day. They will also be giving away some trees.

Business Meeting – Met with the Downtown business owners and hopes to make this a regular monthly meeting to keep communication open with the business owners. He will be meeting with the Taxi Cab owners tomorrow.

EXECUTIVE SESSION

Resolution 2016-90 Authorizing a Meeting Which Excludes the Public

Councilmember Montferrat moved Resolution 2016-90; Councilmember Misiura seconded.

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

Resolution adopted 6-0.

Resolution 2016-90
BOROUGH OF HIGHTSTOWN

AUTHORIZING A MEETING WHICH EXCLUDES THE PUBLIC

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that this body will hold a meeting on April 4, 2016 directly following the general meeting in the Hightstown Engine Co. #1 Fire House Hall located at 140 North Main Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

The general nature of the subject or subjects to be discussed:

Possible Litigation – Unidad

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public: July 4, 2016, or when the need for confidentiality no longer exists.

The public is excluded from said meeting, and further notice is dispensed with, all in accordance with sections 8 and 4a of the Open Public Meetings Act.

Council adjourned into Executive Session at 8:56 p.m.

Council reconvened in public at 9:25 p.m.

Councilmember Stults moved to adjourn at 9:25 p.m.; Councilmember Misiura seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk