

**Meeting Minutes  
Hightstown Borough Council  
Business Meeting  
December 19, 2016  
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:30 pm and he read the Open Public Meetings Act statement which stated, "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk's office."

The flag salute followed Roll Call.

	PRESENT	ABSENT
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Hansen</i>	✓	
<i>Councilmember Kurs</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Montferrat</i>	✓	
<i>Councilmember Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Henry Underhill, Borough Administrator and Fred Raffetto, Borough Attorney.

**EXECUTIVE SESSION**

**Resolution 2016-215 Authorizing a Meeting that Excludes the Public**

Mayor Quattrone asked that Resolution 2016-215 be amended to add Insurance to Contract Negotiations.

Councilmember Stults moved Resolution 2016-215 as amended; Councilmember Montferrat seconded.

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

Resolution adopted as amended 6-0.

Resolution 2016-215

*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 December 19, 2016 at 7:00 p.m. at the Hightstown Engine Co. #1 Fire House Hall located at 140 North Main Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

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

Contract Negotiations – Municipal Court

Municipal Building  
Shared Services – Administrator  
Insurance

Personnel – Borough Administrator

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: March 19, 2017, 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.

Mayor Quattrone called the public meeting to order at 7:32 p.m. and again read the Open Public Meetings Statement.

The Flag Salute followed roll call.

George Lang, CFO arrived at this time and is now present.

#### **APPROVAL OF AGENDA**

Mayor Quattrone asked that Resolutions 2016-239 and 2016-240 be added to the agenda.

Councilmember Kurs moved the agenda as amended. Councilmember Kurs seconded.

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

Agenda approved as amended 6-0.

#### **APPROVAL OF MINUTES**

Council President Hansen moved the November 21, 2016 Business Meeting Minutes for approval; Councilmember Stults seconded.

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

Minutes approved 6-0.

Councilmember Bluth moved the November 21, 2016 Executive Session Minutes for approval; Councilmember Stults seconded.

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

Minutes approved 6-0.

#### **PUBLIC COMMENT I**

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

**Doug Mair, 536 South Main Street** – Mr. Mair began to speak regarding the substance of items contained in the November 21, 2016 minutes, which minutes were on the agenda for approval at this meeting. Mayor Quattrone interrupted Mr. Mair and asked Mr. Raffetto to clarify whether it was appropriate for a member of the public to address items contained in prior meeting minutes during Public Comment I (i.e., given the guidelines previously set for the conduct of business at Council meetings per Resolution 2016-48), when the items that Mr. Mair was attempting to address were not listed on the agenda for this evening's meeting. Mr. Raffetto stated that, per Resolution 2016-48, Public Comment I is intended only for comments regarding items contained on the agenda adopted for the current meeting. According to Mr. Raffetto, since the items that Mr. Mair was attempting to address were not listed in a substantive manner on the agenda for the current meeting, they were not eligible to be addressed during Public Comment I; however, Mr. Raffetto advised Mr. Mair that he was free to address these items during Public Comment II, which is unrestricted as to topic. Discussion ensued, during which Mr. Mair contested Mr. Raffetto's conclusion and stated, among other things, that he had not been stopped on prior occasions from addressing items contained in prior meeting minutes during Public Comment I, that the language of Resolution 2016-48 does not support Mr. Raffetto's position, that he has other matters that he wished to address during Public Comment II, and that he feels he is being singled out and denied his right to free speech. Notwithstanding, Mayor Quattrone followed Mr. Raffetto's advice and requested that Mr. Mair refrain from addressing these matters until Public Comment II. As a result, Mr. Mair returned to his seat without concluding the matters that he had originally intended to address during that portion of the meeting.

**Eugene Sarafin, 628 South Main Street** – Praised Borough Administrator, Henry Underhill, for a superior job here in Hightstown and wished Mr. Underhill well.

**Scott Caster, 12 Clover Lane** – Wished everyone a Happy New Year, although he acknowledged that this was not an item listed on the agenda for this meeting.

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

## **RESOLUTIONS**

### **Resolution 2016-239 Authorizing a Shared Services Agreement with the Borough of Neptune city for Borough Administrator Services**

It was explained that this agreement is for Administrator services on a temporary basis until March 31, 2017. Mr. Underhill will work approximately 7 hours per week in Hightstown to help transition to a new Administrator and to help the Borough with open projects.

Council President Hansen moved Resolution 2016-239; Councilmember Montferrat seconded.

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

Resolution adopted 6-0.

Resolution 2016-239

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

### **AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE BOROUGH OF NEPTUNE CITY FOR BOROUGH ADMINISTRATOR SERVICES**

**WHEREAS**, the Borough of Hightstown ("Hightstown") and the Borough of Neptune City (Neptune City) wish to enter into a Shared Services Agreement for the provision of Borough Administrator services by Neptune City to

Hightstown; and

**WHEREAS**, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40:65-1, *et seq.*, authorizes the approval of Shared Services Agreements by Resolution; and

**WHEREAS**, both Municipalities desire to enter into this agreement for a period of three months commencing January 1, 2017, and ending March 31, 2017; and

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough Hightstown hereby enter into a Shared Service Agreement with the Borough of Neptune City under the provisions of the attached agreement; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Hightstown:

1. That the Mayor is hereby authorized to execute and the Municipal Clerk to attest the attached Shared Services Agreement for the services of Borough Administrator.
2. That a certified copy of this resolution and a copy of the attached Agreement shall be sent to the Department of Community Affairs, Division of Local Government Services.

**Resolution 2016-240 Authorizing Appointment of Interim Borough Administrator Debra L. Sopronyi**

It was stated that the Interim Administrator will handle the day-to-day duties of the Administrator for up to 90 days or until a new Administrator is hired.

Councilmember Bluth moved Resolution 2016-240; Councilmember Kurs seconded.

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

Resolution adopted 6-0.

Resolution 2016-240

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

**AUTHORIZING APPOINTMENT OF INTERIM BOROUGH ADMINISTRATOR  
(DEBRA L. SOPRONYI)**

**WHEREAS**, the current Borough Administrator, Henry Underhill, has rendered his resignation effective December 31, 2016; and

**WHEREAS**, the Borough is currently advertising for a permanent replacement for this position; and

**WHEREAS**, Section 2-9.5(b) of the Borough Code authorizes the Borough to appoint an Interim Administrator upon the removal of the Borough Administrator, for a period of ninety (90) days or until a permanent Administrator has been appointed pursuant to Section 2-9.3 of the Borough Code; and

**WHEREAS**, if the vacancy in the office of (permanent) Borough Administrator is not filled within the first (90) days, the Interim Administrator’s appointment may be renewed for periods of up to an additional ninety (90) days; and

**WHEREAS**, pursuant to Section 2-9.5(b) of the Borough Code, the Borough Council wishes to appoint Debra L. Sopronyi to serve as the Interim Administrator for the Borough, for a period of ninety (90) days, with such

appointment to be January 1, 2017; and

**WHEREAS**, this appointment shall be subject to the following terms and conditions:

- (1) During her tenure as the Interim Administrator, Ms. Sopronyi will continue in her capacity as the Borough's Municipal Clerk;
- (2) In consideration for the services that Ms. Sopronyi shall perform as the Interim Administrator, the Borough shall pay to Ms. Sopronyi an additional gross salary of \$2,000.00 per month, which salary shall be in addition to her salary as the Municipal Clerk;
- (3) The term of Ms. Sopronyi's appointment as the Interim Administrator shall be for a period of ninety (90) days or until a (permanent) Administrator has been appointed pursuant to Section 2-9.3 of the Borough Code. If the vacancy in the office of (permanent) Borough Administrator has not been filled within the first (90) days, then Ms. Sopronyi's appointment as the Interim Administrator may be renewed for periods of up to an additional ninety (90) days pursuant to further action of the Governing Body;

**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 Borough hereby appoints Debra L. Sopronyi to serve as the Interim Administrator for the Borough, for a period of ninety (90) days, pursuant to the terms and conditions specified above, with such appointment to be effective January 1, 2017.
2. That a certified copy of this Resolution shall be provided to each of the following:
  - a. Debra L. Sopronyi;
  - b. Frederick C. Raffetto, Esq., Borough Attorney

#### **Resolution 2016-216 Authorizing Payment of Bills**

Councilmember Stults moved Resolution 2016-216; Councilmember Bluth seconded.

Councilmembers Bluth, Hansen, Misiura, Montferrat and Stults voted yes. Councilmember Kurs abstained.

Resolution adopted 5-0 with 1 abstention.

#### **Resolution 2016-216**

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

#### **AUTHORIZING PAYMENT OF BILLS**

Current		\$1,618,137.57
W/S Operating		72,001.33
General Capital		0.00
Water/Sewer Capital		12,093.50
Grant		0.00
Trust		1,985.13
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00

**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 \$1,709,171.53 from the following accounts:

**Resolution 2016-217 Establishing Salaries of Certain Officers and Employees for the Borough of Hightstown for the Year 2017**

Councilmember Bluth moved Resolution 2016-217; Councilmember Kurs seconded.

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

Resolution adopted 6-0.

Resolution 2016-217  
*BOROUGH OF HIGHTSTOWN*  
*COUNTY OF MERCER*  
*STATE OF NEW JERSEY*

**ESTABLISHING SALARIES OF CERTAIN OFFICERS AND EMPLOYEES OF THE  
BOROUGH OF HIGHTSTOWN FOR THE YEAR 2017**

**WHEREAS**, Section 2-9.8(b) of the *Revised General Ordinances of the Borough of Hightstown* provides that salaries of Department Heads shall be set by the Mayor and Council and that the salaries of other non-union employees shall be set by the Borough Administrator within the range provided by Ordinance; and

**WHEREAS**, it is the desire of the Mayor and Council to set 2017 salaries for certain non-union employees who do not have a separate employment agreement, to provide a two percent increase.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the salary for the titles below shall be effective January 1, 2017:

<u>Position/Title</u>	<u>2017 Salary</u>
Chief Financial Officer	48,450.00
Borough Clerk	74,555.00
Part-Time Collector	14,280.00
Assessor	17,850.00
Municipal Court Administrator	63,179.00
Municipal Court Administrator - on call stipend	1,000.00
Municipal Magistrate	38,658.00
Senior Water Plant Operator	74,144.00
Superintendent of AWWTP	85,833.00
Registrar of Vital Statistics	4,058.00
Construction Code Official	21,401.00
Technical Assistant	33,350.00
Building Subcode Official	4,182.00

Building Inspector	4,182.00
Zoning Official	10,965.00

#### **Resolution 2016-218 A Resolution to Join Statewide Insurance Fund**

Mr. Underhill explained that 3 proposals were received for a new insurance carrier. It was decided that the Borough would contract with The Statewide Insurance Fund. The proposal received from Statewide was better coverage for less money as compared to the MidJersey JIF.

Councilmember Kurs moved Resolution 2016-218; Council President Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2016-218

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

#### **A RESOLUTION TO JOIN THE STATEWIDE INSURANCE FUND**

**WHEREAS**, a number of local units have joined together to form the Statewide Insurance Fund (“FUND”), a joint insurance fund, as permitted by N.J.S.A. 40A:10-36, *et seq.*; and

**WHEREAS**, Borough of Hightstown (“LOCAL UNIT”) has complied with relevant law with regard to the acquisition of insurance; and

**WHEREAS**, the statutes and regulations governing the creation and operation of joint insurance funds contain elaborate restrictions and safeguards concerning the safe and efficient administration of such funds; and

**WHEREAS**, the LOCAL UNIT has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

**WHEREAS**, the LOCAL UNIT agrees to be a member of the FUND for a period of three (3) years, effective from **January 1, 2017** terminating on **January 1, 2020** at 12:01 a.m. standard time; and

**WHEREAS**, the LOCAL UNIT has never defaulted on claims, if self-insured, and has not been canceled for non-payment of insurance premiums for two (2) years prior to the date of this Resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the LOCAL UNIT does hereby agree to join the Statewide Insurance Fund; and

**BE IT FURTHER RESOLVED** that to the extent required by law, the Local Unit shall provide notice of the Indemnity and Trust Agreement to the Office of the State Comptroller; and

**BE IT FURTHER RESOLVED** that the LOCAL UNIT will be afforded the following coverage(s) as marked “Yes”:

	<u>YES</u>	<u>NO</u>
Workers’ Compensation & Employer’s Liability	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Liability, Property, Crime, Inland Marine, Boiler and Machinery, Comprehensive General Liability, Auto Liability, Auto Physical Damage, Professional Liability, Non Owned Aircraft Coverage, Cyber Liability, Pollution Liability	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**BE IT FURTHER RESOLVED** that Debra L. Sopronyi is hereby appointed as the LOCAL UNIT’s Fund Commissioner and is authorized to execute the application for membership and the accompanying certification on behalf of the LOCAL UNIT; and

**BE IT FURTHER RESOLVED** that the LOCAL UNIT’s Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying the membership in the FUND as required by the FUND’s Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said documents shall become effective only upon the LOCAL UNIT’s admissions to the FUND following approval of the FUND by the New Jersey Department of Banking and Insurance.

#### **Resolution 2016-219 A Resolution Appointing a Fund Commissioner**

Mr. Underhill explained that according to the Bylaws of the Statewide Insurance Fund, participating members must appoint a Fund Commissioner. Borough Clerk, Debra Sopronyi, will be appointed Fund Commissioner and Deputy Borough Clerk, Margaret Riggio, will be appointed Alternate Fund Commissioner.

Councilmember Bluth moved Resolution 2016-219; Council President Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2016-219  
*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

#### **RESOLUTION APPOINTING FUND A COMMISSIONER**

**WHEREAS**, the Borough of Hightstown (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

**WHEREAS**, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;



**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Hightstown that Debra L. Sopronyi is hereby appointed as the Fund Commissioner for the Local Unit for the year 2017; and

**BE IT FURTHER RESOLVED** that Margaret M. Riggio is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2017; and

**BE IT FURTHER RESOLVED** that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

**Resolution 2016-220 A Resolution Appointing a Risk Management Consultant**

Mr. Underhill explained that the Risk Management Consultant reviews our insurance coverage and claims and will answers all questions that arise regarding insurance.

Council President Hansen moved Resolution 2016-220; Councilmember Kurs seconded.

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

Resolution adopted 6-0.

Resolution 2016-220  
*BOROUGH OF HIGHTSTOWN*  
*COUNTY OF MERCER*  
*STATE OF NEW JERSEY*

**A RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT**

**WHEREAS**, the Borough of Hightstown, (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

**WHEREAS**, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

**WHEREAS**, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

**WHEREAS**, the "Fund" has requested its members to appoint individuals or entities to that position; and

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of "Local Unit", in the County of Mercer and State of New Jersey, as follows:

1. Borough of Hightstown hereby appoints Skylands Risk Management, Inc. its local Risk Management Consultant.
2. The Fund Commissioner and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2017 in the form attached hereto.

**CONSENT AGENDA**

**Resolutions 2016-221; 2016-222; 2016-223; 2016-224; 2016-225; 2016-226; 2016-227; 2016-228; 2016-229;**

**2016-230; 2016-231; 2016-232; 2016-233; 2016-234; 2016-235; 2016-236; 2016-237 and 2016-238**

Councilmember Misiura asked that Resolution 2016-237 be pulled from the Consent Agenda to be voted on separately.

Councilmember Kurs moved Resolutions 2016-221; 2016-222; 2016-223; 2016-224; 2016-225; 2016-226; 2016-227; 2016-228; 2016-229; 2016-230; 2016-231; 2016-232; 2016-233; 2016-234; 2016-235; 2016-236; and 2016-238; Councilmember Stults seconded.

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

Resolutions adopted 6-0.

Resolution 2016-221

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

**AUTHORIZING A TRANSFER OF FUNDS IN THE 2016 BUDGET**

**Whereas**, N.J.S.A. 40A:4-58 provides that the governing body may authorize a transfer of funds in the budget during the last two months of the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the following transfers in the 2016 budget are hereby authorized:

**Current:**

	From	To
<b>Municipal Clerk</b>		
Other Expenses	3,000.00	
<b>Financial Administration</b>		
Salaries and Wages	10,000.00	
<b>Uniform Fire Safety Act</b>		
Other Expenses	2,000.00	
<b>Street Lighting</b>		
Other Expenses	3,400.00	
<b>Group Insurance</b>		
Other Expenses	2,000.00	
<b>Municipal Clerk</b>		
Salaries and Wages		6,000.00
<b>Engineer</b>		
Other Expenses		5,000.00

**Sanitation**

Other Expenses 3,000.00

**Board of Health**

Salaries and Wages 800.00

**Municipal Court**

Salaries and Wages 2,200.00

**Housing Code Enforcement**

Salaries and Wages 1,400.00

**Electricity**

Other Expenses 2,000.00

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20,400.00 20,400.00

Resolution 2016-222

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

**AUTHORIZING PAYMENT #2 – THE G. MEYER GROUP (REHABILITATION OF  
DETENTION TANKS)**

**WHEREAS**, on June 6, 2016, the Borough Council awarded a contract for the Rehabilitation of the Detention Tanks for the Water Treatment Plant in Hightstown Borough to The G. Meyer Group, Inc. of Bradley Beach, New Jersey at the price of \$133,804.50; and

**WHEREAS**, the contractor has submitted payment request #2 for work related to mobilization, tank inspection and cleaning for the project in the total amount of \$62,529.66; and

**WHEREAS**, the Borough Engineer has recommended approval of payment # to The G. Meyer Group in the amount of \$62,529.66 following receipt of the certified payrolls; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown Payment Request No. 1 to The G. Meyer Group, Inc. of Bradley Beach, New Jersey in the amount of \$62,529.66, following receipt of the certified payrolls is hereby approved as detailed herein, and the CFO is authorized to issue same.

Resolution 2016-223

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

**AWARDING CONTRACT FOR REMOVAL, TRANSPORTATION, DELIVERY AND**

**DISPOSAL OF SLUDGE CAKE – WASTE MANAGEMENT OF NEW JERSEY, INC.**

**WHEREAS**, four (4) bids were received on November 29, 2016 for the removal, transportation, delivery and disposal of sludge cake for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a one year contract for the removal, transportation, delivery and disposal of sludge cake be awarded to the low bidder, Waste Management of New Jersey, Inc. of Ewing, New Jersey at a per unit price of \$95.79 per wet ton with a total contract price of \$153,264.00; and

**WHEREAS**, said contract shall be effective March 4, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bids and has determined that the bid submitted by Waste Management of New Jersey, Inc. is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budget for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for removal, transportation, delivery and disposal of sludge cake is hereby awarded to Waste Management of New Jersey, Inc. of Ewing, New Jersey, effective March 4, 2017.

Resolution 2016-224

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

**AWARDING CONTRACT FOR REMOVAL, TRANSPORTATION, DELIVERY AND  
DISPOSAL OF GRIT AND SCREENINGS – WASTE MANAGEMENT OF NEW  
JERSEY, INC.**

**WHEREAS**, four (4) bids were received on November 29, 2016 for the removal, transportation, delivery and disposal of grit and screenings for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a two year contract, for the transportation, delivery and disposal of grit and screenings be awarded to the low bidder, Waste Management of New Jersey, Inc. of Ewing, New Jersey at a per unit price of \$96.82 per ton with a total contract price of \$46,473.60; and

**WHEREAS**, said contract shall be effective March 4, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bids and has determined that the bid submitted by Waste Management of New Jersey, Inc. is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017, 2018 and 2019 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for removal, transportation, delivery and disposal of grit and screenings is hereby awarded to Waste Management of New Jersey, Inc. of Ewing, New Jersey, effective March 4, 2019.

Resolution 2016-225

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER*

*STATE OF NEW JERSEY*

**AWARDING A CONTRACT FOR LIQUID CHLORINE – JCI JONES**

**WHEREAS**, two (2) bids were received on November 29, 2016 for Liquid Chlorine for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a two year contract for Liquid Chlorine be awarded to the low bidder, JCI Jones Chemicals of Warwick, New York at a per unit price of \$0.89 per pound with a total contract price of \$24,030.00; and

**WHEREAS**, said contract shall be effective February 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bids and has determined that the bid submitted by JCI Jones Chemicals is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for Liquid Chlorine is hereby awarded to JCI Jones Chemicals of Warwick, New York effective February 1, 2017.

Resolution 2016-226

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

**AWARDING CONTRACT FOR SULFUR DIOXIDE – JCI JONES CHEMICALS**

**WHEREAS**, two (2) bids were received on November 29, 2016 for Sulfur Dioxide for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a two year contract for the Sulfur Dioxide be awarded to the low bidder, JCI Jones Chemicals of Warwick, New York at a per unit price of \$0.73 per pound with a total contract price of \$6,935.00; and

**WHEREAS**, said contract shall be effective February 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bids and has determined that the bid submitted by JCI Jones Chemicals is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for Sulfur Dioxide is hereby awarded to JCI Jones Chemicals of Warwick, New York effective February 1, 2017.

Resolution 2016-227

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

**AWARDING CONTRACT FOR ZETA LYTE 1A POLYELECTROLYTE – CUSTOM  
ENVIRONMENTAL TECHNOLOGY**

**WHEREAS**, two (2) bids were received on November 29, 2016 for Zeta Lyte 1A Anionic Polyelectrolyte for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a one year contract for the Zeta Lyte 1A Anionic Polyelectrolyte be awarded to the low bidder, Custom Environmental Technology of Collegeville, PA at a per unit price of \$9.29 per gallon with a total contract price of \$8,936.98; and

**WHEREAS**, said contract shall be effective February 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bids and has determined that the bid submitted by Custom Environmental Technology is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for Zeta Lyte 1A Anionic Polyelectrolyte is hereby awarded to Custom Environmental Technology of Collegeville, PA effective February 1, 2017.

Resolution 2016-228

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

**AWARDING A CONTRACT FOR ZETA LYTE 2685 CH LINEAR CATIONIC  
EMULSION POLYMER WITH CROSS LINKED CATIONIC EMULSION  
FLOCCULANT – CUSTOM ENVIRONMENTAL TECHNOLOGY**

**WHEREAS**, two (2) bids were received on November 29, 2016 for Zeta Lyte 2685 CH Linear Cationic Emulsion Polymer with Cross Linked Cationic Emulsion Flocculant "or Equal" for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bid submitted by George S. Coyne Chemical Co., Inc. of Croydon, Pennsylvania was for an "equal" product that has been tested by the Superintendent of the AWWTP and the polymer was found not to be considered an equivalent; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a one year contract for the Zeta Lyte 2685 CH Linear Cationic Emulsion Polymer with Cross Linked Cationic Emulsion Flocculant be awarded to the next lowest bidder, Custom Environmental Technology of Collegeville, PA at a per unit price of \$10.15 per gallon with a total contract price of \$60,088.00; and

**WHEREAS**, said contract shall be effective January 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bid and determined that the bid submitted by Custom Environmental Technology of Collegeville, PA is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 budget for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that a one year contract for Zeta Lyte 2685 CH Linear Cationic Emulsion Polymer with Cross Linked Cationic

Emulsion Flocculant, be awarded to Custom Environmental Technology of Collegeville, PA effective January 1, 2017.

Resolution 2016-229

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

**AWARDING CONTRACT FOR FLUOROSILICIC ACID (FLUORIDE) – GEORGE S.  
COYNE CHEMICAL CO., INC**

**WHEREAS**, three (3) bids were received on November 29, 2016 for Fluorosilicic Acid (Fluoride) for the Water Treatment Plant in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a two year contract for the Fluorosilicic Acid (Fluoride) be awarded to the low bidder, George S. Coyne Chemical Co. of Croydon, Pennsylvania, at a per unit price of \$8.067 per gallon with a total contract price of \$20,167.50; and

**WHEREAS**, said contract shall be effective February 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bids and has determined that the bid submitted by George S. Coyne, Inc. is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for Fluorosilicic Acid (Fluoride) is hereby awarded to George S. Coyne Chemical Co. of Croydon, Pennsylvania effective February 1, 2017.

Resolution 2016-230

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

**AWARDING CONTRACT FOR ALUMINUM SULFATE – USALCO BALTIMORE  
PLANT, LLC**

**WHEREAS**, one (1) bid was received on November 29, 2016 for Aluminum Sulfate for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a two year contract for the Aluminum Sulfate be awarded to the low bidder, Usalco Baltimore Plant, LLC of Baltimore, Maryland at a per unit price of \$1.024 per gallon with a total contract price of \$43,008.00; and

**WHEREAS**, said contract shall be effective February 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bid and has determined that the bid submitted by Usalco Baltimore Plant, LLC is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the

contract for Aluminum Sulfate is hereby awarded to Usalco Baltimore Plant, LLC of Baltimore, Maryland effective February 1, 2017.

Resolution 2016-231

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

**AWARDING CONTRACT FOR CALCIUM HYDROXIDE (HYDRATED LIME) –  
GEORGE S. COYNE CHEMICAL CO., INC.**

**WHEREAS**, two (2) bids were received on November 29, 2016 for Calcium Hydroxide (Hydrated Lime) for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a two year contract for the Calcium Hydroxide (Hydrated Lime) be awarded to the low bidder, George S. Coyne Chemical Co., Inc. of Croydon, Pennsylvania at a per unit price of \$0.191 per pound with a total contract price of \$51,971.10; and

**WHEREAS**, said contract shall be effective February 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bids and has determined that the bid submitted by George S. Coyne Chemical Co., Inc. is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for Calcium Hydroxide (Hydrated Lime) is hereby awarded to George S. Coyne Chemical Co., Inc. of Croydon, Pennsylvania effective February 1, 2017.

Resolution 2016-232

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

**AWARDING CONTRACT FOR MAGNESIUM HYDROXIDE – PREMIER  
MAGNESIA, LLC**

**WHEREAS**, two (2) bids were received on November 29, 2016 for Magnesium Hydroxide for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer's recommendation that a two year contract for the Magnesium Hydroxide be awarded to the low bidder, Premier Magnesia, LLC of Waynesville, North Carolina at a per unit price of \$596.80 per ton with a total contract price of \$70,422.40; and

**WHEREAS**, said contract shall be effective February 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bid and has determined that the bid submitted by Premier Magnesia, LLC is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;



**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for Magnesium Hydroxide is hereby awarded to, Premier Magnesia, LLC of Waynesville, North Carolina effective February 1, 2017.

Resolution 2016-233

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

**AWARDING CONTRACT FOR SODIUM BICARBONATE – UNIVAR**

**WHEREAS**, three (3) bids were received on November 29, 2016 for Sodium Bicarbonate for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bid submitted by Premier Magnesia, LLC of Waynesville, North Carolina was for an “equal” product that would change operations at the plant and therefore is not considered to be an equivalent; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer’s recommendation that a two year contract for the Sodium Bicarbonate be awarded to the next lowest bidder, Univar USA, Inc. of Middletown, Pennsylvania at a per unit price of \$0.345 per pound with a total contract price of \$89,976.00; and

**WHEREAS**, said contract shall be effective February 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bids and has determined that the bid submitted by Univar USA, Inc., is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for Sodium Bicarbonate is hereby awarded Univar USA, Inc. of Middletown, Pennsylvania effective February 1, 2017.

Resolution 2016-234

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

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

**WHEREAS**, one (1) bid was received on November 29, 2016 for Calcium Hypochlorite for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bids have been reviewed by the Borough Engineer and it is the Engineer’s recommendation that a two year contract for the Calcium Hypochlorite be awarded to the low bidder, George S. Coyne Chemical, Co., Inc. of Croydon, Pennsylvania at a per unit price of \$2.4621 per pound with a total contract price of \$1,969.68; and

**WHEREAS**, said contract shall be effective February 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bids and has determined that the bid submitted by George S. Coyne Chemical, Co., Inc. is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for Calcium Hypochlorite is hereby awarded to George S. Coyne Chemical, Co., Inc. of Croydon, Pennsylvania effective February 1, 2017.

Resolution 2016-235

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

**AWARDING CONTRACT FOR GRANULAR ALGAECIDE/FUNGICIDE –  
MARYLAND BIOCHEMICAL CO., INC.**

**WHEREAS**, one (1) bids was received on November 29, 2016 for Granular Algaecide/Fungicide for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough; and

**WHEREAS**, the bid has been reviewed by the Borough Engineer and it is the Engineer's recommendation that a two year contract for the Granular Algaecide/Fungicide be awarded to Maryland BioChemical Co., Inc. of Bel Air, Maryland at a per unit price of \$1.94 per pound with a total contract price of \$7,760.00; and

**WHEREAS**, said contract shall be effective January 1, 2017; and

**WHEREAS**, the Borough Attorney has reviewed the bid and has determined that the bid submitted by Maryland BioChemical Co., Inc., is in order with respect to legal compliance; and

**WHEREAS**, funds will be made available in the 2017 and 2018 budgets for said expenditure;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract for Granular Algaecide/Fungicide is hereby awarded to Maryland BioChemical Co., Inc. of Bel Air, Maryland effective January 1, 2017.

Resolution 2016-236

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

**REQUESTING THE NEW JERSEY DEPARTMENT OF TRANSPORTATION  
(NJDOT) TO REVIEW AND AUTHORIZE ACTION ON QUALITY OF LIFE ISSUES  
REGARDING STATE HIGHWAY ROUTE 33**

**WHEREAS**, The Borough of Hightstown has reviewed the impact that New Jersey State Highway 33 has on the community; and

**WHEREAS**, The Borough Council of the Borough of Hightstown places great emphasis on improving the quality of life for its residents; and

**WHEREAS**, Representatives of the Borough met with NJDOT Officials to discuss several quality of life impacts created by State Highway 33 as it passes through the Borough; and

**WHEREAS**, the Borough Engineer has presented a list of options that would benefit the quality of life for Hightstown residents.

**NOW THEREFORE BE IT RESOLVED** by the Borough Council of the Borough of Hightstown that it is respectfully requested that the New Jersey Department of Transportation review and authorize action on the following list of items:

1. Removal of rumble strip on Franklin Street from Intersection of Main Street east to Borough line.
2. Lower the speed limit on Franklin St by continuing the 25 mph zone from Maxwell Avenue to Borough line, and by extending 25 MPH speed zone from existing point west to Summit Avenue.
3. Review and approve changes to the parking locations and time limits in the area of the Hightstown town center. Specifically, changing the time limit for on street parking spaces to 1 (one) hour, and realigning permit spaces in the Stockton Street lot to better serve the parking needs of the public, and relocating the taxi stand.
4. Consider and advise Hightstown on the willingness of the New Jersey Department of Transportation to turn over the control of State Highway Route 33 within the municipal boundaries of Hightstown Borough.
5. State installation of flashing pedestrian crossing signs at State Highway Route 33 and Rodgers Avenue, and State Highway Route 33 and South Main Street pedestrian cross walks.

Resolution 2016-238

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

**AUTHORIZING TRANSFER OF TAX OVERPAYMENT FROM 2016 TO 2017**

**WHEREAS**, an overpayment of taxes was made for Block 49.1, Lot 29, 111 Gilman Place, in the amount of \$263.36 due to an overpayment; and

**WHEREAS**, the payer, Cheryl & Perez Trpisovsky, 111 Gilman Place, Hightstown, New Jersey, 08520 has requested that the 2016 overpayment of \$263.36 be transferred to the 2017 balance; and

**WHEREAS**, the Tax Collector has requested that said overpayment be transferred to the 2017 balance in the amount of \$263.36

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Tax Collector is hereby authorized to transfer the 2016 overpayment in the amount of \$263.36 to the 2017 balance for Block 49.1, Lot 29, 111 Gilman Place, representing the tax overpayment as set forth herein.

**Resolution 2016-237 Authorizing the Borough Engineer to Submit and Application for the FY2017 NJDOT Municipal Aid Grant for Improvements to Maple Avenue and Sunset Boulevard**

Councilmember Misiura questioned how it was decided that Maple Avenue and Sunset Boulevard were the streets chosen for the grant application. Discussion ensued. It was stated that Maple Avenue and Sunset Boulevard have been on the Engineer's "list" of streets that need improvement for some time. It was also decided not to move forward with Hausser, Bennet and Prospect because these roads require replacement of water mains and service connections, which are not eligible for reimbursement through the NJDOT grant.

Council President Hansen moved Resolution 2016-237; Councilmember Stults seconded.

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

Resolution adopted 6-0.

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

**AUTHORIZING THE BOROUGH ENGINEER TO SUBMIT AN APPLICATION FOR  
THE FY2017 NJDOT MUNICIPAL AID GRANT FOR IMPROVEMENTS TO MAPLE  
AVENUE AND SUNSET BOULEVARD**

**WHEREAS**, the Borough of Hightstown wishes to file an application with the New Jersey Department of Transportation for a Municipal Aid Grant for improvements to Maple Avenue and Sunset Boulevard; and

**WHEREAS**, the Borough Council has authorized the Borough Engineer, Carmela Roberts of Roberts Engineering Group, for an amount not to exceed \$3,500.00, to prepare the application for the FY2017 New Jersey Department of Transportation Municipal Aid Grant application.

**NOW, THEREFORE BE IT RESOLVED**, that Borough Engineer is hereby authorized to file an application with the New Jersey Department of Transportation for a Municipal Aid Grant for improvements to Maple Avenue and Sunset Boulevard at a cost not to exceed \$3,500.00.

**PUBLIC COMMENT PERIOD II**

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

**Keith LeProvost, 213 Greeley Street** – Thanked the Clerk and the Deputy Clerk for getting the Boards and Committees Minutes up to date on the website. Stated that he witnessed 2 of our young police officers tossing a football with some boys at the Housing Authority. The next day, the officers returned with 4 brand new footballs for the boys. This is wonderful community outreach and he wanted to thank the officers and the Chief for the wonderful work they are doing in the community.

**Doug Mair, 536 South Main Street** – Spoke about President Elect Donald Trump's conflicts of interest and stated that Hightstown Borough has its own problems with conflicts due to family members being part of Council and the Boards and Committees in town. This is why nothing ever changes. Ended by questioning why minutes on the Borough Website are three months behind.

**Eugene Sarafin, 628 South Main Street** – It's been a good year. Mayor and Council has done a good job this year. Wishes everyone a Merry Christmas and Happy New Year.

**Scott Caster, 12 Clover Lane** – Thanked the hard working Mayor and Council. Stated that things do not move as fast as we would like and would like to see Council become more assertive in the future. Wished everyone the best in 2017.

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

**SUBCOMMITTEE REPORTS**

**Rug Mill** – Mr. Underhill stated that the Borough Engineer has been in contact with Engineer from Phillips Lighting, who is responsible for the cleanup. Demolition is attached to the clean up where clean dirt will be brought in. Demolition is behind schedule but forthcoming.

**Abandon Property Ordinance** – Mr. Underhill stated that Councilmember Montferrat had come to him with questions regarding the ordinance. The sub-committee is working on the ordinance and will have a draft shortly for Council to review.

## **MAYOR/COUNCIL/ADMINISTRATIVE REPORTS**

### **Councilmember Stults**

**Resolution to DOT** – Stated that the bicycle signage was not on the request to DOT because they were told by DOT that a different organization would handle that concern. We have been in contact with that organization and hope to come up with a solution shortly.

**Construction and Zoning** – They are moving along with registrations and inspections. Landlords are starting to sell their properties because of the strict enforcement.

**Downtown Hightstown** – Steve Kirson is the new chair of the committee. The concept plans for the Lakefront have been sent to DEP. They are awaiting for a list of “do’s and don’ts from DEP.

### **Councilmember Bluth**

**Parks & Recreation** – There will be ice skating this winter at Rocky Brook Park. More details to follow.

**Cultural Arts Commission** – CAC will once again be sponsoring the Empty Bowl fundraiser in March. Proceeds will benefit RISE and the Cultural Arts Commission. There is a vacant storefront on Main Street that will house another Pop-up Gallery. The National Parks Exhibit is currently on display at Meadow Lakes.

Wished everyone a Happy Holiday.

### **Councilmember Kurs**

Thanks Mr. LePrevost about his comments regarding the Police Department and he will pass this onto the Chief.

### **Councilmember Montferrat**

Thanked the Municipal Staff for their work which resulted in a productive year. Responded to Mr. Mair comment about family members being involved in different aspects of municipal government, their families love Hightstown and want to make it the best it can be.

### **Councilmember Misiura**

Stated that this is the last meeting with Borough Administrator Henry Underhill. Thanked Mr. Underhill for the work he has done for Hightstown and stated that it has been a pleasure to work with him. Ended by commenting that the town looks great and wished everyone Happy Holidays.

### **Council President Hansen**

Wished Mr. Underhill Good Luck. Stated that this has been a great year for Council and is looking forward to 2017. Reminded everyone that the Reorganization Meeting will be January 1<sup>st</sup> at Noon.

### **Deputy Clerk, Peggy Riggio**

Wished Mr. Underhill good luck. Stated that he was a pleasure to work with and he will be greatly missed by the staff.

### **CFO, George Lang**

**2017 Budget** – Departments are getting him their budget worksheets for the 2017 Budget.

### **Fred Raffetto, Borough Attorney**

Best Wishes to Mr. Underhill

**Mayor Quattrone**

**Police Department** – Very happy to hear about the kindness of our officers. A little kindness goes a long way, especially in a small town.

Wished Mr. Underhill well and stated that it has been a pleasure to work with him. Thanked him for all he's done for Hightstown.

Informed Mr. Mair that he does not want to step on his rights but he takes legal direction from the Borough's Legal Counsel.

Wished everyone a safe and happy holiday.

**ADJOURNMENT**

Councilmember Misiura moved to adjourn the meeting at 8:27 pm. Council President Hansen seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio  
Deputy Borough Clerk