

**Meeting Minutes**  
**Hightstown Borough Council**  
**Budget Meeting**  
**March 29, 2010    7:30 pm**

The meeting was called to order by Mayor Robert Patten at 7:50 pm and 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 Flag Salute was followed by Roll call.

**ROLL CALL**

	PRESENT	ABSENT
<i>Councilmember Bond</i>	✓	
<i>Councilmember McGinty</i>	✓	
<i>Councilmember Musing</i>	✓	
<i>Councilmember Quattrone</i>	✓	
<i>Councilmember Sikorski</i>	✓	
<i>Councilmember Theokas</i>		✓
<i>Mayor Patten</i>	✓	

Also in attendance: Debra Sopronyi, Borough Clerk; Herbert Massa, Borough Administrator; and George Lang, Chief Finance Officer.

Council President Quattrone motioned to accept the agenda, Councilmember Sikorski seconded, all approved.

**Public Comment**

Mayor Patten opened the floor for public comment. Rob Thibault of 504 S. Main St. spoke during this public comment period.

**Board of Health**

Sharon Lane, the Borough Nurse, distributed an annual report regarding the Public Health Nurse services and reviewed her duties as well as the history of the agreement with West Windsor; she then continued to give an explanation of her services.

**Fire Department**

Fire Chief, Larry VanKirk gave a review of the Fire Departments budget requests and stated that their budget remains the same as last year. He commented that they passed four fireman through the academy in 2009 and that there are 45 active members and 15-20 members in the Ladies Auxiliary. Mr. VanKirk then proceeded to give an overview of how the budget was spent for 2009.

**Public Works**

Superintendent Larry Blake gave an overview of the Public Works budget request and stated that they are running bare bones and cannot afford any cuts. He informed Council that the biggest expense is vehicle and equipment repair because of the age of the equipment. He also stated that they have an oil separator that allows them to recycle used oil to use for heating the facility, saving costs. Mr. Blake informed Council that they have teamed up with East Windsor for use of their salt barn, thus preventing the need for Hightstown Borough to build one themselves.

There was discussion regarding recycling and the tonnage grant and Mr. Blake advised that they are now recycling computers and associated equipment through Goodwill Industries, at no cost to the Borough. This program puts the disabled to work and the residents are actively participating. Metals are also recycled and the money collected through the program contributes toward recycling expenses.

Discussion ensued regarding infrastructure and storm damage repairs and the pick up of yard debris and brush. Mr. Blake stated that manpower is an issue in his department.

### **Bond Obligations**

Mr. Lang, Chief Finance Officer, gave an explanation on interest bonds, note principal, debt service and anticipated notes. He stated that the Borough's bond rating is A2 and that the Borough is below debt capacity.

### **Planning Board**

Mr. Massa gave a review of the Planning Board budget and stated that a new planning Board Secretary has been hired at a rate that is approximately one-third of the previous secretary's costs.

### **Mayor & Council**

Mr. Massa gave an overview of the proposed Mayor & Council budget.

### **Fire Safety**

Mr. Massa gave an overview of the proposed Fire Safety budget and advised that there is no change from the previous year's budget.

Mr. Lang gave a review of the budget process and advised of the proposed schedule. He stated that there are many changes at the state level that will affect how this budget will be handled, including the new Best Practices requirement as put out by the State Comptroller. He stated there are still a lot of issues to be resolved at the state level.

Council President Quattrone motioned to adjourn the meeting at 9:35 pm and Councilmember Sikorski seconded; the Motion was approved unanimously.

Respectfully Submitted,

Debra L. Sopronyi

Borough Clerk