

**Meeting Minutes**  
**Hightstown Borough Council**  
**Borough Hall Workshop Meeting**  
**April 25, 2013**  
**6:00 pm**

The meeting was called to order by Mayor Kirson at 6:10pm 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."

Roll Call

	PRESENT	ABSENT
<i>Councilmember Bibens</i>	✓	
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Doran</i>	✓	
<i>Councilmember Quattrone</i>		✓
<i>Councilmember Thibault</i>		✓
<i>Councilmember Woods</i>	✓	
<i>Mayor Kirson</i>	✓	

Also in attendance: Debra Sopronyi, Borough Clerk; Michael Theokas, Borough Administrator; Frederick Raffetto, Borough Attorney; and Dawson Bloom, Project Manager.

Council President Quattrone had recused himself from this portion of the meeting due to the subject matter being discussed in executive session.

**Resolution 2013-99     Authorizing a Meeting Which Excludes the Public**

Councilmember Bluth moved resolution 2013-99, Councilmember Doran seconded.

Roll Call Vote: Council members Bibens, Bluth, Doran, and Woods voted yes.

Resolution adopted, 4-0.

Resolution 2013-99

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

**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 25, 2013 at 6:00 p.m. in the First Aid Building located at 168 Bank 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:

Contract Negotiations – 100-102 Mercer Street  
Project Manager

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 25, 2013 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.

The public meeting was called to order by Mayor Kirson at 6:45pm and he again read the Open Public Meetings Act statement. Mayor Kirson announced that the Council will be going back into executive session following the public portion of this meeting to finish their discussion. He confirmed that no action will be taken following the executive session.

The flag salute followed roll call..

Councilmember Thibault had joined the meeting during executive session and was now present. Council President Quattrone and Police Director, James LeTellier, joined the meeting at this time.

Council President Quattrone moved the agenda for approval, Councilmember Bibens seconded.

Roll Call Vote: Council members Bibens, Bluth, Doran, Quattrone, Thibault, and Woods voted yes.

Agenda approved, 6-0.

Mayor Kirson opened the Public Comment Period and the following individuals spoke:

Eugene Sarafin, 628 S. Main Street – noted that the petition has been delivered to the Borough Clerk and reviewed what he felt were Council’s choices.

Walter Sikorski, 326 N. Main Street – noted that he is the spokesperson for the petition committee and that Mr. Sarafin’s comments are his own, the petition speaks for itself.

Scott Caster, 12 Clover Lane – acknowledged the process Council has taken with this project and appreciates them taking a stand.

#### **Borough Hall Discussion**

Mr. Dawson Bloom, Project Manager reviewed his progress memo as previously distributed:

#### **Borough Hall Reconstruction**

On April 10, 2013, A letter from Mr. Rafetto was sent to the Lexington insurance Company regarding the Borough’s interpretation of its insurance policy coverages. We have requested an immediate response and a meeting to discuss the matter further. We are expecting to hear back from the insurance carrier around April 29. I am drafting a letter to the Borough’s FEMA representative requesting a meeting immediately.

#### **Interim Police Facility**

Award of the bids will be held off until the funding is available.

As discussed at the March 28 Special Meeting, I will coordinate with the Police Director regarding the relocation of the police antennae equipment and generator.

#### **Interim Administrative Offices**

Mobilease Modular agrees to hold their bid price for the Modular Administrative and Storage facilities for an additional 60 days. Execution of the lease for 100 and 102 Mercer Street for the Borough’s administrative staff is outstanding.

#### **Schedule of Immediate Tasks**

##### **Borough Hall Bond Ordinance**

<del>Introduction</del>	<del>March 18, 2013</del>
<del>2<sup>nd</sup> Reading</del>	<del>April 1, 2013</del>
Funds Available	April 26, 2013

##### **Lease for Block 30 Lots 4, 5, 6 and 7**

<del>Introduction</del>	<del>Completed</del>
2 <sup>nd</sup> Reading	To coincide with availability of Borough Hall Bond Ordinance Funds

##### **Sitework and Modulars**

<del>Receive bids</del>	<del>March 22, 2013</del>
<del>Recommend award</del>	<del>March 29, 2013</del>
2 <sup>nd</sup> Reading Interim Lease	April 1, 2013
2 <sup>nd</sup> Reading Borough Hall Ordinance	April 1, 2013
Ordinances Clear Waiting	April 25, 2013

Award Contracts for Site and Modulares	April 25, 2013
<i>Sitework</i>	
Submit 14-day notice to DEP	before April 25, 2013
NTP Sitework	May 9, 2013
45 days to complete Sitework	June 22, 2013
<i>Police Modular</i>	
NTP Modular	May 9, 2013
Fabrication & Delivery/Setup	September 29, 2013
IT/Communications	October 14, 2013
Move-In	October 21, 2013
Storefronts	
<del>Negotiate Lease</del>	<del>March 29, 2013</del>
<del>Lease Ordinance</del>	<del>April 1, 2013</del>
<del>1<sup>st</sup> Reading</del>	<del>April 1, 2013</del>
<del>2<sup>nd</sup> Reading</del>	<del>April 15, 2013</del>
Execute Lease	April ??, 2013*
Complete Renovations	May 24, 2013*
Move – in	May 31, 2013*
* Pending resolution of Boroughs concerns from Zumba class on 2 <sup>nd</sup> floor	

Council President Quattrone recused himself at this time.

Mr. Bloom noted that due to the filing of the petition regarding bond ordinance 2013-06, funds are not available to move forward with temporary facilities. The stay on the bond ordinance affects the site work required for modular facilities and renovations to the Mercer Street property; we cannot move forward with the project until funds are available. Other than this, the project is on schedule.

The process for the filing of the petition and timeline for a special election was confirmed with the Borough Attorney.

Council President Quattrone returned to the meeting at this time.

Councilmember Thibault moved to adjourn back into executive session at 7:10pm, Councilmember Bibens seconded. All Ayes.

Council returned to open session and Councilmember Thibault moved to adjourn at 7:50pm, Councilmember Bibens seconded. All ayes.

Respectfully Submitted,

Debra L. Sopronyi, RMC  
Borough Clerk