

Meeting Minutes
Hightstown Borough Council
Workshop Meeting
May 4, 2015
7:00 p.m.

The meeting was called to order by Mayor Quattrone at 7:03 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; Fred Raffetto, Borough Attorney.

Approval of Agenda

Mayor Quattrone requested that the minutes from the March 25 and March 30, 2015 Budget Meetings be removed. Both sets of said minutes were previously voted upon and were left on the agenda in error.

Councilmember Misiura requested that the topic of signs in the commercial highway district be added to the discussion items.

Councilmember Kurs requested that the topic of “*Click it or Ticket*” be added to the discussion items.

Councilmember Kurs 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.

Public Comment Period I

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

Walter Sikorski, 326 North Main Street – Spoke about police outsourcing. Stated that Hightstown has been trying to outsource the police department for 7 1/3 years. It’s time for Hightstown to set a deadline to end negotiations. He did not receive any confidential information from anyone. This is all his own thoughts.

Phyllis Deal, 305 Stockton Street – Stated that she was very surprised of about the lack of police presence during the town wide garage sale on May 2nd. Went on to say that there is a lack of police presence on Stockton Street normally.

Lynn Woods, 315 Park Avenue – Questioned the discussion about the decorum at meetings ordinance. There is already a resolution in place; that needs to be enforced. She also asked for clarification about what is meant by “out of turn”. She doesn’t understand why some people are reprimanded at meetings while others are not. Regarding executive session, she stated that general questions can be answered in public session. She ended by questioning if any research is being done by Council regarding the police outsourcing.

Ken Hitchner, 450 South Main Street – Congratulated Council for their accomplishments thus far. Would like to see a crossing strip at end of the island on Main Street so people can cross from Memorial Parking Lot to 12 Farms Restaurant and other business on that end of the street. Look at Allentown and Princeton, they have crossing strips all through town. Also spoke about communication with the residents. Complimented the Borough Website. Would like to see a quarterly report sent to residents about what has been done, what is being done and what has been tabled. Communication needs to be better.

Doug Mair, 536 South Main Street – Spoke about Freedom of Speech. When the mayor goes on record to suggest that a decorum be established or revised because councilmembers are being singled out is preposterous. The spirit of Resolution 2013-52 was to provide additional weight to Roberts Rules of Order. It was not meant to remove ones rights. This is why it is imperative to have the Borough Attorney at every meeting for legal clarification.

Rob Thibault, 504 South Main Street – Commented about the roads being closed on May 2nd because of a parade/protest. Questioned if the Borough knew about the parade, why wasn't the public notified. Asked if the group sponsoring the event received the proper park and parade permits and why insurance was waived. Claimed that this was a double standard. Ended by stating that the decorum ordinance was an insult to residents.

Eugene Sarafin, 628 South Main Street – Stated that there is nothing confidential. People talk. Urged Council to stop negotiations with East Windsor. If an agreement is made with East Windsor for police outsourcing, he will demand a recall of the elected officials of Hightstown.

Scott Caster, 12 Clover Lane – Complimented Mayor Quattrone on how he represents Hightstown. Urged Council to please stop negotiating with East Windsor, it's been going on for too many years. Pointed out that the Housing Authority needs to be cleaned up.

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

Ordinances

2015-08 Final Reading and Public Hearing – An Ordinance Amending and Supplementing Chapter 7, Entitled “Traffic,” Subsection 7-37-1, Entitled “Regulation for the Movement and the Parking of Traffic on Municipal Property and Board of Education Property” to the “Revised General Ordinances of the Borough of Hightstown, New Jersey”

Mayor Quattrone opened the Public Hearing on Ordinance 2015-08 and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – Stated that he thinks this ordinance is a good idea.

Scott Caster, 12 Clover Lane – Thank you for addressing this issue. There needs to be stronger enforcement regarding parking downtown.

Doug Mair, 536 South Main Street – Asked if the Clerk or Deputy Clerk could please fix the typo in the Ordinance Title.

There being no further comments, Mayor Quattrone closed the Public Hearing.

Councilmember Kurs moved Ordinance 2015-08 for adoption. Councilmember Bluth seconded.

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

Ordinance adopted 6-0.

Ordinance 2015-08

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

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7, ENTITLED “TRAFFIC,” SUB-SECTION 7-37-1, ENTITLED “REGULATION FOR THE MOVEMENT AND THE PARKING OF TRAFFIC ON MUNICIPAL PROPERTY AND BOARD OF EDUCATION PROPERTY” TO THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY.”

WHEREAS, the Police Department has determined that amendments are needed to Chapter 7, Sub-Section 7-37-1 of the Revised General Ordinances of the Borough of Hightstown.

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

Section 1. That Chapter 7, entitled “Traffic,” Sub-Section 7-37-1, entitled “Regulation for the Movement and the Parking of Traffic on Municipal Property and Board of Education Property” of the Revised General Ordinances of the Borough of Hightstown, is hereby amended to read (deletions are shown as ~~cross-outs~~ and additions are shown with underline):

Subsection 7-37-1 Regulation for the Movement and the Parking of Traffic on Municipal Property and Board of Education Property.

a. **Definitions.**

“Site Plan” shall be defined as the site plan dated March 4, 2002, which is on file in the office of the Borough Clerk and which depicts the Borough of Hightstown’s Main Street and Stockton Street parking lots.

“Main Street lot” is the municipal parking lot located at Block 28, Lot 56 in the Borough of Hightstown.

“Stockton Street lot” is the municipal parking lot located at Block 33, Lots 1, 11, 12, 33 and 35 in the Borough of Hightstown.

“Lot ‘A’” is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

“Lot ‘B’” ” is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

“Lot ‘C’” ” is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

“Lot ‘D’” ” is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

“Lot ‘E’” is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

“Road ‘A’” is that portion of the Stockton Street parking lot delineated as such by the New Jersey

Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

“Road ‘B’” is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

“Road ‘C’” is that portion of the Stockton Street parking lot delineated as such by the New Jersey Department of Transportation on the site plan prepared by Carmela Santaniello, Borough Engineer as of July 28, 2004 and marked up by the NJDOT (Mark A. Hiestand) on July 15, 2005, which plan is on file in the office of the Borough Clerk.

b. **General Parking.**

All vehicles must park in designated areas and between the lines provided upon any of the properties or parts of properties described below.

Property
1. Main Street lot
2. Stockton Street lot

c. **Time Limit Parking.**

No person shall park a vehicle for longer than the time limit upon any of the parking lots or parts of parking lots described below between the hours of 7 a.m. and 7 p.m. Mondays thru Saturdays, except holidays:

Name of Street	Sides	Hours	Location
Main Street lot	All	4	As indicated on the site plan
Stockton Street lot:			
Lot “A”	North and South	4	As indicated on the site plan
Lot “C”	East and West	4	As indicated on the site plan
Lot “D”	North and South	4	As indicated on the site plan

d. **Permit Parking.**

No person shall park a vehicle at the below-described locations unless said vehicle shall have a valid permit displayed. Said permit shall have been issued in accordance with the provisions of Section 7-37.1(h) herein.

Name of Street	Sides	Hours	Location
Stockton Street lot – Lot “E”	South	All	As indicated on the site plan
Stockton Street lot – Lot “B”	South	All	As indicated on the site plan

e. **Handicapped Parking.**

In accordance with the provisions of N.J.S.A. 39:4-197, handicapped parking spaces are designated on municipal and board of education property as described below. Such spaces are for use by persons who have been issued special identification cards, plates or placards issued by the Division of Motor Vehicles, or a temporary placard issued by the Chief of Police. No other person shall be permitted to park in these spaces. All stalls shall be 12 feet wide and signed with the R7-8 and R7-8P (Reserved Parking Sign and Penalty Plate).

Property	Location
Main Street lot	As indicated on the site plan.
Stockton Street lot	As indicated on the site plan.

f. **Parking of Certain Trucks, Trailers and Vehicles Prohibited.**

No person shall park any vehicle over three (3) tons gross weight (GVW), a school bus, or any other type of bus, recreational vehicle, camper, boat or trailer between the hours specified upon any of the properties or parts of properties described below:

Property	Hours	Location
Main Street lot	All	Entire lot
Stockton Street lot	All	Entire lot

g. **Tow-Away Zones.**

Any vehicle parked or standing upon any of the properties or parts of properties described below so as to obstruct or impede a normal flow of traffic or block entrances or exit ways, loading zones, oil fills, any grassy area or pedestrian walkway, or to present in any way a safety or traffic hazard, may be removed by towing the vehicle at the owner's or operator's expense.

Property
1. Main Street lot
2. Stockton Street lot

h. **Stop Intersections.**

The following described intersections are hereby designated as Stop Intersections. Stop signs shall be installed as provided herein:

<u>Intersection:</u>	<u>Stop sign on:</u>	
Road "A" and Rogers Avenue	Road	"A"
Road "C" and Rogers Avenue	Road	"C"
Road "B" and Stockton Street	Road "B"	

i. **Speed Limits.**

The speed limit for both directions of traffic on all roadways in the parking lots shall be 15 m.p.h. Regulatory and warning signs shall be erected and maintained to effect the above designated speed limit authorized by the Department of Transportation.

k. **Loading Zones.**

The locations described below are hereby designated as Loading Zones. No person shall park a vehicle in said location during the time indicated other than for the loading or unloading of goods and materials.

Name of Street	Sides	Hours	Location
Stockton Street lot:			
Lot "A"	North	All	As indicated on the site plan
Lot "B"	East	All	As indicated on the site plan

l. **Mid Block Crosswalks.**

The following locations shall be established as Mid-Block Crosswalks:

Name of street	Location
Road "A"	As indicated on the site plan
Road "B"	As indicated on the site plan

All signing shall conform to the current edition of the Manual on Uniform Traffic Control Devices, pursuant to N.J.S.A. 39:4-198 and N.J.S.A. 39:4-183.27.

m. **Permits; Qualification; Issuance.**

A person seeking issuance of a parking permit for the Stockton Street lot shall file an application with the office of Borough Clerk on forms provided by ~~her~~ the Borough Clerk.

1. *Qualification.* Permits shall be issued only to:

- a. Residents of Block 33 and residents of those lots situated in Block 23 which border Main Street.
- b. Owners of businesses located in Block 33 and in those lots situated in Block 23 which border Main Street.
- c. Employees of businesses located in Block 33 and in those lots situated in Block 23 which border Main Street.
- d. Owners of businesses located in Block 21.01 which have no onsite parking.
- e. Employees of businesses located in Block 21.01 which have no onsite parking.
- f. Residents of Block 21.01 which have no onsite parking.
- g. Owners of businesses located in Block 54.
- h. Employees of businesses located in Block 54.

Proof of eligibility shall be provided at the time of application, and shall consist of: for residents, a valid New Jersey driver's license showing address of residence; and for business owners or employees, a notarized statement by the business owner, on forms supplied by the Borough Clerk, attesting to eligibility of applicant. Owners and employees of industrial businesses shall not be eligible to obtain parking permits under this subsection.

Permits issued to owners or employees of businesses located in Block 54 shall be valid only in the permit parking area leased by the Borough, located at 105 South Main Street, and shall not be valid in the Stockton Street municipal parking lot.

2. *Permit Period.* Permits issued shall cover the period from the date of issuance through the following June 30, except that no permits issued shall expire before June 30, 2003.

3. *Contents.* The application shall contain the following information:

- a. The name, address and day and evening telephone numbers of the applicant.
- b. Proof of eligibility as detailed herein.

If, while the application is pending or during the term of any permit granted thereunder, there is any change that would alter the information given in the application, the applicant shall notify the Borough Clerk, in writing, within twenty-four (24) hours after such change.

4. *Fee.* The fee for parking permits in the Stockton Street lot shall be seventy-five (\$75.00) dollars per permit period and shall be paid at the filing of the application. Such fee shall be prorated on a monthly basis if application is made after the first month of the permit period and the monthly rate shall be charged for each month or partial month remaining in the permit period.

5. Regulation. The issued permit shall be conspicuously displayed in the vehicle, at the time of use of the appropriate parking lot. If the parking permit is not conspicuously displayed, the vehicle owner shall be found in violation of this ordinance.

n. **Enforcement.**

Parking regulations detailed herein shall be enforced by the Hightstown Police Department and any parking enforcement officers appointed by the Borough in accordance with *N.J.S.A. 40A:9-154.7*.

o. **Penalties.**

Unless another penalty is expressly provided for by New Jersey statute, every person convicted of a violation of this Ordinance or any supplement thereto shall be liable to a penalty of not more than ~~forty nine~~ one hundred dollars (\$~~49~~100.00) or imprisonment for a term not exceeding fifteen (15) days, or both.

(Ord. No. 2002-03; Ord. No. 2003-20; Ord. No. 2003-24; Ord. No. 2004-24; Ord. No. 2006-04; Ord. No. 2006-12; Ord. No. 2006-26; Ord. No. 2008-03; Ord. No. 2008-20)

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

2015-09 Final Reading and Public Hearing – An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)

Mayor Quattrone opened the Public Hearing for Ordinance 2015-09 and the following individuals spoke:

Scott Caster, 12 Clover Lane – Asked if they could direct questions to George Lang, CFO, when he arrived at the meeting.

Eugene Sarafin, 628 South Main Street – Asked for an explanation of the Cap Bank

Henry Underhill, Administrator – Every year there is a 1.5% cap on the budget increase with the ability to go to a 3.5% cap if you pass this ordinance. We don't need the 2% but if we pass this now, we have the ability to use that 2% should the need arise.

Doug Mair, 536 South Main Street – Stated that this public hearing should have waited until George Lang, CFO was present at the meeting. The Administrator explained the ordinance and now he is more confused than before the explanation. Commented that he does not think we should adopt this "just in case".

There being no further comment at this time, Mayor Quattrone adjourned the public hearing until George Lane, CFO, arrived to answer questions.

Resolutions

Resolution 2015-122 Authorizing Payment of Bills

Council President Hansen moved Resolution 2015-122; Councilmember Stults seconded.

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

Resolution adopted 6-0.

Resolution 2015-122
*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 \$211,212.72 from the following accounts:

Current		\$131,797.24
W/S Operating		67,502.32
General Capital		2,155.00
Water/Sewer Capital		0.00
Grant		0.00
Trust		3,041.55
Housing Trust		337.50
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		2,790.00
Unemployment Trust		0.00
Escrow		<u>3,589.11</u>
Total		<u><u>\$211,212.72</u></u>

2015-123 Authorizing the Borough of Hightstown to Hire One New Full-Time Regular Police Officer

Councilmember Kurs commented about the Hiring of Ryan Buck. Mr. Kurs explained that Officer Niro will be retiring at the end of May and the police department will be down officers. Mr. Buck is currently a Class II Officer in Hightstown and he will be a good fit in the Department.

Henry Underhill, Administrator, informed Council that even with the hiring of Mr. Buck, the police department is still down 1 officer.

Councilmember Kurs moved Resolution 2015-123; Council President Stults seconded.

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

Resolution adopted 6-0.

Resolution 2015-123
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING THE BOROUGH OF HIGHTSTOWN TO HIRE ONE NEW FULL-TIME REGULAR
POLICE OFFICER**

WHEREAS, due to the retirement of an Officer, and in order to maintain the health, safety and welfare of the public at large, the Hightstown Borough Council has determined that it is necessary to hire a rank and file police officer for the Borough; and

WHEREAS, Section 2-19.7 of the “Revised General Ordinances of the Borough of Hightstown, New Jersey,” governs the procedure relating to application for, and appointment to, the position of police officer of any rank within the Borough; and

WHEREAS, pursuant to Subsection 2-19.7(b), the Lieutenant has recommended that the Borough Council appoint Ryan S. Buck, of Tinton Falls, New Jersey as a Hightstown Borough Police Officer; and

WHEREAS, appointee Ryan S. Buck is a certified Class II officer who will require a waiver issued by the New Jersey Police Training Commission (“PTC”); and

WHEREAS, a PTC waiver is issued to officers who have graduated from a PTC approved academy and who only require a few courses of instruction for full certification; and

WHEREAS, it is the intention of the Borough that appointee Buck shall be enrolled in said Academy to commence with courses of instruction as soon as possible; and

WHEREAS, the employment of appointee Buck shall be conditioned upon his passing all applicable Borough requirements; and

WHEREAS, the employment of appointee Buck shall additionally be conditioned upon qualifying for PTC waivers, as indicated above; and

WHEREAS, the employment of appointee shall additionally be conditioned upon appointee Buck executing the Hightstown Borough Police Department Employment and Payment Reimbursement Agreement; and

WHEREAS, the Hightstown Borough Council believes that the hiring of the new police officer as referenced above is in the best interests of the health, safety and welfare of the Borough’s residents.

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

1. That the individual referenced above is hereby appointed to serve as full-time regular police officer for the Borough of Hightstown, contingent upon the conditions set forth in this Resolution.
2. That the employment of the new officer shall be conditioned upon passing all applicable Borough requirements.
3. That the employment of appointee Buck shall additionally be conditioned upon his qualifying for PTC waivers, as indicated above.
4. That the employment of appointee Buck shall additionally be conditioned upon appointee Buck executing the Hightstown Borough Police Department Employment and Payment Reimbursement Agreement.
5. That all other terms and conditions of employment relating to the new hire shall be as set forth in the existing FOP Agreement.
6. That all appropriate Borough officials are hereby authorized and directed to take all appropriate actions in furtherance of the intentions set forth in this Resolution.
7. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Appointee Ryan S. Buck;
 - b. Lieutenant Frank Gendron;
 - c. Police Commissioner Seth Kurs;

- d. Elizabeth Garcia, Esq., Borough Labor Counsel; and
- e. Frederick C. Raffetto, Esq., Borough Attorney.

2015-124 Rescinding the Award of Chemicals for Main Pool & Chemical Co., Inc. as Non-Responsive

Council President moved Resolution 2015-124; Councilmember Bluth seconded.

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

Resolution adopted 6-0.

Resolution 2015-124
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**RESCINDING THE AWARD OF CHEMICALS FOR MAIN POOL &
CHEMICAL CO., INC AS NON-RESPONSIVE**

WHEREAS, at the meeting of January 20, 2015 the Borough Council awarded the following chemical contracts to Main Pool and Chemical Co., Inc. of Dupont, Pennsylvania:

Bactericide (Resolution 2015-31)
Fluorosilicic Acid (Resolution 2015-33)
Sodium Bicarbonate (Resolution 2015-39)

Calcium Hypochlorite (Resolution 2015-32)
Ice Melt (Resolution 2015-35)
Sodium Bisulfite (Resolution 2015-40)

; and

WHEREAS, Main Pool & Chemical Co., Inc. has neglected to returned the executed agreement, performance bond and insurance certificate as required pursuant to the bid specifications and Local Public Contract Law; and

WHEREAS, the Borough Engineer and Purchasing Agent have recommended that all the resolutions awarding contracts as noted above be rescinded and award the contracts to the second lowest bidder for each; and

WHEREAS, the Borough Engineer has also recommended that the Borough recover the difference in chemical costs between Main Pool & Chemical Co., Inc. and the second lowest bidder by making a claim on their bid bond.

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

1. That all awarded contracts for the purchase of chemicals to Main Pool & Chemical Co., Inc. as set forth in this Resolution are hereby rescinded.
2. That the Borough shall make claim against the Main Pool & Chemical Co., Inc. bid bond.
3. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Main Pool & Chemical Co., Inc.;
 - b. Frederick C. Raffetto, Esq., Borough Attorney;
 - c. Carmela Roberts, Borough Engineer.

2015-125 Awarding Contracts for Various Chemicals – Univar USA, Inc.

Councilmember Montferrat moved Resolution 2015-125; Councilmember Bluth seconded.

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

Resolution adopted 6-0.

Resolution 2015-125
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

AWARDING CONTRACTS FOR VARIOUS CHEMICALS – UNIVAR USA, INC.

WHEREAS, bids were received on December 30, 2014 for various chemicals for the Water Treatment Plant and Advanced Waste Water Treatment Plant in Hightstown Borough; and

WHEREAS, several bids were awarded to Main Pool & Chemical Co., Inc. on January 20, 2015 with said contract to be effective February 1, 2015; and

WHEREAS, Main Pool & Chemical Company, Inc. neglected to return the contract and performance bond causing the Borough Council to rescind the contracts as non-responsive; and

WHEREAS, it is the recommendation of the Borough Engineer that the following chemicals be awarded to Univar USA, Inc. for the period remaining on the contracts as noted in the original bid specifications:

<u>CHEMICAL</u>	<u>COST</u>	<u>CONTRACT AMT.</u>
Fluorosilic Acid	\$6.49 per gallon	\$24,013.00
Sodium Bicarbonate	\$0.355 per pound	\$86,797.50
Sodium Bisulfite	\$1.14 per pound	\$ 752.40
Bactericide	\$4.15 per pound	\$ 4,980.00

; and

WHEREAS, funds will be made available in the 2015 and 2016 budgets for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that contracts for the chemicals as noted herein are hereby awarded to Univar USA, Inc. of Middletown, Pennsylvania effective immediately.

2015-126 Awarding a Contract for Calcium Hypochlorite – George S. Coyne Chemical Co., Inc.

Council President Hansen commented that the Resolution 2015-126 did not state the contract price and asked that the resolution be amended to include the total contract price.

Councilmember Bluth moved to amend Resolution 2015-126 to include the contract price; Councilmember Montferrat seconded.

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

Resolution amended 6-0.

Councilmember Bluth moved Resolution 2015-126; Councilmember Montferrat seconded.

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

Resolution adopted 6-0.

Resolution 2015-126
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AWARDING A CONTRACT FOR CALCIUM HYPOCHLORITE – GEORGE S. COYNE
CHEMICAL CO., INC.**

WHEREAS, bids were received on December 30, 2014 for Calcium Hypochlorite for the Water Treatment Plant and Advanced Waste Water Treatment Plant in Hightstown Borough; and

WHEREAS, the contract was awarded to Main Pool & Chemical Co., Inc. on January 20, 2015 with said contract to be effective February 1, 2015; and

WHEREAS, Main Pool & Chemical Company, Inc. neglected to return the contract and performance bond causing the Borough Council to rescind the contract as non-responsive; and

WHEREAS, it is the recommendation of the Borough Engineer that the contract for Calcium Hypochlorite be awarded to George S. Coyne Chemical Co., Inc. for the period remaining on the contracts as noted in the original bid specifications at a cost of \$2.0588 per pound, for a total contract in the amount of \$2,985.26; and

WHEREAS, funds will be made available in the 2015 and 2016 budgets for said expenditure;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that contracts for Calcium Hypochlorite as noted herein is hereby awarded to George S. Coyne Chemical Co., Inc. of Croydon, Pennsylvania effective immediately.

2015-127 Recognizing Municipal Clerks' Week (May 3 – May 9, 2015)

Councilmember Misiura moved Resolution 2015-127; Council President Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2015-127
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**RECOGNIZING MUNICIPAL CLERKS' WEEK
MAY 3 – 9, 2015**

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government that exists throughout the world; and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

Whereas, The Municipal Clerk serves as the information center on functions of local government and community; and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, county and international professional organizations; and

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, Be It Resolved by the Mayor and Borough Council of Hightstown Borough that we recognize the week of May 3 through May 9, 2015, as Municipal Clerks' Week, and further extend appreciation to our Municipal Clerk, Debra L. Sopronyi and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Discussion

Fire Truck

Henry Underhill, Administrator – Gave an update on the purchase of the new ladder truck. He has been working with Mike Sheehan and the Fire Department on the purchase. He informed Council that a new truck would take approximately 1 year to build. At this point, Mr. Underhill asked Mike Sheehan to come forward to give a more detailed update.

Mike Sheehan – Reported that the old truck is still working but is 25 years old and in need of repairs often. Just recently, the door latch broke and had to be repaired. According to FPA standards, any truck built before 1991 should be out of service. The current truck far exceeds that recommendation. Most repairs are done in-house when possible. He stated that the truck is becoming a hazard is very close to being sidelined.

Councilmember Misiura – Stated that according to NFPA standards, anything older than 15 years should not be refurbished. He also commented that the fire department found a truck less expensive than originally thought.

Councilmember Kurs – Stated that replacement of the truck is the only option. He went on to thank the Fire Department for all of their work and the information they provided.

Henry Underhill, Borough Administrator – Explained that we have the money budgeted for the down payment and we should move forward with the bond ordinance. He went on to say that, George Lang, CFO, informed him that if the bond ordinance is introduced on May 18th, it can be adopted in June and the funds would be available in July. He finished by saying that a grant cannot be applied for after a bond ordinance is introduced.

Councilmember Kurs – Stated that a grant for a new ladder truck is a long shot and the fire department is better off trying to get grants for equipment. There is a grant application in process for equipment at the moment.

Council President Hansen – Asked what would happen if the current fire truck needs to be sidelined before the new truck is ready? It was answered that we would need to rely on Mutual Aid.

RISE – Application for Park Use 7/11/15 – Memorial Park & Parking Lot

Councilmember Montferrat - Advised that RISE was planning on sponsoring a Latino Festival on July 11, 2015 from 10 a.m. – 6 p.m. they were submitting an application to Parks and Rec for use of Memorial Park and are asking Council to grant permission to close and use Memorial Parking lot for the event. Councilmember Montferrat recommends that Council adopt a resolution granting such permission.

There was discussion regarding Council's reservations about closing the parking lot. This parking lot serves the downtown businesses; if the lot were to be closed for the festival, business owners would need to be advised in advance. It was suggested that someone reach out to the businesses downtown go get their opinions about closing the parking lot. Another concern brought up was overflow parking. It was suggested that someone reach out to St. Anthony's to inquire about using their parking lot for the overflow.

It was decided that further discussion was needed before Council could grant permission for the use of Memorial Parking Lot. Further discussion would take place at the May 18, 2015 Council Meeting.

Decorum at Council Meetings Ordinance

There was discussion about having an ordinance in place that would establish guidelines for conduct at Borough Council Meetings.

Henry Underhill, Borough Administrator – Explained that if an ordinance is put into place, it is permanent while a resolution needs to be adopted every year. The verbiage that is being considered is the same as Resolution 2013-52; we are not looking to curtail the public's Freedom of Speech.

Fred Raffetto, Borough Attorney – Reiterated the difference between adopting an ordinance or resolution. He advised that if Council chooses to adopt the guidelines as a resolution, that the decorum resolution be adopted yearly at The Borough Council's Reorganization Meeting.

Councilmember Stults – Commented that he feels there is no need to address or change the guidelines. The public has a right to voice their opinions at a public meeting.

Councilmember Kurs – Supports the guidelines so that everyone knows what is expected of them. With guidelines in place open and clear communication can be had by all.

Council President Hansen – Stated that she supports the guidelines being renewed as a resolution or adopted as an ordinance. Went on to state that the public needs to address Council as a whole, not the Mayor or individual members.

Councilmember Misiura – Stated that in looking at Resolution 2013-52, he feels we do that anyway. He has no objection with supporting this. He finished by saying that an ordinance would be better than a resolution so it does not get overlooked.

Councilmember Montferrat – Commented that he agrees with Councilmember Misiura.

Councilmember Bluth – Commented that she doesn't need a list of rules to know how to behave.

After further discussion, it was decided that a resolution for adopting guidelines at a meeting would be placed on the agenda for the May 18, 2015 meeting.

Park Use Ordinance (Park Cleanup, Insurance Requirements, Application)

Mayor Quattrone opened the discussion regarding park use. He discussed the impact that use of the parks have on our Public Works Department and the insurance and application requirements currently in place.

Councilmember Bluth – Stated that the Parks and Rec Commission would like to see clearer verbiage about the insurance requirements and would like to make the insurance requirements mandatory for all applicants.

Fred Raffetto, Borough Attorney – Stated that there would be no problem requiring insurance for everyone.

After further discussion, it was decided that Mr. Underhill and Mr. Raffetto, would look into revising the current park use ordinance and application.

Grant Writer

Henry Underhill, Borough Administrator – Informed Council that the Borough Clerk and he interviewed several Grant Writing firms before making their recommendation. It is their recommendation that a contract be awarded to Triad Associates. This decision is based on Triad's track record and cost effective approach.

Councilmember Stults – Commented that he like Triad's letter. He feels that we need to be more proactive and go after grants that are available.

Councilmember Bluth – Stated that she is impressed with Triad's professionalism and likes the fact that there is no retainer fee and research for available grants are done at no extra cost.

Councilmember Montferrat – Stated that he has seen Triad's work firsthand and feels that they will do a good job for Hightstown.

Councilmember Misiura – Stated that he likes Triad's depth and versatility. We did budget for this so we should go ahead with the contract.

Council President Hansen – Commented that Triad looked like the best of all 3 firms interviewed and thinks this is a good idea.

Councilmember Kurs – Stated that he agrees with our professionals.

It was decided that a resolution authorizing a contract with Triad Associates be placed on the agenda for May 18, 2015.

2015-09 Final Reading and Public Hearing – An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)

At this time, George Lang, CFO, was present at the meeting.

Mayor Quattrone re-opened the Public Hearing for Ordinance 2015-09 and the following individuals spoke:

George Lang, CFO – Explained the Local Government Cap Law. He went on to explain that just because we are putting this ordinance in place does not mean that we will use it. This protects against the unexpected. We have not had to use this in the last several years. He also explained that 95% of the municipalities in the State adopt this ordinance. In his recommendation, Council should adopt this ordinance.

Doug Mair, 536 South Main Street – Stated that this sounds like a credit card. The problem with that is it gives the Borough the opportunity to spend unwisely.

Mr. Lang replied by stating that comparing this to a credit card is not a good comparison. By not adopting this ordinance, we are tying the hands of the Borough if an emergency arises.

Scott Caster, 12 Clover Lane – Stated that he feels this is like a line of credit and we would need to spend it wisely.

Jeff Peters, 113 Park Way – Pointed out that the downside of not adopting this ordinance is that if an emergency arises, we would need to go to referendum, which would cost the Borough more money. He supports this ordinance.

Eugene Sarafin, 628 South Main Street – Thanked Mr. Peters for clearing up the confusion on this ordinance.

Councilmember Misiura moved Ordinance 2015-09 for adoption; Councilmember Stults seconded.

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

Ordinance adopted 6-0.

Ordinance 2015-09
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 1.5% 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 2015 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 2.0% increase in the budget for said year, amounting to \$107,540.60 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 2015 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 \$188,196.05, and that the CY 2015 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.

Support Assembly Bill A-4325 – Transparent Tax Act of 2015

George Lang, CFO – Explained that this is regarding tax appeals. Taxes are broken down into school, county and municipal taxes. When tax appeals are filed during the year, we have to refund not only our portion but the school portion and the county portion. We do get a credit for the county portion. This bill is trying to divide up the tax appeals between the school and town so the town does not have the burden of paying the tax appeal. He stated his concern regarding this is, right now when an assessment is added to a property the Borough gets the entire amount, we do not have to pay school and county a portion. Went on to state that his fear is eventually we would need to pay the schools and the county their portion of the added assessment.

Councilmember Bluth – Stated that several years ago, we got hit very hard with tax appeals.

Henry Underhill, Borough Administrator – Stated that the Borough receives more appeals than added assessments. We have appeals every year. Went on to state that he feels that sending 2 tax bills would be confusing to residents and more work for the staff.

It was pointed out that this was just to support the bill and that municipalities will not be required to send out 2 tax bills.

After further discussion, it was decided that a resolution supporting this bill will be placed on the Agenda for the May 18, 2015 meeting.

Residential Maintenance on Foreclosed Properties

There was discussion regarding maintenance on foreclosed properties in the Borough with the question of holding the banks responsible for maintenance. East Windsor has just recently passed an ordinance addressing this issue.

After further discussion and review of East Windsor's ordinance, it was decided that we would move forward with our own ordinance replicating East Windsor's ordinance. This ordinance would be introduced at the May 18, 2015 meeting.

Signs in the Business Highway District

There was discussion regarding signs in the Business Highway District in town. At present time, banners, flags and "sail" signs are prohibited.

Councilmember Stults – commented that Planning Board already has a sub-committee looking into to this. He feels the different parts of town should have different requirements.

After further discussion, it was decided that this matter should be referred to the Planning Board for their recommendation.

Resolution 2015-128 Requesting the Hightstown Planning Board to Review the Borough Code Regarding Signage in the Highway Commercial Zone of Hightstown Borough

Councilmember Bluth moved Resolution 2015-128; Councilmember Stults seconded.

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

Resolution adopted 6-0.

Resolution 2015-128
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**REQUESTING THE HIGHTSTOWN PLANNING BOARD TO REVIEW THE BOROUGH CODE
REGARDING SIGNAGE IN THE HIGHWAY COMMERCIAL ZONE OF HIGHTSTOWN
BOROUGH**

WHEREAS, the Borough Council has discussed signage in the Highway Commercial Zone of the Borough; and

WHEREAS, the Borough Council would like the Hightstown Planning Board to review and suggest changes to signage regulations in this zone that would benefit businesses, but not undermine The Borough's Zoning Plan or quality of life.

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is hereby directed to submit this request for review of signage in the Highway Commercial Zone of Hightstown Borough to the Hightstown Planning Board for recommendation.

Click it or Ticket Grant

Councilmember Kurs explained the *Click it or Ticket* seatbelt mobilization from May 18 – May 31, 2015. He has spoken to Lt. Gendron and was informed that any money spend for this mobilization would be limited to whatever money was received from the Grant. The Borough would have no out of pocket expenses. Based on this information, he is comfortable recommending we move forward with the *Click it or Ticket* grant application.

Resolution 2015-129 Supporting the Click it or Ticket Mobilization of May 18 – May 31, 2015

Councilmember Montferrat moved Resolution 2015-129; Councilmember Stults seconded.

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

Resolution adopted 6-0.

Resolution 2015-129
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**SUPPORTING THE CLICK IT OR TICKET
MOBILIZATION OF MAY 18 – MAY 31, 2015**

Whereas, there were 556 motor vehicle fatalities in New Jersey in 2014; and

Whereas, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a seat belt; and

Whereas, use of a seat belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

Whereas, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975-2000; and

Whereas, the State of New Jersey will participate in the nationwide *Click It or Ticket* seat belt mobilization from May 18 – May 31, 2015 in an effort to raise awareness and increase seat belt usage through a combination of enforcement and education; and

Whereas, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate in the state from the current level of 88% to 90% and

Whereas, a further increase in seat belt usage in New Jersey will save lives on our roadways;

NOW THEREFORE BE IT REOSOLVED that the Mayor and Council of Hightstown Borough declares its support for the *Click It or Ticket* seat belt mobilization both locally and nationally from May 18 – May 31, 2015 and pledges to increase awareness of the mobilization and the benefits of seat belt use.

Jerry Riccardi, JCP&L

Mr. Riccardi from JCP&L informed residents about receiving updates on power outages. Residents may sign up for updates about when outages occur in town. Updates will continue until all power is restored. The Administrator, Mayor and Council may be added to receive updates if they request. Residents may go to www.firstenergycorp.com to receive more information.

Public Comment Period II

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

Lynn Woods, 315 Park Avenue – Thanked Councilmember Stults for his comments and addressing residents concerns. Stated that she thinks the Mayor is doing a wonderful job. Informed Council that the grass is very high at 569 North Main Street and would like a code enforcement officer to look at it. In regards to Officer Marchione, she stated that the hearing is over and an update is in order. Asked when we would receive the reports. Finished by stating that Officer Marchione has been suspended for 2 years and a decision needs to be made one way or another.

Joanna Jackson, 149 North Academy Street – Stated that we should support downtown businesses. Regarding the Latino Festival she suggested that someone reach out to the churches in town to inquire if their parking lots could be used for overflow parking. If business owners were notified in advance about the festival they would probably be ok with the parking lot being closed. She continued by stating that social media would be a good way to communicate with the public. She ended by suggesting that the meeting minutes be translated into Spanish for the Latino residents.

Scott Caster, 12 Clover Lane – Stated that he appreciated the Councilmembers who said that they did not need a set of rules to follow at council meeting. He went on to state that Council has no link to the businesses downtown. They need to communicate better with business owners not just notify them what is going on.

Tori Watkins, 68 Meadow Road – Regarding the Latino Festival, he commended Council for their due diligence. He continued by stating that he is disappointed that Council will not approve the use of the Parking Lot for this event. Saturday afternoons in downtown are empty and closing the parking lot would be harmless.

Doug Mair 536 South Main Street – Regarding the Fire Truck, he spoke of the safety hazards and the length of time it would take to build the new truck. Asked why we would wait to move forward on this. This is something that should be started on now. Regarding the CAP Bank Ordinance, he stated that he still does not agree with it, but he thanked Council and the CFO for the discussion and answers to the public's questions. Continued by thanking Councilmember Stults for showing what a standup politician should be. Concluded by stating that he has issues with the Culture Fair; are streets going to be shut down, will there be a police presence, who will be paying for the police? These are all questions that need to be answered before approval is given for this event.

Eugene Sarafin, 628 South Main Street – Stated that the ordinance for decorum should be passed. Continued by commenting that Council is trying to solve problems that do not exist.

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

Council/Mayor/Administrative Reports

Councilmember Bluth – Parks and Recreation Commission will meet again next week and she will have an update at the next Council meeting.

Councilmember Stults – Planning Board – The Planning Board has not met the new owner of the Mill yet. He has not come to the Planning Board yet with a plan of what he wants to do. They do know what is required of them for redevelopment. Planning Board has made the redevelopment plan more flexible so the property will not sit empty. Downtown Hightstown – Will be hosting an Envisioning Workshop on May 26th from 4 – 8 at the Baptist Church. This is a good chance for the community to get involved. Decorum – He doesn't mind the heated debate or being addressed individually.

Councilmember Montferrat – Historic Preservation Commission – He is working to get another house on the National Register. The HPC will meet this month. Latino Festival – This is funded by RISE. He stated that parking is always an issue and he feels that closing the parking lot for the afternoon will have minimal impact on the businesses. Giving the business owners 2 months advance notice of the closure should be plenty of notice. He urges Council and the Mayor to support the event.

Councilmember Kurs – Regarding the Unidad Parade, he was on Stockton Street on Saturday and traffic was no more than 5 minutes. They did have the proper permits for the parade and park use. He was not made aware of any problems from the events. He reminded the public that the budget was available for their review at the Hightstown Library. He advised everyone that the Police Activity Report would not be included in their packets. He spoke about the Better Beginnings Gala and reported that it was a tremendous success.

Councilmember Misiura – Addressed Mr. Hitcher's comment and advised that getting a crosswalk in the middle of the street is difficult. Latino Festival – He has concerns regarding the impact this will have on businesses and feels that further discussion is needed before a decision should be made. Stated that he is very happy about the Visionary Study for Downtown Hightstown. Environmental Commission – Had 2 new members sworn in at their last meeting.

Council President Hansen – Culture Arts Commission – Their grant application has been completed and submitted for \$6,125. Water Sewer Meeting – Talked about how the equipment is breaking down.

Henry Underhill, Borough Administrator – Updated about the timetable for the hearing officer – The stenographer would get the transcripts to both the defense attorney and borough attorney after which each attorney would submit a brief to the hearing officer based on the transcripts. After that is received the hearing officer would be able to render a decision. The transcript was received by our attorney today so in his estimation, it will be approximately 2 – 3 weeks before we would have a final decision.

Mayor Quattrone – Stated that he had the pleasure and honor to be present at IBEW Local 94's food drive to benefit RISE. This was a great thing to see and wonderful for the community. Spoke about the Better Beginnings Gala and how he tries to represent Hightstown as best he can. Went on to say what a pleasure this Council is to work with. Ended by asking Councilmember Stults to be the liaison for the Construction office.

Council President Hansen motioned to adjourn at 9:58 p.m.; Councilmember Misiura seconded. All ayes.

Respectfully submitted,

Margaret M. Riggio
Deputy Borough Clerk