

Meeting Minutes
Hightstown Borough Council
November 6, 2017
7:00 p.m. – Executive Session
7:30 p.m. – Public Session

The meeting was called to order by Mayor Quattrone at 7:00 p.m. and he read the Open Public Meetings Act statement which stated, “Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the *Trenton Times* and the *Windsor-Hights Herald*, and is posted in the Borough Clerk’s office.”

The flag salute followed Roll Call.

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

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Debra Sopronyi Borough Clerk/Administrator and George Lang, CFO.

EXECUTIVE SESSION

Resolution 2017-192 Authorizing a Meeting that Excludes the Public

Councilmember Hansen moved Resolution 2017-192; Councilmember Misiura seconded.

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

Resolution adopted 6-0.

Resolution 2017-192

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 November 6, 2017 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:

Personnel – Professional Services
Contract Negotiations – Municipal Facilities

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: February 6, 2018, 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 7:40 p.m. and again read the Open Public Meetings Statement.

Fred Raffetto, Borough Attorney, arrived during executive session and is now present. Carmela Roberts arrived after Executive Session and is now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Mayor Quattrone requested that Resolution 2017-200 be removed from the consent agenda and placed in engineering items for discussion.

Council President Stults moved the agenda as amended; Councilmember Montferrat seconded.

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

Agenda approved as amended 6-0.

APPROVAL OF MINUTES

Council President Stults moved the October 2, 2017 Executive Session minutes for approval; Councilmember Bluth seconded.

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

Minutes approved 5-0 with 1 abstention.

Councilmember Bluth moved the October 16, 2017 Public Session minutes for approval; Councilmember Hansen seconded.

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

Minutes approved 5-0 with 1 abstention.

Council President Stults moved the October 16, 2017 Executive Session minutes for approval; Councilmember

Bluth seconded.

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

Minutes approved 5-0 with 1 abstention

PUBLIC COMMENT I

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

Scott Caster, 12 Clover Lane – Stated that Contract Negotiations during the Executive Session is unclear. Questioned the Memorandum of Understanding with Robbinsville. The Mayor of Robbinsville publicly stated that they are in partnership with Hightstown Borough to build a court and police facility. Mr. Caster stated that he fears the Borough is not sharing information with the public. Administrator Sopronyi read a statement regarding the Memorandum of Understanding with Robbinsville. She explained that this is for negotiations only. No agreement has been made at the present time.

Doug Mair, 536 South Main Street – Stated that there was a mistake in the 10/16/2017 minutes in regards to the vote for Resolution 2017-191. Deputy Clerk Riggio stated that the mistake had been brought to her attention earlier and she had corrected the vote. The minutes that Council voted on this evening were the corrected minutes. Mr. Mair stated that Mayor Quattrone had tasked him with working with the downtown businesses regarding recycling. He will be attending the Downtown Business Meeting on December 6th to discuss recycling. He will report back to Council after this meeting with suggestions on how to improve recycling downtown.

Eugene Sarafin, 628 South Main Street – Stated that he did know about the negotiations with Robbinsville, he thought everyone knew. Council cannot expend money without the public knowing. Finished by stating that he will continue to abstain from the Pledge of Allegiance.

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

ENGINEERING ITEMS

Forman Street Water Main Extension

Borough Engineer Roberts spoke to Council regarding her letter dated November 2, 2017. She explained that the Borough requested that the scope of the Forman Street Water Main Extension project be expanded. The expanded scope as requested by the Borough is for the new water main to connect to a dead end of a new water main that is being installed in Church Street by the El Zorro property and continue to a new connection at Rogers Avenue. This extension must go through private property, the Borough will need to obtain a utility easement from the Housing Authority to construct the new water main. Ms. Roberts stated that at present time, the Housing Authority has complaints about brown water. This is due poor water flow and sediment in the line. She believes that this will help alleviate this situation. The additional cost for the expanded scope is estimated to be \$105,000 in addition to engineering costs not to exceed \$9,750. Keith LePrevost, Executive Director of the Housing Authority, spoke and stated that this makes sense and does not believe the Board will have an issue with the utility easement. Discussion ensued. Council instructed Ms. Roberts to move forward with the expanded scope of this project.

Stockton Street water Main Cleaning and Relining

Borough Engineer Roberts spoke to Council regarding her letter dated November 2, 2017. She explained that the original scope of this project was to include the cleaning and relining of the existing 8-inch water main on Stockton Street between Center Street and the Borough limits; replacement of all existing water services and repaving of the entire roadway as required by NJEIP and Mercer County. The Borough is now looking to expand from the Borough limits to Route 130. Extending this project will require the replacement of approximately 10 existing water services. In addition, Mercer County will require that the length of road be repaved from curb to curb. The additional cost for the expanded scope is estimated to be \$200,000 in addition to engineering costs not to exceed \$14,000. Discussion ensued. Council was concerned with the Borough paying for the repaving of streets that are located in East Windsor Township. It was decided that before a final decision on this project is made, the Borough Administrator would reach out to East Windsor to discuss the cost of the repaving of Stockton Street.

Resolution 2017-193 Authorizing Payment #2 – Quad Construction Company (Ultraviolet Disinfection for the Hightstown Borough advanced Waste Water Treatment Plant)

Borough Engineer Roberts explained that we are a few weeks away from this project being completed. The work that has been completed thus far is very good. She has reviewed the payment request and recommends payment at this time.

Councilmember Bluth moved Resolution 2017-193; Council President Stults seconded.

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

Resolution adopted 6-0.

Resolution 2017-193
*BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY*

**AUTHORIZING PAYMENT #2 – QUAD CONSTRUCTION COMPANY
(ULTRAVIOLET DISINFECTION FOR THE HIGHTSTOWN BOROUGH
ADVANCED WASTE WATER TREATMENT PLANT)**

WHEREAS, on December 5, 2016, the Borough Council awarded a contract for the Tertiary Disc Filtration and Ultraviolet Disinfection for the Advanced Wastewater Treatment Plant (AWWTP) in Hightstown Borough to Quad Construction Company, Inc. of Lumberton, New Jersey at the price of \$910,000.00; and

WHEREAS, the contractor has submitted payment #2 in the amount of \$399,595.00 for work related to demolition of existing equipment, construction of pad foundations, chlorination chamber modifications and electrical work for the filters and UV units; and

WHEREAS, the Borough Engineer has recommended approval of payment # in the amount of \$399,595.00 pending receipt of certified payrolls; and

WHEREAS, the Finance Officer 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 #2 in the amount of \$399,595.00 to Quad Construction Company, Inc. of Lumberton, New Jersey is hereby approved as detailed herein.

Resolution 2017-194 Authorizing Receipt of Bids for the Rehabilitation of the Secondary Clarifier at the Hightstown Borough Advanced Waste Water Treatment Plant

Council President Stults moved Resolution 2017-194; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2017-194

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

**AUTHORIZING RECEIPT OF BIDS FOR REHABILITATION OF SECONDARY
CLARIFIER AT THE HIGHTSTOWN BOROUGH ADVANCED WASTE WATER
TREATMENT PLANT**

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Roberts Engineering is hereby authorized to prepare specifications and advertise for bids for the Rehabilitation of the Secondary Clarifier at the Hightstown Borough Advanced Waste Water Treatment Plant, and that the Borough is authorized to receive same after proper advertisement with the approval of the Borough Engineer and Advanced Waste Water Treatment Plant Superintendent.

Resolution 2017-200 Authorizing Receipt of Bids for Greenway Walking Bridge Inspection Engineer

Administrator Sopronyi explained that a separate inspection engineer is needed for this project because we are using Federal Funds from the grant that was received. Borough Engineer Roberts explained that we are awaiting DOT approval before we can advertise the bid. This is the last approval needed.

Councilmember Misiura moved Resolution 2017-200; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2017-200

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

**AUTHORIZING RECEIPT OF BIDS FOR GREENWAY WALKING BRIDGE INSPECTION
ENGINEER**

BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Borough Clerk is hereby authorized to prepare specifications and advertise for bids for the Greenway Walking Bridge Inspection Engineer, and that the Borough is authorized to receive same after proper advertisement.

ORDINANCES

2017-15 Final Reading and Public Hearing – Bond Ordinance Amending Section 3(a) of Bond Ordinance #2015-15 and Providing for a Supplemental Appropriation of \$132,000 for Improvements to Stockton Street and Joseph Street in and by the Borough of Hightstown, in the County of Mercer, New Jersey, and Authorizing the Issuance of \$132,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Mayor Quattrone opened the public hearing for Ordinance 2017-15 and the following individual spoke:

Eugene Sarafin, 628 South Main Street – Asked how much the total project cost is. Stated that he likes the idea of curbs and sidewalks here.

Doug Mair, 536 South Main Street – Questioned if this was with the Safe Routes to School project. Asked exactly what roads were going to be worked on. It was stated that Joseph Street would be getting sidewalks and curbs on one side of the road and curbing on the other.

Councilmember Montferrat moved Ordinance 2017-15 for adoption; Councilmember Bluth seconded.

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

Ordinance adopted 6-0.

Ordinance 2017-15

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

BOND ORDINANCE AMENDING SECTION 3(a) OF BOND ORDINANCE #2015-15 AND PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$132,000 FOR IMPROVEMENTS TO STOCKTON STREET AND JOSEPH STREET IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, AND AUTHORIZING THE ISSUANCE OF \$132,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. Section 3(a) of Bond Ordinance #2015-15 of the Borough of Hightstown, in the County of Mercer, New Jersey (the “Borough”), finally adopted August 17, 2015 (the “Original Bond Ordinance”), is hereby amended to read as follows:

“(a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to Stockton Street and Joseph Street, including, but not limited to, repaving and improvements to sidewalks and curbs on Joseph Street, and further including all work and materials necessary therefor and incidental thereto.”

Section 2. The improvement described in Section 4(a) of this bond ordinance has heretofore been authorized to be undertaken by the Borough as a general improvement. For the improvement or purpose described in Section 4(a), there is hereby appropriated the supplemental amount of \$132,000, such sum being in addition to the \$430,000 appropriated therefor by the Original Bond Ordinance. Pursuant to N.J.S.A. 40A:2-11(c), no down payment is required since the Original Bond Ordinance included a grant for a portion of the project in the amount of \$275,000 from the Safe Routes to School Program administered by the State of New Jersey Department of Transportation.

Section 3. In order to finance the additional cost of the improvement, negotiable bonds are hereby authorized to be issued in the principal amount of \$132,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 4. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to Stockton Street and Joseph Street, including, but not limited to, repaving and improvements to sidewalks and curbs on Joseph Street, and further including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is \$562,000, including the \$430,000 authorized by the Original Bond Ordinance and the \$132,000 bonds or bond anticipation notes authorized herein.

(c) The estimated cost of the improvement or purpose is \$562,000, including the \$430,000 appropriated by the Original Bond Ordinance and the \$132,000 appropriated herein.

Section 5. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 6. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 7. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 4(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$132,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$120,000 for items of expense listed in and permitted under N.J.S.A.

40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement. Of this amount, \$80,000 was estimated for these items of expense in the Original Bond Ordinance and an additional \$40,000 is estimated therefor herein.

Section 8. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 3 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 4(a) of this bond ordinance. This Section 8 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 9. Any grant moneys received for the purpose described in Section 4(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 10. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 11. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 12. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

2017-16 First Reading and Introduction – Bond Ordinance Providing for Improvements to Maple Avenue and Sunset Drive for the Water-Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$110,000 therefor and Authorizing the Issuance of \$110,000 Bonds or Notes of the Borough to Finance the Cost Thereof

Councilmember Montferrat moved Ordinance 2017-16 for Introduction; Council President Stults seconded.

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

Ordinance introduced 6-0.

Public Hearing scheduled for November 20, 2017

Ordinance 2017-16

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

BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO MAPLE AVENUE AND SUNSET AVENUE FOR THE WATER-SEWER UTILITY IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$110,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$110,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"). For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$110,000. No down payment is required as the purpose authorized herein is deemed self-liquidating and the bonds and bond anticipation notes authorized herein are deductible from the gross debt of the Borough, as more fully explained in Section 6(e) of this bond ordinance.

Section 2. In order to finance the cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$110,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to Maple Avenue and Sunset Avenue for the Water-Sewer Utility, including hydrant and water service upgrades and sanitary sewer main repairs and replacements, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation

notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a self-liquidating purpose of a municipal public utility. No part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 40 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$110,000, but that the net debt of the Borough determined as provided in the Local Bond Law is not increased by this bond ordinance. The obligations

authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$10,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

(e) This bond ordinance authorizes obligations of the Borough solely for purposes described in N.J.S.A. 40A:2-7(h). The obligations authorized herein are to be issued for a purpose that is deemed to be self-liquidating pursuant to N.J.S.A. 40A:2-47(a) and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44(c).

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the

taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

2017-17 First Reading and Introduction – Bond Ordinance Providing for Improvements to Maple Avenue and Sunset Drive in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$540,000 Therefor and Authorizing the Issuance of \$265,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Councilmember Misiura moved Ordinance 2017-17 for Introduction; Council President Stults seconded.

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

Ordinance introduced 6-0.

Public Hearing scheduled for November 20, 2017

Ordinance 2017-17

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

BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO MAPLE AVENUE AND SUNSET AVENUE IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$540,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$265,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$540,000, including the \$275,000 grant expected to be received from the State of New Jersey Department of Transportation Municipal Aid Program (the "State Grant"). Pursuant to N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the project since the project is being partially funded by the State Grant..

Section 2. In order to finance the cost of the improvement not covered by the State Grant, negotiable bonds

are hereby authorized to be issued in the principal amount of \$265,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is improvements to Maple Avenue and Sunset Avenue, including road improvements, consisting of milling and overlay with pavement repairs where necessary, along with the replacement of deteriorated curbs and sidewalks, the addition of sidewalks from Maple Avenue to North Main Street and curb and sidewalk replacements, as well as the new sidewalk to North Main, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the

provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$265,000, and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$80,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of

the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the ARule@) for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

RESOLUTIONS

2017-195 Authorizing Payment of Bills

Councilmember Bluth moved Resolution 2017-195; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2017-195
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 \$1,989,013.18 from the following accounts:

Current		\$1,697,612.31
W/S Operating		239,773.20
General Capital		10,860.50
Water/Sewer Capital		27,535.78
Grant		5,066.20
Trust		0.00
Housing Trust		0.00
Animal Control		1.20
Law Enforcement Trust		845.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>7,318.99</u>
Total		<u>\$1,989,013.18</u>

2017-196 Authorizing Execution of a Donor Agreement with RISE (Formerly Known as the Community Action Service Center)

Councilmember Montferrat moved Resolution 2017-196; Council President Stults seconded.

Discussed ensued. Councilmember Musing questioned why we are funding two non-profit organizations when our Borough Committees are not being fully funded. Mayor Quattrone explained that both of the organizations are beneficial to the community. Their funding was cut by half this year. There will be further discussion at budget time about reducing the funding even further. Borough Attorney Raffetto stated that this is not just a donation but rather a Donor Agreement for services provided to residents.

Roll Call Vote: Councilmembers Bluth, Hansen, Misiura, Montferrat, and Stults voted yes; Councilmember Musing voted no.

Resolution adopted 5-1.

Resolution 2017-196
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AUTHORIZING EXECUTION OF A DONOR AGREEMENT WITH RISE
(FORMERLY KNOWN AS THE COMMUNITY ACTION SERVICE CENTER)**

WHEREAS, it is the desire of the Mayor and Council to contribute the sum of \$1,500.00 to Rise, a Community

Services Partnership, for the year 2017; and

WHEREAS, the New Jersey Department of Human Services has been designated to administer or supervise the administration of social services programs as defined in the New Jersey State plans for social services, and requires the execution of a Donor Agreement between RISE and the Borough of Hightstown; and

WHEREAS, the Finance Officer has certified the availability of funds for this payment;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Donor Agreement is hereby accepted and the Mayor is authorized to execute same.

2017-197 Authorizing Execution of Donor Agreement with Better Beginnings Child Development Center

Councilmember Montferrat moved Resolution 2017-197; Councilmember Bluth seconded.

Roll Call Vote: Councilmembers Bluth, Hansen, Misiura, Montferrat, and Stults voted yes; Councilmember Musing voted no.

Resolution adopted 5-1.

Resolution 2017-197

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

**AUTHORIZING EXECUTION OF DONOR AGREEMENT
WITH BETTER BEGINNINGS CHILD DEVELOPMENT CENTER**

WHEREAS, it is the desire of the Mayor and Council to contribute the sum of \$4,000.00 to Better Beginnings Child Development Center for the year 2017; and

WHEREAS, the New Jersey Department of Human Services has been designated to administer or supervise the administration of social services programs as defined in the New Jersey State plans for social services, and requires the execution of a Donor Agreement between Better Beginnings and the Borough of Hightstown; and

WHEREAS, the Finance Officer has certified the availability of funds for this payment;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Donor Agreement is hereby accepted and the Mayor is authorized to execute same.

2017-198 Authorizing a State Contract Purchase for the Police Department Vehicles

Council President Stults moved Resolution 2017-198; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2017-198

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

**AUTHORIZING A STATE CONTRACT PURCHASE FOR THE POLICE DEPARTMENT –
VEHICLES**

WHEREAS, there is a need for a police vehicles for use by the Hightstown Police Department; and

WHEREAS, the Hightstown Borough Council has authorized the purchase of these vehicles with the adoption of Bond Ordinance 2017-12; and

WHEREAS, the Chief of Police has found pricing and availability for two (2), 2018 police interceptor utility all wheel drive vehicles as needed under New Jersey State Contract 88728 in the amount of \$82,611.80; and

WHEREAS, the Purchasing Agent has reviewed the findings of the Chief of Police; and

WHEREAS, it is the recommendation of the Purchasing Agent and the Chief of Police that these vehicles be purchased from Winner Ford, 250 Haddonfield Berlin Road, Cherry Hill, New Jersey 08034 under state contract for an amount not to exceed \$82,611.80; and

WHEREAS, the Finance Office has certified that funds are available for this purchase.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Purchasing Agent is hereby authorized to purchase two (2), 2018 police interceptor utility all wheel drive vehicles from Winner Ford, 250 Haddonfield Berlin Road, Cherry Hill, New Jersey 08034 under New Jersey State Contract 88728 for an amount not to exceed \$82,611.80.

CONSENT AGENDA

Council President Stults moved Resolutions 2017-199 and 2017-201 as a Consent Agenda; Councilmember seconded.

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

Resolutions adopted 6-0.

Resolution 2017-199

*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 Borough Clerk and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2018 in the form attached hereto.

**2018 FUND YEAR
STATEWIDE INSURANCE FUND
RISK MANAGEMENT CONSULTANT’S AGREEMENT**

THIS AGREEMENT entered into this day of 20 , among the Statewide Insurance Fund (“FUND”), a joint insurance fund of the State of New Jersey, Borough of Hightstown (“MEMBER”) and Skylands Risk Management, Inc. (“RISK MANAGEMENT CONSULTANT”) through a fair and open process, pursuant to N.J.S.A.19:44A-20.4.

WHEREAS, the CONSULTANT has offered to the MEMBER professional risk management consulting services as required by the Bylaws of the FUND; and

WHEREAS, the CONSULTANT has advised the FUND that he/she is familiar with the terms, conditions and operations of the FUND; and

WHEREAS, the MEMBER desires these professional services from the CONSULTANT; and

WHEREAS, the MEMBER has complied with relevant law in regard to the appointment of a Risk Management Consultant; and

WHEREAS, the Bylaws of the FUND require that members engage a CONSULTANT and that the CONSULTANT comply with certain requirements set forth therein.

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - (a) assist in evaluating the MEMBER’S exposures and advise on matters relating to the Member’s operation and coverage.
 - (b) explain to the MEMBER, or its representatives, the various coverages available from the FUND.
 - (c) explain to the MEMBER, or its representatives, the terms of the member’s commitment and obligations to the FUND.
 - (d) explain to the MEMBER, or its representatives the operation of the FUND.
 - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if required by the FUND.
 - (f) review the MEMBER’S assessment and assist in the preparation of the MEMBER’S insurance budget.
 - (g) review losses and engineering reports and provide assistance to the MEMBER’S safety committee, if required.
 - (h) assist in the claims settlement process, if required, by MEMBER or FUND.

- (i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.
- (j) comply with the obligations imposed upon Risk Managers in the FUND's Bylaws.
- (k) act in good faith and fair dealing to the FUND.
- (l) perform other duties for the FUND as may be required from time to time by the FUND.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:

(a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER's assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of non WC assessment (excluding any fees, PLIGA, and loss ratio apportionment);

(b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.

(c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee set forth in 2(a).

(d) If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties.

3. The term of this Agreement shall be from **January 1, 2018 to January 1, 2019**. However, this Agreement may be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.

4. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.

5. The CONSULTANT agrees to comply with all affirmative action laws applicable in accordance with Exhibit A and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

Resolution 2017-201

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

AUTHORIZING A TRANSFER OF FUNDS IN THE 2017 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 2017 budget are hereby authorized:

Current:

	From	To
Assessment of Taxes		
Other Expenses	5,000.00	
Office Supplies/Paper Products		
Other Expenses		1,000.00
Data Processing		
Other Expenses		4,000.00
	<hr/>	
	5,000.00	5,000.00

PUBLIC COMMENT PERIOD II

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

Eugene Sarafin, 628 South Main Street – Does not understand why anyone would not support a daycare center. He is sorry to see the reduction in the Better Beginning’s Donor Agreement. To solve the problem with the paving on Stockton Street, Council should speak with the County since this is a County Road.

Jean Ruggiero-Mair, 536 South Main Street – Requested that Council appoint Councilmember Musing as the liaison to the HPC. Also stated that the HPC has two alternate commissioner positions open at this time.

Doug Mair, 536 South Main Street – Regarding the paving of Stockton Street, we should not be paying for roads in East Windsor. Rumors of a new Borough Website is welcome. Local election tomorrow, Councilmembers are running unopposed. He believes that we should end political parties in Hightstown. A non-partisan government would benefit Hightstown. Things are moving in a positive direction in Hightstown. He requested that the Mayor issue warnings to individuals using vulgar language during meetings. It is uncomfortable to everyone in attendance and puts a negative light on Hightstown and its residents.

Scott Caster, 12 Clover Lane – Suggested that the chairs of board and committees speak outside of the public comment and not be limited to three minutes. Council should reach out to the County and East Windsor regarding the paving of Stockton Street. Hightstown’s tax rate should concern Council. We are in the top 10 tax rates in New Jersey.

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

SUBCOMMITTEE REPORTS

Route 33 Corridor

Councilmember Misiura stated that he had spoken with East Windsor regarding the Route 33 Corridor. They are ready to move forward with rezoning. They will be meeting soon to avoid duplicate efforts.

Affordable Housing

The Affordable Housing Subcommittee will be meeting with the Borough Planner tomorrow to discuss Deerfield Westerlea.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Bluth

Recently attended the fundraiser for Habitat for Humanity. It was a wonderful event attended by approximately 130 people. The next Cultural Arts Commission meeting is scheduled for November 28th.

Councilmember Musing

Stated that the HPC is going strong and thanked Jean Ruggiero-Mair for the smooth transition with the change in chairperson.

Councilmember Montferrat

Asked that if Council has questions for our professionals, please address with them before the meetings. He attended the Habitat for Humanity's Fundraiser with Councilmember Bluth and said that Habitat really highlighted Hightstown. The Halloween festivities were great; thanked all the families that participated. Election Day is tomorrow. Polls are open from 6:00 a.m. – 8:00 p.m. Please remember there are two public questions on the ballot this year.

Councilmember Hansen

The Water/Sewer Department met last week. They discussed reducing the gray water vendors. They are getting more information regarding this. She attended a seminar last week regarding the Water Accountability Act with Debra Sopronyi, Ken Lewis and Rich Lewis. Interviews are being scheduled for two positions at the AWWTP; Lab Technician and Assistant Superintendent. Parks and Rec did not have a quorum for a meeting last month. They will be meeting later this week. They will discuss moving their meetings from the First Aid Squad to the Municipal Offices.

Councilmember Misiura

In regards to asking the professionals questions at meeting, the packet is not completed until Thursday afternoon which does not allow much time during business hours to contact the professionals. He also feels that it is not a bad thing to ask these questions in public. The Halloween festivities were great and he commended the Police

Department for a great job. Thanked Council President, Lee Stults and Cappy Stults for the tour that they gave of Downtown Hightstown to the German Exchange students. The Planning Board will be meeting next week. Councilmember Musing covered the last HPC meeting. He will step aside as liaison to the HPC for Mr. Musing to fill this position.

Council President Stults

Attended the Housing Authority meeting on October 18th. Their meetings are very well run. They are undergoing restructuring from HUD. Two members of the authority have terms expiring this year. They have requested that both of these members be reappointed. A letter has just been received from the State reappointing James Eufemia to his position for another 5 years. The Downtown Hightstown Business Group has a new chair and they have several events planned for 2018. Downtown Hightstown collected bags of Halloween candy to distribute to residents of Stockton Street to help with trick or treaters. The Police Department distributed over 1,600 glow bands on Halloween. Next year the Police Department may look into detouring bus traffic differently. The tour of Downtown Hightstown seemed well received by the students. It was suggested that this be something that is offered to the public throughout the year.

Borough Administrator/Clerk Sopronyi

Stated that Council approves all agreements at open meetings where the public is present. She, along with Chief Gendron, met with the Board of Education regarding crosswalks and signage near the elementary schools. The East Ward Street project is moving along slowly and pedestrian issues have been handled.

Deputy Clerk Riggio

Reminded everyone that Election Day is tomorrow. All districts vote at the Fire House and polls are open from 6:00 a.m. – 8:00 p.m. The Health Department is once again sponsoring a free rabies clinic at the First Aid Squad. December 6th 5:00 p.m. – 6:30 p.m.

Mayor Quattrone

The Halloween Festivities were a great success. Thank you to all of the residents that participated and to the Police Department for a wonderful job. Thanked the Clerk's office for getting all of the proclamations done for the Athletic Hall of Fame at Hightstown High School. We will speak with the County and East Windsor regarding the paving of Stockton Street.

Councilmember Montferrat moved to adjourn to Executive Session at 9:38 p.m.; Council President Stults seconded. All ayes.

Council returned to open session at 10:02 p.m.

ADJOURNMENT

Councilmember Hansen moved to adjourn at 10:02 p.m.; Council President Stults seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk