

Meeting Minutes
Hightstown Borough Council
Budget Meeting
March 2, 2016
6:30pm

The meeting was called to order by Mayor Quattrone at 6:30pm 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: Debra Sopronyi, Borough Clerk; Henry Underhill, Borough Administrator; and George Lang, CFO

Councilmember Kurs moved the agenda for approval, Councilmember Stults seconded.

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

Agenda approved 6-0.

Mayor Quattrone opened the public comment period and there being no comments, the public comment period was closed.

Council then reviewed the budget figures as presented by the Administrator and CFO. George Lang reviewed the set up of the budget book and he explained an additional revenue sheet which was distributed. Mr. Lang noted that the budget presented supports a 1.5 cent increase which equals approximately \$66,000.00 in the budget. He continued that in this budget expenditures are lower, but so is revenue, especially the funds lost due to the Cranbury dispatch agreement; and that there is presently no appropriation in the budget for the RISE and Better Beginnings donor agreements.

There was discussion regarding the Borough's debt and that notes are temporary and bonds are permanent; tax rates; the history of reduced assessments through tax appeals; added assessments; use of surplus; police salaries; and legal, settlement and litigation costs. Mr. Lang gave an explanation of the Borough's present notes and that a bond sale will be necessary this year; he recommended sooner rather than later while rates are lower.

Council agreed that they were comfortable with the 1.5 cents but line item adjustments may be necessary.

There was further discussion regarding the fire and first aid budgets; transfers in the 2015 budget; the tax levy cap and cap bank; and trust funds. Council requested a listing of the trust funds of the Borough.

Discussion ensued regarding the RISE and Better Beginnings Donor Agreements; the services they provide; their accounting; Borough commissions raising funds for non-profits; and the need for the commissions to raise funds for their events and activities. The Borough Clerk was instructed to acquire financial information and an accounting of how many Hightstown residents are assisted through RISE and Better Beginnings.

There was discussion regarding fire department vehicle maintenance, first aid building maintenance, the Board of Health budget, and Public Works salaries.

Council agreed that the next budget workshop will be held on March 15, 2016 and requested that the Borough Clerk make the proper arrangements for use of the facility.

Mr. Lang and Mr. Underhill noted that if Council has any further questions, they should e-mail them so they can be answered at the next meeting.

Councilmember Kurs moved to adjourn at 8:30pm, Councilmember Stults seconded. All ayes.

Respectfully Submitted,

Debra L. Sopronyi
Borough Clerk