

**Meeting Minutes
Hightstown Borough Council
October 16, 2017
7:00 p.m. – Executive Session
7:30 – Public Session**

The meeting was called to order by Mayor Quattrone at 7:02 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 Stults</i>	✓	
<i>Mayor Quattrone</i>	✓	

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

EXECUTIVE SESSION

Mayor Quattrone requested that the Resolution 2017-183 be amended to include Contract Negotiations – Municipal Facilities.

Councilmember Montferrat moved Resolution 2017-183 as amended; Council President Stults seconded.

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

Resolution adopted 5-0.

Resolution 2017-183

*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 October 16, 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:

Contract Negotiations – EMS

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: January 16, 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 7:36 p.m. and again read the Open Public Meetings Statement.

George Lang, CFO, arrived after executive session and is now present.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Councilmember Hansen moved the agenda for approval; Council President Stults seconded.

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

Agenda approved 5-0.

INTERVIEWS FOR COUNCIL VACANCY

Council interviewed three candidates for the Council position vacated by Seth Kurs on October 2, 2017. The three candidates were Joseph Cicalese, Joshua Jackson and Dimitri Musing. Council asked questions which all three candidates answered. Questions consisted of, but were not limited to:

- Why do you want to join Council?
- What is Hightstown Council's biggest challenge right now?
- What is your commitment and availability over the next year?
- What is your career and background and how will this help you on Council?
- What qualities do you have that will sell the town to residents and new comers to town?
- What are some of the things that you would improve in town?
- Will you be able to handle tough public meetings?

Resolution 2017-184 Authorizing a Meeting that Excludes the Public

At 8:10 p.m. Council President Stults moved Resolution 2017-184; Councilmember Hansen seconded.

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

Resolution adopted 5-0.

Resolution 2017-184
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 October 16, 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 – Councilmember Vacancy

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: January 16, 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.

Council reconvened into Public Session at 8:31 p.m.

Council President Stults thank Fred Montferrat, Democratic Party Chair, for bringing forward three wonderful candidates. He then announced that it was Council's decision to appoint Dimitri Musing as the new Councilmember. He then encouraged Mr. Cicalese and Mr. Jackson stay involved in the Borough for the future.

Resolution 2017-191 Appointing a councilmember to Fill the Vacancy of an Unexpired Term Ending December 31, 2018

Council President Stults moved Resolution 2017-191; Councilmember Misiura seconded.

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

Resolution adopted 4-1.

Resolution 2017-191
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**APPOINTING A COUNCILMEMBER TO FILL THE VACANCY OF AN UNEXPIRED TERM ENDING
DECEMBER 31, 2018**

WHEREAS, there exists a vacancy in the office of Councilmember due to the resignation of Seth Kurs effective

October 2, 2017; and

WHEREAS, the Municipal Vacancy Law (N.J.S.A. 40A:16-1 *et seq.*), provides that the Municipal Committee of the party that previously filled the seat shall submit within fifteen (15) days three (3) names for Council's consideration in filling the vacancy; and

WHEREAS, the Democratic Municipal Committee submitted the names of three (3) Nominees on October 10, 2017; and

WHEREAS, pursuant to the Municipal Vacancy Law, the Borough Council must, fill the vacancy by the appointment of a successor from the three (3) Nominees put forward from same political party which had nominated the incumbent whose office had become vacant; and

WHEREAS, the Borough Council has publicly deliberated the nominees presented by the Democratic Municipal Committee to fill the vacancy with a member who would best serve the residents of the Borough; and

WHEREAS, by vote of Borough Council, the Council has decided to appoint Dimitri Musing to fill the position of Councilmember for the unexpired term ending December 31, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that Dimitri Musing is hereby appointed to serve in the position of Councilmember to fill the vacancy of the unexpired term ending December 31, 2018.

Mayor Quattrone administered the Oath of Office to Mr. Musing

APPROVAL OF MINUTES

Councilmember Bluth moved the October 2, 2017 Public Session minutes for approval; Council President Stults 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:

Doug Mair, 536 South Main Street – Commended Council for the thorough process in filling the vacancy. Congratulated Mr. Musing. Requested that Mr. Musing stay on the Historic Preservation Commission as Council Liaison.

Eugene Sarafin, 628 South Main Street – Stated that we should not be pledging the flag. Spoke about President Trump.

Josh Jackson, 149 North Academy Street – Thanked Council and congratulated Councilmember Musing.

Frank Rivera, 110 Broad Street – Stated that Councilmember Musing had been a member of Council in the past

and resigned. He asked if Mr. Musing would like to address the public with the reason for his resignation.

George Adler, 2 Fryer Court – Congratulated the candidates. Asked that Council continue to be open and transparent.

JP Gibbons, 602 North Main Street – Appreciated the candidates that came forward. Questioned Best Practices.

Lynn Woods, 315 Park Avenue – Congratulated Councilmember Musing.

Scott Caster, 12 Clover Lane – Thanked Council for their questions to the candidates. It served the public well. Thanked all of the candidates for their answers. Requested more details be added to the minutes in the future.

Dave Bell, 114 First Avenue – Congratulated Mr. Musing. It's nice that a newer resident wants to get involved in town.

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

RESOLUTIONS

Resolution 2017-185 Authoring Payment of Bills

Councilmember Bluth moved Resolution 2017-185; Councilmember Montferrat seconded.

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

Resolution adopted 4-0 with 2 abstentions.

Resolution 2017-185

*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 \$119,296.55 from the following accounts:

Current		\$35,449.23
W/S Operating		43,529.73
General Capital		1,301.34
Water/Sewer Capital		33,042.25
Grant		179.00
Trust		5,795.00
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>0.00</u>
Total		<u>\$119,296.55</u>

Resolution 2017-186 Authorizing the Purchase of a Ford F550 Dump Body with Spreader & Plow Through our Participation in the National Joint powers Alliance (NJPA) A National Cooperative Purchasing Program Pursuant to P.L. 2011, C139

Councilmember Misiura moved Resolution 2017-186; Council President Stults seconded.

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

Resolution adopted 5-0 with 1 abstention.

Resolution 2017-186

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

AUTHORIZING THE PURCHASE OF A FORD F550 DUMP BODY WITH SPREADER & PLOW THROUGH OUR PARTICIPATION IN THE NATIONAL JOINT POWERS ALLIANCE (NJPA) A NATIONAL COOPERATIVE PURCHASING PROGRAM PURSUANT TO P.L.2011, C.139.

WHEREAS, the Borough of Hightstown as a contracting unit, may without advertising for bids, purchase any materials, supplies or equipment entered into on behalf of National Joint Powers Alliance Cooperative (NJPA), 202 12th Street NE, P. O. Box 219, Staples, MN 56479 pursuant to the provision of P.L.2011, c.139 which permits contracting units to use contracts awarded by national or regional cooperative or other states that were competitively bid. The law supplements existing law on the use of such contracts and is intended to provide additional flexibility to local government in the area of procurement; and

WHEREAS, National Fleet Group, 490 Auto Center Drive, Watsonville, CA 95076 has been awarded the contract for this truck under NJPA's Category: Fleet Services, Parts & Equipment (120716-NAF); and

WHEREAS, the Administrator/Clerk/Purchasing Agent and Public Works Superintendent recommend the utilization of this contract; and

WHEREAS, under NJPA Contract No. 120716-NAF, National Fleet Group can provide to the Borough of Hightstown a Ford F550 Dump Body Truck with Spreader and Plow as per their quote in the amount of \$68,248.00.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Hightstown that National Fleet Group under NJPA Contract No. 120716-NAF be utilized to provide a Ford F550 Dump Body Truck with Spreader and Plow as per their quote in the amount of \$68,248.00 to the Borough of Hightstown.

Resolution 2017-187 Authorizing a State Contract Purchase for Turn Out Gear for Hightstown Engine Co. No. 1

Councilmember Hansen moved Resolution 2017-187; Councilmember Montferrat seconded.

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

Resolution adopted 5-0 with 1 abstention.

Resolution 2017-187
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

**AUTHORIZING A STATE CONTRACT PURCHASE FOR TURN OUT GEAR FOR
HIGHTSTOWN ENGINE CO. NO. 1**

WHEREAS, there is a need for turn out gear for use by Hightstown Engine Co. No. 1; and

WHEREAS, the Hightstown Borough Council has authorized the purchase of turn out gear with the adoption of Bond Ordinance 2017-12; and

WHEREAS, the Fire Department has found pricing and availability for the turn out gear as needed under New Jersey State Contract T-0790/80948 & 80958 in the amount of \$49,432.40; and

WHEREAS, the Administrator/Clerk/Purchasing Agent has reviewed the findings of the Fire Department; and

WHEREAS, it is the recommendation of the Administrator/Clerk/Purchasing Agent and Fire Department that the turn out gear be purchased from Skylands Area Fire Equipment & Training LLC (SAFE-T), 23 Hamburg Turnpike , Unit A, Riverdale, New Jersey 07457 under state contract for an amount not to exceed \$49,432.40; and

WHEREAS, the Chief Finance Officer 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 Administrator/Clerk/Purchasing Agent is hereby authorized to purchase turn out gear from Skylands Area Fire Equipment & Training LLC (SAFE-T), 23 Hamburg Turnpike , Unit A, Riverdale, New Jersey 07457 under New Jersey State Contract T-0790/80948 & 80958 for an amount not to exceed \$49,432.40.

CONSENT AGENDA

Councilmember Misiura moved Resolutions 2017-188; 2017-189 and 2017-190 as a Consent Agenda; Councilmember Stults seconded.

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

Resolutions adopted 5-0 with 1 abstention.

Resolution 2017-188

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

AMENDING RESOLUTION 2017-167

WHEREAS, the Borough Council adopted resolution 2017-167 on September 5, 2017; and

WHEREAS, resolution 2017-167 authorized a refund in the amount \$255.13 to 441 Stockton Street, LLC, 3 Rutland Court, Princeton, NJ, representing a water/sewer overpayment; and

WHEREAS, 441 Stockton Street, LLC has now requested that the overpayment amount of \$255.13 be transferred from water/sewer account 1511-2 to account 1105-0; and

WHEREAS, the Tax Collector has requested that said overpayment amount of 255.13 now be transferred from account 1511-2 to account 1105-0.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that resolution 2017-167 is hereby amended to authorize the Collector to transfer \$255.13 from account 1511-2 to account 1105-0 for said overpayment as set forth herein.

Resolution 2017-189

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

AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, an overpayment of 2017/2018 taxes was made for Block 44, Lot 16, 305 Stockton Street, in the amount of \$3,957.73 due to double payments made by the mortgage company and the homeowner; and

WHEREAS, the mortgage company, Wells Fargo Real Estate Tax Services, MAC F2303-03H, 1 Home Campus, Des Moines, IA 50328 has requested that a refund be issued for the overpayment in the amount of \$3,957.73; and

WHEREAS, the Tax Collector has requested that said overpayment be refunded in the amount of \$3,957.73.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the Tax Collector and Treasurer are hereby authorized to issue a refund in the amount of \$3,957.73 Wells Fargo Real Estate Tax Services, MAC F2303-03H, 1 Home Campus, Des Moines, IA 50328, representing the tax overpayment as set forth herein.

Resolution 2017-190

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

**REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE
IN THE 2017 BUDGET**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hightstown hereby request the Director of the Division of Local Government Services to approve the insertion of a special item of revenue and equal appropriation in the budget of the Borough of Hightstown for the year 2017 as follows:

Source	Amount	Revenue Title	Appropriation Title
State of New Jersey Division of Criminal Justice	\$1,544.49	State Body Armor Replacement Fund Program	State Body Armor Replacement Fund Program

PUBLIC COMMENT PERIOD II

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

Eugene Sarafin, 628 South Main Street – Welcomed Mr. Musing back to Council. Stated that the Harvest Fair was wonderful and it's nice to see young people come to town.

Doug Mair, 536 South Main Street – Questioned why Mr. Caster was not stopped during the first public comment period when he spoke about the minutes. Asked about a comment that was made by Mayor Quattrone regarding Officer Marchione and his employment with the Borough.

Scott Caster, 12 Clover Lane – Does not believe that he stepped over the line with his comments regarding minutes during the first public comment period. Stated that there needs to be a proposal to limit signage downtown. All of the signs are in disarray.

J.P. Gibbons, 602 North Main Street – Questioned the budget adoption date in Best Practices. Informed Council that he had called Construction for two final inspections and was told that both inspections could not occur on the same day because of the schedules that the inspectors keep. This is upsetting and insulting to the residents.

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

DISCUSSION

Housing Authority – Best Practices

According to Best Practices, there needs to be discussion regarding authorities within the municipality.

Discussion ensued. Is there a better means of handling the authority and does the authority continue to serve the public interest? Council President Stults commented that he has seen the Housing Authority budget and how well run the Housing Authority is managed. Their by-laws have recently been updated and have taken resident comments into account. After further discussion, Council agreed that there are no complaints and the Housing Authority does in fact continue to serve the public needs. Keith LePrevost, Executive Director of the Housing Authority, agreed to come before Council with a yearly update. Mr. LePrevost stated that the Housing Authority can assist in developing and managing affordable housing in the Borough.

Best Practices

Council reviewed and discussed the Best Practices report provided to them. George Lang, CFO, stated that the questions asked change every year. This year a large number of questions were removed. Mr. Lang stated that he thinks we do well with Best Practices each year.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Bluth

Missed the last Habitat meeting but had recently been by the project and they are working and making progress. The Cultural Arts Commission has a meeting this Wednesday. They were a big hit at the Harvest Fair.

Councilmember Hansen

Parks and Rec had no quorum for its meeting. They have suggested moving the meeting location to the Municipal Offices. There is a Water/Sewer Department meeting tomorrow.

Councilmember Montferrat

The Harvest Fair had a good turnout and had good vendors. Board of Health met last week. The Great American Smoke Out takes place in November. Revisions can be made to Sustainable Jersey if we want to get more points. The Environmental Commission meets at the end of the month.

Councilmember Misiura

The Harvest Fair was phenomenal this year. Thank you to all who worked on it. The HPC will meet again this Thursday. Planning Board received an application for a 3 unit building on Church Street. Joe Mannino is the owner. It's nice to see business owners reinvesting back into the town.

Councilmember Musing

Thanked the public and Council for their vote of confidence. The quote for the banners for HPC came in under budget. They are working on finalizing the design. He would very much like to stay on HPC as the liaison. Stated that he believes the construction office does a great job. Scheduling inspections is always difficult. Regarding his previous resignation from Council; times were difficult and it was a personal decision. By staying involved in the Planning Board and HPC, he feels as though he did not abandon the Borough.

Council President Stults

The Harvest Fair this year may have been the best one yet. The piano from the Cultural Arts Commission is a great idea. Kids have been outside of his office playing the piano and singing! The Housing Authority has a meeting this

Wednesday. The Downtown Business Group met at 12 Farms. They are working on plans for events for next year. A group of German Exchange Students will be visiting Hightstown High School. The Historical Society will be leading a tour of Downtown for the students. Byrne's Deli hosted Coffee with a Cop where residents can sit down and meet with one of our officers. This was not advertised as this was the first one and the Police Department wanted to see how this went. It was successful and there will be more scheduled at a future date.

Borough Administrator/Clerk Sopronyi

Stated that all of the inspectors in the Borough are part-time and this schedule has been in place for years. The Zoning Officer is working on the signage problems with the businesses downtown.

Deputy Clerk Riggio

Informed Council that letters to residents affected by the road closures for Halloween are being sent this week.

Borough Attorney Raffetto

Congratulated Mr. Musing and welcomed him back to Council.

Mayor Quattrone

Attended the dedication of the new dormitories at the Peddie School. It was a very nice event and the new dorms are beautiful. There is an Eagle Scout Court of Honor this weekend that Council President Stults will be attending.

ADJOURNMENT

Councilmember Hansen moved to adjourn at 10:00 p.m.; Council President Stults seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk