

**Meeting Minutes  
Hightstown Borough Council  
Business Meeting  
May 18, 2015  
7:00 p.m.**

The meeting was called to order by Mayor Quattrone at 7:00 p.m. 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 Riggio, Deputy Borough Clerk; Henry Underhill, Borough Administrator, George Lang, CFO; Fred Raffetto, Borough Attorney.

**Approval of Agenda**

Councilmember Stults requested that Purchase Order 15-00732 be pulled from the Resolution 2015-132 and voted on separately.

Resolution 2015-143 was pulled from the consent agenda and will be voted on separately.

The Pet Census was added to Discussion.

Councilmember Montferrat moved the agenda for approval as amended; Council President Hansen seconded.

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

Agenda approved as amended 6-0.

**Minutes for Approval**

Council President Hansen moved April 6, 2015 open session minutes for approval; Councilmember Kurs seconded.

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

Minutes approved 5-0 with 1 abstention.

Councilmember Misiura moved April 6, 2015 executive session minutes for approval; Councilmember Kurs seconded.

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

Minutes approved 5-0 with 1 abstention.

### **Public Comment Period 1**

Mayor Quattrone opened public comment period 1 and the following individuals spoke:

Walter Sikorski, 326 North Main Street – Spoke about the lack of sidewalks and curbs in town. Stated that if we truly want to create a walking community Hightstown, East Windsor and Mercer County need to come together and get this done.

Lynn Woods, 315 Park Avenue – Spoke about Officer Marchione's hearing and how the Borough tried to stop paying him. Asked again about a report on the hearing. Went on record requesting Council to look into this matter more.

Doug Mair, 536 South Main Street – Stated that he is still waiting for answers on topics such as The Peddie Tax, Borough Hall, the contamination at the mill property, why taxes are up and values are down, FEMA money, insurance money, tax appeals, and redevelopment. He is very frustrated that all his questions are still unanswered.

Scott Caster, 12 Clover Lane – Stated that he thought it was a shame that we need to have rules in place regarding conduct at meetings. Spoke about the new alert system in the Borough.

Frank Marchinone, Hightstown Police Department - Had his 9 year old son with him. Stated that his son was home the night of the incident and feels his son is a victim. No one cares about that and he doesn't understand why.

Eugene Sarafin, 628 South Main Street – Stated that Council has a lot on their plate and they need to prioritize.

Jean Mair 536 South Main Street – Yielded her 3 minutes to Lynn Woods.

Council President Hansen – Called to Point of Order. Asked the Borough Attorney if yielding your 3 minutes during the public comment period was allowed.

Fred Raffetto, Borough Attorney – Stated that there was nothing that prohibited someone from yielding their time to another individual.

Lynn Woods, 315 Park Avenue – Continued speaking about the charges against Officer Marchione; inquired as to whether or not these were valid charges. Stated that she believes that Council is violating its own Ordinance and State Statute. She ended by stating that the Borough has no official policy regarding yielding public comment time.

Rob Thibault, 504 South Main Street – Commented that holding the executive session after the public session gives the appearance that Council is trying to do something outside of the public view. Regarding the Latino Festival, he commented that RISE is talking about 600 people attending the event. He stated that clarification is needed before this resolution is passed.

Dr. David Alvarez, 30 Shadowstone Lane, East Windsor – Asked that Council please support the Latino Festival. Stated that the demographic in Hightstown is changing and the Latino population wants to share their culture with the community.

There being no further comments, Mayor Quattrone closed the public comment period and asked if Council had any comments.

Henry Underhill, Borough Administrator – Explained the new alert system and how it alerts both residents and businesses.

### **Mayoral Presentation**

Mayor Quattrone presented an ***Outstanding Citizen Award*** to Mary Ann Paglione. Ms. Paglione served on Hightstown Borough's Board of Health for over 25 years. Mayor Quattrone presented her with the award and thanked her for her service and dedication to the Borough.

### **Budget 2015**

Mayor Quattrone opened the public hearing for the 2015 Budget and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – Commented that he thought the Budget looked marvelous.

Doug Mair, 536 South Main Street – Stated that he is confused, are taxes up .01 or down .01?

George Lang, CFO – Responded that there are numerous revenues that support the budget other than taxes; core revenue, fees from permits; interest, etc. The amount to be raised by taxes this year will stay the same as last year.

Rob Thibault, 504 South Main Street – Asked if there would be the “user friendly” budget? Mr. Lang responded that the user friendly budget would be posted on the website later this week. Mr. Thibault then asked for explanations regarding the following increases in the budget. Mr. Lang and Mr. Underhill responded:

Collection of Tax Expenses up 26% - *This increase is from education for tax collection courses that the tax clerk is attending.*

Legal Services up 20% - *Money had to be transferred in 2014 so this is a projection.*

General Liability Insurance up 43% - *The bill is based on submitting all of our information. Part of the rating is based on how many losses we've had over the last few years.*

Employee Group Health – up 21% this year - up over 50% from 3 years ago – *Part is the rate increase by the State. And part is additional employees being insured. A few years ago we had a large amount of employees waive the health insurance benefit. Those employees have either left or the situations have changed.*

Police Salaries – Why are police salaries are down but salaries for dispatchers are up over last year. *We have 4 dispatchers with no part timers so full timers are covering with overtime.*

Public Works – Doesn't understand how some areas are up and some are down – *Budgeted by looking at Public Work's time sheets. Tried to have a more accurate of how they allocated their hours.*

Eugene Sarafin, 628 South Main Street – Commented that he wished that the Budget could be simplified. Congratulated Council for hiring qualified employees and not just hiring people who do not need benefits. We need to continue to offer benefits and good salaries to keep qualified people.

Scott Caster, 12 Clover Lane – Questioned if the hiring of a full time Code Enforcement Officer is in the Budget. This should be a priority.

Doug Mair, 536 South Main Street – Questioned how much time was put into this Budget. Was it looked at line by line? Asked that the Budget vote be tabled and for Council to have another budget meeting with the full Council, to look at the numbers better.

There being no further comments, Mayor Quattrone adjourned the Public Hearing for the 2015 Budget to continue at the June 1, 2015 Meeting.

### **2015-130 Amendment to the 2015 Introduced Budget**

Councilmember Kurs moved Resolution 2015-130; Council President Hansen seconded.

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

Resolution adopted 6-0.

#### **Resolution 2015-130**

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

#### **AMENDING THE 2015 BUDGET**

**WHEREAS**, the local municipal budget for the year 2015 was approved on the 20th day of April 2015, and

**WHEREAS**, the public hearing on said budget has been held as advertised, and

**WHEREAS**, it is desired to amend said approved and amended budget, now

**THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Hightstown, County of Mercer, that the following amendments to the approved budget of 2015 be made:

<b>Recorded Vote</b>	<i>Ayes</i>	( Bluth	(	<i>Abstained</i>	(
		( Hansen	(		(
		( Kurs	<i>Nays</i> (		
		( Misiura	(		
		( Montferrat	(		(
		( Stults	(		<i>Absent</i> (

**From**

**To**

CURRENT FUND - ANTICIPATED REVENUES

## GENERAL REVENUES

### 3. Miscellaneous Revenues:

**Section F: Special Items of General Revenue  
Anticipated with  
Prior Written Consent of Director of Local  
Government Services  
- Public and Private Revenues Offset with  
Appropriations:**

Clean Communities Program	\$	-	\$	9,900.78
Click It or Ticket		-		4,000.00

**Total Section F: Special Items of General  
Revenue  
Anticipated with Prior Written Consent of Director of  
Local  
Government Services - Public and Private  
Revenues**

\$	7,213.38	\$	21,114.16
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## GENERAL REVENUES (Continued)

### Summary of Revenues

### 3. Miscellaneous Revenues:

Total Section F: Special Items of General Revenue  
Anticipated  
With Prior Written Consent of Director of Local  
Government  
Services - Public and Private Revenues

\$	7,213.38	\$	21,114.16
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Total Miscellaneous Revenues

\$	1,404,569.38	\$	1,418,470.16
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### 4. Receipts from Delinquent Taxes

\$	300,000.00	\$	304,000.00
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### 5. Subtotal General Revenues (Items 1, 2, 3, and 4)

\$	2,304,569.38	\$	2,322,470.16
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Total General

### 7. Revenues

\$	6,830,285.38	\$	6,848,186.16
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## CURRENT FUND APPROPRIATIONS

### 8. GENERAL APPROPRIATIONS

#### (A) Operations - Excluded from "CAPS"

**Public and Private Programs Offset  
by Revenues:**

Clean Communities Program	\$	-	\$	9,900.78
Click It or			\$	4,000.00

	Ticket		-		
	<b>Total Public and Private Programs Offset by Revenues</b>	\$	7,213.38	\$	21,114.16
	Total Operations - Excluded from "CAPS"	\$	362,252.38	\$	376,153.16
	Detail:				
	Salaries and Wages	\$	104,992.00	\$	108,992.00
	Other Expenses	\$	257,260.38	\$	267,161.16
(C)	<b>Capital Improvements - Excluded from "CAPS"</b>				
	Capital Improvement Fund	\$	45,500.00	\$	49,500.00
	<b>Total Capital Improvements Excluded</b>	\$	45,500.00	\$	49,500.00

CURRENT FUND APPROPRIATIONS (Continued)

8. GENERAL APPROPRIATIONS (Continued)

(H-2)	Total General Appropriations for Municipal Purposes Excluded From "CAPS"	\$	1,020,886.38	\$	1,038,787.16
(O)	Total General Appropriations - Excluded from "CAPS"	\$	1,020,886.38	\$	1,038,787.16
(L)	Subtotal General Appropriations (Items (h-1) and (O))	\$	6,365,285.38	\$	6,383,186.16
9.	Total General Appropriations	\$	6,830,285.38	\$	6,848,186.16

**SUMMARY OF APPROPRIATIONS**

(A)	Operations - Excluded From "CAPS"				
	Shared Service Agreements	\$	-	\$	-
	Public and Private Programs Offset by Revenues	\$	7,213.38	\$	21,114.16
	Total Operations - Excluded From "CAPS"	\$	362,252.38	\$	376,153.16
(C)	Capital Improvements	\$	45,500.00	\$	49,500.00
	Total General Appropriations	\$	6,830,285.38	\$	6,848,186.16

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for certification of the local municipal budget so amended.

It is hereby certified that this is a true copy of a resolution amending the budget, adopted by the governing body on the 18th day of May, 2015.

SO RESOLVED, as aforesaid.

### **Ordinances**

#### **2015-10 First Reading and Introduction An Ordinance Amending Chapter 14, Entitled “Property Maintenance” of the “Revised General Ordinances of the Borough of Hightstown, New Jersey” Adding a New Section to Establish Standards for the Registration and Maintenance of Vacant and Abandoned Residential Properties in Foreclosure by Creditors**

Councilmember Kurs moved Ordinance 2015-10 for introduction. Councilmember Montferrat seconded.

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

Ordinance introduced 6-0. Public hearing scheduled for June 1, 2015.

Ordinance 2015-10

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

**AN ORDINANCE AMENDING CHAPTER 14, ENTITLED “PROPERTY MAINTENANCE” OF THE  
“REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY”  
ADDING A NEW SECTION TO ESTABLISH STANDARDS FOR THE REGISTRATION AND  
MAINTENANCE OF VACANT AND ABANDONED RESIDENTIAL PROPERTIES IN  
FORECLOSURE BY CREDITORS**

**WHEREAS**, mortgage foreclosures often result in the abandonment and neglect of residential properties; and

**WHEREAS**, P.L. 2014, c. 35, authorizes municipalities to adopt ordinances for the purpose of regulating the care, maintenance, security and upkeep of the exterior of vacant and abandoned residential properties for which a creditor has filed an action to foreclose; and

**WHEREAS**, it is in the public interest for the Borough of Hightstown to establish a mechanism to identify and track vacant and abandoned residential properties in the Borough which are in foreclosure, to establish standards for the maintenance of those properties and to enforce those standards of maintenance.

**NOW, THEREFORE, BE IT ORDAINED** by the Borough Council of the Borough of Hightstown, County of Mercer and State of New Jersey as follows:

Section 1. The Revised General Ordinances of the Borough of Hightstown are hereby amended by the addition of a new section to Chapter 14 Property Maintenance, to read as follows:

#### **Registration and Maintenance of Vacant and Abandoned Residential Properties in Foreclosure**

- a. Definitions

1. "Creditor" means a State chartered bank, savings bank, savings and loan association or credit union, any person or entity required to be licensed under the provisions of the "New Jersey Residential Mortgage Act," P.L. 2009, c.53 (C.17:11C-51 et seq.), any foreclosing entity subject to the provisions of C.46:10B-51 (P.L. 2008, c. 127, Sec. 17, as amended from time to time) and any entity acting on behalf of the creditor named in the debt obligation including, but not limited to, servicers.
2. "Vacant and Abandoned" residential property means, consistent with section 1 of P.L. 2010, c.70 (C.2A:50-73), residential real estate, where a notice of violation has been issued pursuant to Paragraph e. 1 of this Section and subsection b. of section 1 of P.L.2014, c.35 (C.40:48-2.12s). Residential property shall further be deemed Vacant and Abandoned where a mortgaged property is not occupied by a mortgagor or tenant and at least two of the following conditions exist:
  - (a) overgrown or neglected vegetation;
  - (b) the accumulation of newspapers, circulars, flyers or mail on the property;
  - (c) disconnected gas, electric, or water utility services to the property;
  - (d) the accumulation of hazardous, noxious, or unhealthy substances or materials on the property;
  - (e) the accumulation of junk, litter, trash or debris on the property;
  - (f) the absence of window treatments such as blinds, curtains or shutters;
  - (g) the absence of furnishings and personal items;
  - (h) statements of neighbors, association management, delivery persons, or government employees indicating that the residence is vacant and abandoned;
  - (i) windows or entrances to the property that are boarded up or closed off or multiple window panes that are damaged, broken and unrepaired;
  - (j) doors to the property that are smashed through, broken off, unhinged, or continuously unlocked;
  - (l) a risk to the health, safety or welfare of the public, or any adjoining or adjacent property owners, exists due to acts of vandalism, loitering, criminal conduct, or the physical destruction or deterioration of the property;an uncorrected violation of a municipal building, housing, or similar code during the preceding year, or an order by municipal authorities declaring the property to be unfit for occupancy and to remain vacant and unoccupied;
  - (m) the mortgagee or other authorized party has secured or winterized the property due to the property being deemed vacant and unprotected or in danger of freezing;
  - (n) a written statement issued by any mortgagor expressing the clear intent of all mortgagors to abandon the property;
  - (o) any other reasonable indicia of abandonment.



b. Registration of Vacant and Abandoned Properties

1. A Creditor filing a summons and complaint in an action to foreclose on a Vacant and Abandoned property, or a Creditor who has previously filed a summons and complaint to foreclose on a residential property which subsequently becomes Vacant and Abandoned, shall within thirty (30) calendar days after the building becomes Vacant and Abandoned or within thirty (30) calendar days after assuming ownership of the Vacant and Abandoned property, whichever is later; or within ten (10) calendar days of receipt of notice from the Borough, and annually thereafter, file a registration statement for such Vacant and Abandoned property with the municipal clerk on forms provided by the Borough for such purposes. Any failure to receive notice from the Borough shall not constitute grounds for failing to register the Vacant and Abandoned property.
2. Each Vacant and Abandoned property having a separate block and lot number as designated in the official tax maps of the Borough shall be registered separately.
3. The registration statement shall include the name, street address, telephone number, and email address (if applicable) of a person twenty-one (21) years or older, designated by the Creditor as the authorized agent for receiving notices of code violations and for receiving process in any court proceeding or administrative enforcement proceeding on behalf of such Creditor in connection with the enforcement of any applicable code.
4. The registration statement shall include the name, street address, telephone number, and email address (if applicable) of the firm and the actual name(s) of the firm's individual principal(s) responsible for maintaining the Abandoned and Vacant property. The individual or representative of the firm responsible for maintaining the Abandoned and Vacant property shall be available by telephone or in person on a twenty-four-hour per day, seven-day per week basis. The two entities may be the same or different persons. Both entities shown on the statement must maintain offices in the State of New Jersey or reside within the State of New Jersey.
5. The registration shall remain valid for one year from the date of registration except for the initial registration which shall be valid through December 31st of the year in which it was filed. The Creditor shall be required to renew the registration annually as long as the building remains Vacant and Abandoned and shall pay a registration or renewal fee in the amount prescribed in Paragraph c. of this Section for each Vacant and Abandoned property registered.
6. The annual renewal shall be completed by January 1st each year. The initial registration fee shall be pro-rated for registration statements received less than ten (10) months prior to that date.
7. The Creditor shall notify the municipal clerk within thirty (30) calendar days of any change in the registration information by filing an amended registration statement on a form provided by the municipal clerk for such purpose.
8. The registration statement shall be deemed prima facie proof of the statements therein contained in any administrative enforcement proceeding or court proceeding instituted by the Borough against the Creditor.

c. Fee Schedule

The initial registration fee for each Vacant and Abandoned property under the provisions of this Section shall be five hundred (\$500.00) dollars. The fee for the first annual renewal shall be one thousand five

hundred (\$1,500.00) dollars and the fee for the second annual renewal shall be three thousand (\$3,000.00) dollars. The fee for any subsequent annual renewal beyond the second renewal shall be five thousand (\$5,000.00) dollars.

d. Creditor Responsibility for Vacant and Abandoned Properties

1. A Creditor filing a summons and complaint in an action to foreclose on a residential property within the Borough shall be immediately responsible for the care, maintenance, security and upkeep of the exterior of the property, after the property becomes Vacant and Abandoned as defined in this Section.
2. Where a Creditor is located out-of-state, the Creditor shall be responsible for appointing an in-State representative or agent to act on the Creditor's behalf for the purpose of satisfying the requirements of Paragraph d. 1 of this Section. Notice of said representative or agent shall be provided to the municipal clerk pursuant to Paragraph b. 3 and 4 of this Section and pursuant to paragraph (1) of subsection a. of section 17 of P.L.2008, c. 127 (C.46:10B-51).

e. Notice

1. The enforcement officers designated in this Section shall be authorized to issue a notice to a Creditor that has filed a summons and complaint in an action to foreclose on a residential property within the Borough, if the enforcement officer determines that the Creditor has violated this Section by failing to provide for the care, maintenance, security, and upkeep of the exterior of a Vacant and Abandoned property.  
Where a Creditor is an out-of-State Creditor, the notice shall be issued to the representative or agent that has been identified by the Creditor pursuant to Paragraph d. 2 of this Section and paragraph (1) of subsection a. of section 17 of P.L.2008, c. 127 (C.46:10B-51).
2. The notice referenced in Paragraph e. 1 of this Section shall require the Creditor to correct the violation(s) within 30 days of receipt of the notice, or within 10 days of receipt of the notice if the violation presents an imminent threat to public health and safety.
3. The issuance of a notice pursuant to Paragraph e. 1 of this Section shall constitute proof that a residential property is Vacant and Abandoned for the purposes of this Section.

f. Enforcement Officers

The duty of administering and enforcing the provisions of this Section is conferred upon the municipal clerk, construction official, zoning officer, housing officer, health officer, Borough police, and any other duly appointed representatives.

g. Violations and Penalties

1. A Creditor subject to this Section that is found by the municipal court of the Borough, or by any other court of competent jurisdiction, to be in violation of the requirement to correct a care, maintenance, security, or upkeep violation cited in a notice issued pursuant to this Section shall be subject to a fine of \$1,500 for each day of the violation. Any fines imposed pursuant to this paragraph shall commence 31 days following the receipt of the notice, except if the violation presents an imminent risk to public health and safety, in which case any fines shall commence 11 days following receipt of the notice.
2. An out-of-state Creditor subject to this Section that is found by the municipal court of the Borough, or by any other court of competent jurisdiction, to be in violation of the requirement to appoint an in-State representative or agent pursuant to this Section shall be subject to a fine of \$2,500 for each day of the

violation. Any fines imposed on a Creditor for the failure to appoint an in-State representative or agent shall commence on the day after the 10-day period set forth in paragraph (1) of subsection a. of section 17 of P.L.2008, c. 127 (C.46:10B-51) for providing notice to the municipal clerk that a summons and complaint in an action to foreclose on a mortgage has been served.

3. A Creditor subject to this Section that is found by the municipal court of the Borough, or by any other court of competent jurisdiction, to be in violation of the requirement to register a Vacant and Abandoned property pursuant to Paragraph b. of this Section shall be subject to a fine not exceeding two thousand (\$2,000.00) dollars. Any fines imposed on a Creditor under this Paragraph shall commence 11 days following receipt of notice from the Borough pursuant to Paragraph b. 1 of this Section.
4. No less than 20 percent of any money collected by the Borough pursuant to this Section shall be utilized by the Borough for municipal code enforcement purposes.

Section 2. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

Section 3. If any section, subsection, clause or phrase of this ordinance is held to be unconstitutional or invalid for any reason, such decision shall not affect the remaining portions of this ordinance.

Section 4. This ordinance shall take effect 20 days after final passage and publication according to law.

**2015-11 First Reading and Introduction A Bond Ordinance Providing for the Acquisition of an Aerial Ladder Truck in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$1,000,000 and Authorizing the Issuance of \$952,300 Bonds or Notes of the Borough to Finance Part of the Cost Thereof.**

Councilmember Kurs moved Ordinance 2015-11 for introduction. Councilmember Montferrat seconded.

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

Ordinance introduced 6-0. Public hearing scheduled for June 1, 2015.

Ordinance 2015-11

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

**BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF AN  
AERIAL LADDER TRUCK IN AND BY THE BOROUGH OF  
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY,  
APPROPRIATING \$1,000,000 THEREFOR AND AUTHORIZING THE  
ISSUANCE OF \$952,300 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 \$1,000,000, including the sum of \$47,700 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$952,300 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 acquisition of an aerial ladder truck, including all related costs and expenditures incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation 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 \$952,300, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$25,000 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 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.

### **Resolutions**

#### **2015-131 Recognizing Emergency Medical Services Week May 17 – 23, 2015**

Councilmember Kurs moved Resolution 2015-131; Councilmember Bluth seconded.

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

Resolution adopted 6-0.

Resolution 2015-131

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

**RECOGNIZING EMERGENCY MEDICAL SERVICES WEEK  
MAY 17 – 23, 2015**

**WHEREAS**, Emergency medical services is a vital public service; and

**WHEREAS**, the members of the Hightstown First Aid emergency medical services team is ready to provide lifesaving care to those in need; and

**WHEREAS**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**WHEREAS**, the volunteer members of the Hightstown emergency medical services team engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

**WHEREAS**, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by recognizing Emergency Medical Services Week.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that we hereby recognize the week of May 17-23, 2015, as **Emergency Medical Services Week** with the theme “**EMS Strong**” and further extend appreciation to the Hightstown First Aid for the community service it provides.

**BE IT FURTHER RESOLVED** that the community is encouraged to observe this week by appropriately recognizing the vital services performed by emergency medical services and their exemplary dedication to the Hightstown community.

**2015-143 Authorizing the Submission of the TWA-1 Treatment Works Approval Permit Application Relating to the Ultraviolet (UV) Disinfection System**

Council President Hansen moved Resolution 2015-143; Councilmember Kurs seconded.

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

Resolution adopted 6-0.

Resolution 2015-143

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

**AUTHORIZING THE SUBMISSION OF THE TWA-1 TREATMENT WORKS APPROVAL  
PERMIT APPLICATION RELATING TO THE ULTRAVIOLET (UV) DISINFECTION  
SYSTEM**

**WHEREAS**, the Borough Council has authorized application for a New Jersey Environmental Infrastructure Loan for several projects for the Water Plant and Advanced Waste Water Treatment Plant of Hightstown Borough; and

**WHEREAS**, it is required that the Borough Council authorize the submission of a NJDEP Treatment Works Permit Application (TWA) for the Ultraviolet (UV) Disinfection System project at the Advanced Waste Water Treatment Plant; and

**WHEREAS**, the permit fee for said application is eight thousand four hundred ninety-two dollars (\$8,492.00) and is payable to Treasurer, State of New Jersey Environmental Services Fund; and

**WHEREAS**, the Treasurer has certified that funds are available for this expenditure.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that the Mayor is hereby authorized to sign and the Borough Engineer to submit, the NJDEP Treatment Works Permit Application (TWA) for the Ultraviolet (UV) Disinfection System at the Advanced Waste Water Treatment Plant.

**Resolution 2015-132 Authorizing the Payment of Bills**

Purchase order 15-00732 pulled from bill list to be voted on separately.

Council President Hansen moved Resolution 2015-132 without purchase order 15-00732.

Councilmember Stults seconded.

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

Councilmember Bluth moved Purchase Order 15-00732 for payment. Councilmember Kurs seconded.

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

Resolution adopted 5-0 with 1 abstention.

Resolution 2015-132

*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 \$93,354.28 from the following accounts:

Current		\$43,379.61
W/S Operating		48,323.32
General Capital		0.00
Water/Sewer Capital		0.00
Grant		1,161.55
Trust		458.00
Housing Trust		0.00
Animal Control		31.80
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>0.00</u>
Total		<u>\$93,354.28</u>

### **2015-133 Adopting Guidelines for the Conduct of Business at Hightstown Borough Council Meetings**

Councilmember Kurs moved Resolution 2015-133; Councilmember Montferrat seconded.

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

Resolution 2015-133

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

### **ADOPTING GUIDELINES FOR THE CONDUCT OF BUSINESS AT HIGHTSTOWN BOROUGH COUNCIL MEETINGS**

**WHEREAS**, pursuant to N.J.S.A. 40A:60-6, the Borough Council is the legislative body of the municipality and may adopt a resolution for any purpose required for the government of the municipality and possesses all of the executive responsibilities of the municipality not placed, by law, in the Office of the Mayor; and

**WHEREAS**, the Mayor and Borough Council wish to establish guidelines for conduct at all public meetings held by the Governing Body.

**NOW THEREFORE, BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Hightstown that the following rules and procedures shall govern at all Borough Council Meetings for the year 2015:

**A. Conduct at Meetings.**

1. The Mayor shall serve as Presiding Officer and shall conduct all meetings.
2. The Council President shall serve as Presiding Officer and conduct the meeting when the Mayor is absent.
3. If the Mayor and Council President are both absent, the Municipal Clerk shall call the meeting to order and appoint the senior member of Council to serve as Presiding Officer. The Temporary Chairperson shall conduct the meeting, but shall have no powers beyond those necessary to conduct the meeting.



4. A majority of the whole number of members of the Borough Council shall constitute a quorum.
5. If a quorum is not present fifteen minutes after the appointed time for any meeting, the Presiding Officer or the Municipal Clerk may declare the meeting cancelled due to a lack of a quorum.
6. While the Borough Council is in session, the members thereof shall preserve order and decorum, and a member shall not, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Borough Council, nor disturb any member while speaking, or refuse to obey the order of the Borough Council or its Presiding Officer, unless such action is in accordance with proper Parliamentary procedure.
7. Members of the Governing Body shall not utilize their cell phones while the meeting is in session, either during an Executive session or during the open public portion of any meeting, whether verbally or by text, except for emergent circumstances. If an emergency should arise necessitating the use of a cell phone, then the member shall excuse himself or herself from the dais and leave the meeting room to engage in cell phone communications.
8. The Borough Attorney shall be the Parliamentarian.
9. Meetings shall be conducted in accordance with these regulations and Robert's Rules of Order for items not covered in these regulations.

**B. Addressing the Mayor and Council.**

Any person desiring to address the Mayor and Council shall proceed to the podium during the appropriate time and give his or her name and address. Remarks shall be confined to the order of business prescribed by this section:

1. During the "Public Comment" portion(s) of the meeting, any person may address the Mayor and Council on any matter that the person feels may be of concern to the residents of the municipality. A response may be provided, either directly following the public comment period or during the "Mayor/Council/Administrative Comments" portion of the meeting. There shall be two (2) "Public Comment periods" held during each regular meeting of the Mayor and Council.
2. Any person(s) who disrupts the orderly conduct of any meeting shall be called to order by the Presiding Officer. If such conduct continues to disrupt the meeting despite the Presiding Officer's warning(s), then the Presiding Officer, at his or her discretion, may order such person removed from the meeting.
3. During a statutorily prescribed public hearing on a particular agenda item (such as the public hearing associated with the potential adoption of any Ordinance), or during any other specifically described public hearing, comments made by members of the public shall be limited to the particular subject matter of the hearing.

**BE IT FURTHER RESOLVED**, that the Borough Council of Hightstown Borough may, according to law, amend these guidelines as needed from time to time.

## **2015-134 Authorizing Use of the Municipal Parking Lot for Latino Festival**

Mayor Quattrone started discussion regarding RISE using the Municipal Parking Lot on Saturday, July 11, 2015 for the Latino Festival.

Councilmember Bluth informed Council of concerns that the Parks and Recreation Commission had with authorizing the use of Memorial Park for the event. Their concern's were as follows:

- The Peddie Swim team already has permission to use Peddie Lake the morning of the event. The start time of the event would overlap with the time that the lake and park are already in use.
- They are concerned with the number of people expected to attend the event
- They would like RISE to provide Police coverage at their expense
- They would like RISE to provide two (2) temporary portable restrooms at their expense
- They would like RISE to guarantee if any damage is done to the park, they will cover all expenses

Juan Cobos, Gardenview Apartments, East Windsor, NJ – Representing RISE addressed council. He stated that they are willing to work with Parks and Rec and Council to provide what is needed to move forward with the Festival.

- Expecting approximately 400 people to attend
- RISE will provide the necessary Certificate of Insurance
- RISE will provide police coverage. They have already been in contact with Lt. Gendron about the cost.
- RISE will provide two (2) temporary portable restrooms for the day of the event.
- They are willing to modify the hours as follows
  - 10 am – 12 noon set up
  - 12 noon – 4 pm Festival will take place
  - 5:30 – clean up will be completed and parking lot ready for use

Councilmember Montferrat – Stated that the business owners were notified and they are all aware of and ok with the parking lot being closed for the day.

Councilmember Misiura – Stated that he still has concerns with the use of the parking lot.

After further discussion, it was decided that the Resolution would be modified to address the concerns of the Parks and Recreation Commission. Councilmember Bluth stated that a special meeting of the Parks and Rec Commission would need to be scheduled to further discuss the application and render their decision. A public notice will be published and posted once the meeting is scheduled.

Councilmember Montferrat moved Resolution 2015-134 as amended; Councilmember Kurs seconded.

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

Resolution adopted 6-0.

Resolution 2015-134

*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 Memorial Park for the Latino Festival of Hightstown-East Windsor to be held on July 11, 2015 from 12 Noon until 4:00pm; and

**WHEREAS**, they have also requested the use of the Municipal Memorial Parking Lot for the event; and

**WHEREAS**, the event is sponsored by RISE in conjunction with the Hightstown Borough Cultural Arts Commission; and

**WHEREAS**, they will be present from 10:00am to 5:30pm to allow for set-up and clean-up of the facilities; 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 that is approved by the Borough's insurance provider; and

**WHEREAS**, the Community Action Center d/b/a RISE will provide, at their expense, police coverage for the duration of the event; and

**WHEREAS**, the Community Action Center d/b/a RISE will provide, at their expense, two (2) temporary portable restrooms for the day 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 Memorial Parking Lot for the Hightstown-East Windsor Latino Festival to be held on July 11, 2015 providing compliance with the requirements stated herein.

**Consent Agenda – Resolutions 2015-135, 2015-136, 2015-137, 2015-138, 2015-139, 2015-140, 2015-141, 2015-142, 2015-144, 2015-145, 2015-146**

Councilmember Kurs moved Resolutions 2015-135, 2015-136, 2015-137, 2015-138, 2015-139, 2015-140, 2015-141, 2015-142, 2015-144, 2015-145, 2015-146 as a consent agenda; Council President Hansen seconded.

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

Resolutions adopted 6-0.

Resolution 2015-135

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

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS  
PRIOR TO ADOPTION OF THE 2015 BUDGET**

**WHEREAS**, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2015 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 2015 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i><b>THIS RESOLUTION</b></i>	<i><b>PREVIOUS TOTAL</b></i>	<i><b>CUMULATIVE TOTAL</b></i>
Current	148,200.00	1,000,627.00	<b>1,148,827.00</b>
Capital Outlay – Current	0.00	0.00	<b>0.00</b>
Debt Service – Current	0.00	0.00	<b>0.00</b>
Water/Sewer	82,000.00	736,000.00	<b>818,000.00</b>
Capital Outlay – W/S	0.00	0.00	<b>0.00</b>
Debt Service - W/S	0.00	0.00	<b>0.00</b>
<b>TOTAL</b>	<b>230,200.00</b>	<b>1,736,627.00</b>	<b>1,966,827.00</b>

**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 2015 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 Treasurer.

Resolution 2015-136

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

**AUTHORIZING THE ISSUANCE OF AN AUCTION LICENSE AND WAIVING THE  
ASSOCIATED FEE – HIGHTSTOWN ENGINE COMPANY #1**

**WHEREAS**, an application for a license to hold an auction on Thursday, June 4, 2015 at 101 Main Street in the Borough of Hightstown has been submitted by Hightstown Engine Co. #1; and

**WHEREAS**, Hightstown Engine Co. #1 has requested that the Borough waive the \$100.00 fee associated with this auction license; and

**WHEREAS**, the application has been reviewed and approved by the Police Department; and

**WHEREAS**, it is the desire of the Mayor and Council that a license be issued to Hightstown Engine Co. #1 for this event and that the \$100.00 license fee be waived.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is hereby authorized to issue a license to Hightstown Engine Co. #1 for their auction to be held on Thursday, June 4, 2015, at 101 Main Street and that the fee for said license shall be waived.

Resolution 2015-137

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

**AUTHORIZING THE ISSUANCE OF AN AUCTION LICENSE - EMPIRE ANTIQUES**

**WHEREAS**, an application for a license to hold an auction on Saturday, June 6, 2015 at 278 Monmouth Street in the Borough of Hightstown has been submitted by Empire Antiques, together with the required fee; and

**WHEREAS**, the application has been reviewed and approved by the Police Department; and

**WHEREAS**, it is the desire of the Mayor and Council that a license be issued to Empire Antiques for this event.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is hereby authorized to issue a license to Empire Antiques for their auction to be held on Saturday, June 6, 2015, at 278 Monmouth Street.

Resolution 2015-138

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

**AUTHORIZING THE ISSUANCE OF AN AUCTION LICENSE – COOLEST REFRIGERATION LLC**

**WHEREAS**, an application for a license to hold an auction on Wednesday, May 20, 2015 at 101 Bank Street in the Borough of Hightstown has been submitted by Empire Antiques, together with the required fee; and

**WHEREAS**, the application has been reviewed and approved by the Police Department; and

**WHEREAS**, it is the desire of the Mayor and Council that a license be issued to Coolest Refrigeration, LLC for this event.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is hereby authorized to issue a license to Coolest Refrigeration, LLC for their auction to be held on Wednesday, May 20, 2015, at 101 Bank Street.

Resolution 2015-139

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

**AUTHORIZING ISSUANCE OF RAFFLE LICENSE #RL-2015-02 TO HIGHTSTOWN**

**ENGINE CO. NO. 1**

**WHEREAS**, the Hightstown Engine Company No. 1 wishes to hold an on-premise 50/50 raffle at 101 Main Street on Thursday, June 4 2015; and

**WHEREAS**, the group has submitted application number RA-2015-02 for this raffle along with the required fees; and

**WHEREAS**, Hightstown Engine Company No. 1 is currently registered with the Legalized Games of Chance Control Commission, holding registration identification number 209-9-33988; and

**WHEREAS**, the Borough Clerk and the Police Department have reviewed the application and have determined that the requirements of N.J.S.A. 5:8-53, regarding the applicant, the members in charge of the game, and the game itself, have been met;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is authorized to issue Raffle License No. 2015-02 to the Hightstown Engine Company No. 1 for their raffle to be held on June 4, 2015.

Resolution 2015-140

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

**APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL  
GRANT WRITING SERVICES – TRIAD ASSOCIATES**

**WHEREAS**, there exists the need for specialized grant writing services for the Borough during 2015; and

**WHEREAS**, five (5) proposals were received for professional grant writing services for the year 2015; and

**WHEREAS**, the proposals were reviewed and evaluated by Borough Administrator and Municipal Clerk at the direction of the Borough Council; and

**WHEREAS**, it is the recommendation of the Borough Administrator and Municipal Clerk that a contract for grant writing service be awarded to Triad Associates of Vineland, New Jersey; and

**WHEREAS**, it is the desire of Borough Council to appoint Triad Associates of Vineland ,New Jersey as Grant Writer effective January 1, 2015; and

**WHEREAS**, the cost for the proposed services shall not exceed \$10,000.00 without further approval by the Borough Council; and,

**WHEREAS**, funds for this purpose will be made available in the 2015 budget; and,

**WHEREAS**, the Borough Attorney will review and approve the contract for execution by the Borough; and

**WHEREAS**, the anticipated term of this contract is for the balance of 2015, and it may only be renewed upon further action of the Borough Council; and

**WHEREAS**, this contract is awarded as a “fair and open contract” pursuant to and in accordance with the Local Unit Pay-to-Play Law.

**NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED**, by the Borough Council of the Borough of Hightstown that the Mayor is authorized to execute and the Borough Clerk to attest an agreement between the Borough of Hightstown and Triad Associates of Vineland, New Jersey for professional grant writing services for the year 2015.

Resolution 2015-141

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

**SUPPORTING ASSEMBLY BILL A-4325 “TRANSPARENT TAX ACT OF 2015”**

**WHEREAS**, Assembly Bill No. A-4325 supplementing chapter 4 of Title 54, R.S.54:4-65 and designated the "Transparent Tax Act of 2015" is being considered for adoption by the New Jersey State Assembly; and

**WHEREAS**, the amendment would permit the local jurisdiction to print separate tax bills to each taxpayer, one showing the amount of property taxes due and payable for municipal tax purposes, the other shall state the amount of property taxes due and payable for county purposes, school purposes, fire district purposes, and for the purposes of any other special district on behalf of which the municipality collects property taxes; and

**WHEREAS**, both bills shall include a brief tabulation showing the distribution of the total amount to be raised by taxes; and

**WHEREAS**, A-4325 would require the municipal tax collector to send notice of the pro rata share, if any, of the property tax appeal refunds paid by the municipality during the tax year to the county, school districts, and fire districts for inclusion in their annual budgets; and

**WHEREAS**, in the following tax year in which the refunds were paid, the municipal tax collector is then required to deduct the applicable pro rata share of the property tax refund from the amounts to be paid to the county, and each school and fire district; and

**WHEREAS**, these amendments, if adopted, will assist the general public to understand the tax bill, the structure of the taxes, and the level of support for each agency, and will further provide a more equitable structure to share the obligation of paying approved tax appeals as the title states, creates transparency in the tax supporting local assessments.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Hightstown, County of Mercer, and State of New Jersey, hereby supports Assembly Bill A-4235 amending Title 54:4-65 and urges the Legislature to approve and pass the bill for the reasons expressed herein; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent to the members of the NJ State Assembly, the members of the NJ Senate, and the Governor of the State of NJ, the New Jersey State League of Municipalities, the Municipal Clerks' Association of New Jersey, and all Mercer County municipalities.

Resolution 2015-142

*BOROUGH OF HIGHTSTOWN*

*COUNTY OF MERCER  
STATE OF NEW JERSEY*

**NAMING A COUNCIL LIAISON FOR THE CODE ENFORCEMENT DEPARTMENT**

**WHEREAS**, there is a need for a Borough Council liaison for the Code Enforcement Department; and

**WHEREAS**, the Borough Council wishes to appoint Councilmember Lee Stults to serve as Borough Council liaison for the Code Enforcement Department.

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that Councilmember Lee Stults is hereby appointed to serve as Borough Council liaison for the Code Enforcement Department.

Resolution 2015-144

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

**AUTHORIZING THE BOROUGH ADMINISTRATOR TO ACT AS REPRESENTATIVE FOR  
THE BOROUGH OF HIGHTSTOWN FOR MATTERS RELATING TO THE NEW JERSEY  
ENVIRONMENTAL INFRASTRUCTURE LOAN**

**WHEREAS**, the Borough Council has authorized application for a New Jersey Environmental Infrastructure Loan for several projects for the Water Plant and Advanced Waste Water Treatment Plant of Hightstown Borough; and

**WHEREAS**, it is required that the Borough Council authorize Henry Underhill, Borough Administrator, to represent the Borough in all matters relating to the projects undertaken pursuant to the New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust; and

**WHEREAS**, the Borough Council wishes to authorize Henry Underhill, Borough Administrator, to represent the Borough in all matters relating to the projects undertaken pursuant to the New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that Henry Underhill, Borough Administrator, is hereby authorized to represent Hightstown Borough in all matters relating to the projects undertaken pursuant to the New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust.

Resolution 2015-145

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

**AUTHORIZING RELEASE OF ESCROW FUNDS – NEW CINGULAR WIRELESS  
PCS, LLC (“AT&T”) (BLOCK 61.01, LOTS 43, 44 & 45)**



**WHEREAS**, New Cingular Wireless PCS, LLC (AT&T) deposited escrow funds in the amount of \$2,600.00 for a project at Block 61.01, Lots 43, 44 & 45; and

**WHEREAS**, New Cingular Wireless PCS, LLC (AT&T) has requested that the escrow funds on deposit with the Borough for Block 61.01, Lots 43, 44 & 45 be released; and

**WHEREAS**, the project has been complete for quite some time and it is recommended that the Borough release the remaining escrow funds.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Treasurer is authorized and directed to release the escrow funds on deposit with the Borough to New Cingular Wireless PCS, LLC (AT&T).

A certified copy of this Resolution shall be provided to the following:

- a. New Cingular Wireless PCS, LLC (AT&T)
- b. Janice Mohr-Kminek, Treasurer
- c. Sandy Belan, Planning Board Secretary
- d. Carmela Roberts, Borough Engineer

Resolution 2015-146

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

**AUTHORIZING ACCEPTANCE OF A MAINTENANCE GUARANTEE – SEYMOUR  
INVESTMENTS, LLC (BLOCK 13, LOT 24.01)**

**WHEREAS**, the Borough Engineer has deemed the project located at block 13, Lot 24.01 complete; and

**WHEREAS**, it is required that Seymour Investments file a maintenance bond in the amount of \$10,683.40 with the Borough; and

**WHEREAS**, Seymour Investments, LLC has deposited check #9172 in the amount of \$10,683.40 with the Borough to serve as the required maintenance bond; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the project located at block 13, lot 24.01 is hereby deemed complete and the Borough accepts check #9172 in the amount of \$10,683.40 to serve as the maintenance bond on this project.

**Discussion**

**Wyckoff Mills Road Speed Limit**

There was discussion regarding the speed limit on Wyckoff Mills Road. It had been brought to the Police Department's attention that there are signs posted with a speed limit of 25 mph where our ordinance states 35 mph. Councilmember Bluth stated that there are no signs at all going out toward Cranbury Station Road. The Hightstown Police Department recommends the speed limit on Wyckoff's Mill Road should be 25 mph.

After further discussion it was the consensus of Council that since 90% of the Borough has a speed limit of 25 mph, Wyckoff Mills Road should be 25 mph also.

An ordinance establishing the speed limit for Wyckoff Mills Road will be introduced at the June 1, 2015 Borough Council Meeting.

### **Re-Development Subcommittee**

Mayor Quattrone spoke about the Re-Development Subcommittee for the Mill Property. At present time, the subcommittee consists of Council President Hansen, Councilmember Misiura and himself. He has decided to step down from the committee and appoint Councilmember Stults.

Discussion ensued. Borough Attorney, Fred Raffetto, recommended that only 2 Councilmembers be part of the Re-Development Subcommittee.

After further discussion, it was decided that Council President Hansen and Councilmember Misiura would be part of the subcommittee. Mayor Quattrone will appoint 1 member from the Planning Board and 1 member of the Public to round out the Re-Development Subcommittee.

### **Animal Census**

Councilmember Misiura stated that he never knew that the need for an Animal Census existed but after research, he found that it is a State law that a dog census be conducted every 2 years.

Mayor Quattrone stated that the Hightstown Board of Health has established licensing requirements for both dogs and cats. This is to stay on top of rabies vaccinations.

### **Public Comment Period II**

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

Rob Thibault, 504 South Main Street – Regarding the Pet Census, he stated there is no rabies epidemic concern. During the last pet census, the Animal Control Officer tried to force their way into his home. We do not need government officials looking into our windows. Regarding the Application for RISE for the Cultural Festival – He is concerned that on the park use application the approximate number of people attending was 100 but in addressing Council tonight they stated that approximately 400 people would be attending. This does not sound like it is a well organized event.

Scott Caster, 12 Clover Lane – Spoke about code enforcement. Stated that overcrowding lowers property values and needs to be enforced.

Lynn Woods, 315 Park Avenue – Asked Council President Hansen to elaborate on her question about the 3 minute rule. Stated that she feels that by the Mayor cutting her off, he does not think that what she was talking about was important. Ended by stating that Association Park looks wonderful.

Eugene Sarafin, 628 South Main Street – Stated that he likes to speak loud and he is tired of obnoxious people. Asked Council to please reconsider the silly 3 minute rule and to start treating people like people. Ended by asking Council to please stop negotiating with East Windsor.

Doug Mair, 536 South Main Street – Regarding the Latino Festival, stated that the park use application must be accompanied by a certificate of insurance. He is disappointed that Council choose to pass the resolution even though there are still questions.

Jean Mair, 536 South Main Street – Yielded her 3 minutes to Dough Mair.

Doug Mair, 536 South Main Street – Continued speaking about Latino Festival. Council members are not organizers. If you make exceptions for this organization, you need to do the same for all other organizations in the future. Thanked the Clerk's office for getting the Borough Council minutes up to date on the website. Would like to have all committee minutes up to date and asked that the liaisons please get their committee chairs to get the minutes to the Clerk's Office so they may be put up on the website.

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

### **Council/Mayor/Administrative Reports**

#### **Councilmember Stults**

Code Enforcement – There has been some personnel moves in our Zoning Department. The part-time Zoning Officer, that was only in town on Saturdays, has been let go. George Chin has been appointed Zoning Officer. Dave Bell, Housing Inspector, has been made a full-time employee. This is a better distribution of Borough staff and resources. He will have an Zoning update at the next meeting.

Planning Board – Sign ordinance is in sub-committee. They are discussing the time allowed for grand opening signs and new types of signs.

Downtown Hightstown – Visioning Workshop will be held at the Baptist Church, May 26<sup>th</sup> from 4 p.m. – 8 p.m. Everyone is welcome. This workshop is fully funded by Downtown Hightstown.

#### **Councilmember Bluth**

Parks and Recreation Commission – 1<sup>st</sup> Concert in the Park will be June 25<sup>th</sup>; Farmers market will begin June 26<sup>th</sup>; The Triathlon is scheduled for September 13<sup>th</sup>

#### **Councilmember Montferrat**

Latino Festival – Thanked everyone for their comments

Historic Preservation Commission – Will meet again May 21<sup>st</sup>; He will work on getting the minutes up to date for the website

#### **Councilmember Kurs**

Police Department – On May 3, 2015, Sergeant Miller and Officer Esposito responded to a 9-1-1 call for an overdose. They administered *Narcan* and were able to resuscitate the patient and hand off to EMS workers.

Fire Department – Hightstown Fire Department had 1 firefighter injured in the fire at Windsor Castle on May 11<sup>th</sup>. The injury was not serious and the firefighter is fully recovered.

First Aid – Thanked Council for acknowledging our volunteer first aid members for EMS Week.

### **Councilmember Misiura**

Asked if Council could receive a “draft” agenda following the Mayor’s agenda meetings.

Board of Health – Last meeting was May 3<sup>rd</sup>. They are discussing the Trap Neuter Release Ordinance.

### **Council President Hansen**

Cultural Arts Commission – Is not sure why the minutes are not being submitted. She will look into this.

Budget – A lot of specific work was done by our professionals and Council is very informed.

Personnel – Salary and wage work is being done. We need to reduce turnover in the Borough. There was a lot of instability in 2014. New practices need to be put into place to keep our employees.

### **Mayor Quattrone**

Property Maintenance – We are working hard to enforce regulations without invading civil rights. Properties that are not registered are hard to enforce. The public needs to come forward with their complaints.

Committee Minutes – Council Liaisons, please have your committees submit their minutes to the Clerk or Deputy Clerk so they may be placed on the website.

Latino Festival – This is a good thing. We need to learn more about the Latino culture. They are an interesting group and are trying to become part of our community.

Executive Session – These are closed sessions because of legal issues that cannot be talked about in public. Please know that we are working on these issues and will update the public when we are legally allowed to do so.

### **Adjourn to Executive Session**

### **Resolution 2015-147 Authorizing a Meeting Which Excludes the Public**

Council President Hansen moved Resolution 2015-147; Councilmember Montferrat seconded.

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

Resolution adopted 6-0.

Resolution 2015-147

*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 May 18, 2015 directly following the general meeting 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 – Shared Services:  
Police/Dispatch/Court  
EMS  
Local 32 Union Negotiations

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: August 18, 2015 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 9:47 p.m.

Council reconvened into public session at 11:18 p.m.

Councilmember Bluth motioned to adjourn at 11:18 p.m.; Councilmember Stults seconded. All ayes.

Respectfully submitted,

Margaret M. Riggio  
Deputy Borough Clerk