

**Meeting Minutes  
Hightstown Borough Council  
April 17, 2017  
7:00 p.m.**

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 Kurs</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Montferrat</i>	✓	
<i>Councilmember Stults</i>		ARRIVED LATE 7:20
<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**

**Resolution 2017-94 Authorizing a Meeting that Excludes the Public**

Councilmember Hansen moved Resolution 2017-94; Councilmember Montferrat seconded.

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

Resolution adopted 4-0.

Resolution 2017-94

*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 April 17, 2017 at 7:00pm 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 – Fire Services  
Animal Control Officer

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: July 17, 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 7:35 p.m. and again read the Open Public Meetings Statement.

The Flag Salute followed roll call.

Council President Stults and George Lang, CFO, arrived during executive session and are now present.

### **APPROVAL OF AGENDA**

Mayor Quattrone asked that Affordable Housing be added to the agenda for discussion.

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

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

Agenda approved as amended 5-0.

### **APPROVAL OF MINUTES**

Councilmember Montferrat moved the March 27, 2017 Budget Meeting minutes for approval; Councilmember Kurs seconded.

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

Minutes approved 5-0.

Councilmember Montferrat moved the April 3, 2017 Executive Session minutes for approval; Councilmember Hansen seconded.

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

Councilmember Kurs moved the April 3, 2017 Open Session minutes for approval; Councilmember Hansen seconded.

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

### **PUBLIC COMMENT I**

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

**Scott Caster, 12 Clover Lane** – Once again spoke regarding the shared burden of the East Windsor School District with East Windsor Township. Stated that Hightstown is taking on too much of the burden and asked that Council acknowledge this problem. Councilmember Kurs questioned as to whether Mr. Caster could share any information about this issue from when he was Mayor. Councilmember Kurs stated that with information from what has previously been done to resolve this issue; Council could pick up where they left off. Mr. Caster responded that East Windsor should be paying a host benefit fee for schools in East Windsor.

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

## **ORDINANCES**

### **Ordinance 2017-05 Final Reading and Public Hearing – An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (NJSA 40A:4-45.14)**

Mayor Quattrone opened the public hearing for Ordinance 2017-05.

There being no comments, Mayor Quattrone closed the public hearing.

Councilmember Kurs moved Ordinance 2017-05 for adoption; Council President Stults seconded.

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

Ordinance adopted 5-0.

Ordinance 2017-05

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

### **AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, *N.J.S. 40A: 4-45.1 et seq.*, provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 0.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

**WHEREAS**, *N.J.S.A. 40A: 4-45.15a* provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

**WHEREAS**, the Mayor and Council of the Borough of Hightstown in the County of Mercer finds it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

**WHEREAS**, the Mayor and Council hereby determine that a 3.0% increase in the budget for said year, amounting to \$158,477.49 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

**WHEREAS**, the Mayor and Council hereby determine that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Mayor and Council of the Borough of Hightstown, in the

County of Mercer, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2017 budget year, the final appropriations of the Borough of Hightstown shall, in accordance with this ordinance and *N.J.S.A. 40A: 4-45.14*, be increased by 3.5%, amounting to \$184,890.41, and that the CY 2017 municipal budget for the Borough of Hightstown be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, be filed with said Director within 5 days after such adoption.

## **2017 BUDGET**

Councilmember Kurs moved the 2017 Budget for introduction; Council President Stults seconded.

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

Budget Introduced 5-0. Public Hearing scheduled for May 15, 2017.

## **RESOLUTIONS**

### **Resolution 2017-95 Authorizing Payment of Bills**

Councilmember Hansen moved Resolution 2017-95; Councilmember Montferrat seconded.

Roll Call Vote: Councilmembers Hansen, Kurs, Misiura and Montferrat voted yes; Council President Stults abstained.

Resolution adopted 4-0 with 1 abstention.

Resolution 2017-95

*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 \$998,743.92 from the following accounts:

Current		\$896,283.18
W/S Operating		72,398.00
General Capital		7,482.00
Water/Sewer Capital		12,098.11
Grant		394.50
Trust		0.00
Housing Trust		0.00
Animal Control		0.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>10,088.13</u>
Total		<u>\$998,743.92</u>

#### **Resolution 2017-96 Authorizing Receipt of Bids for Rehabilitation of East Ward Street**

Councilmember Hansen moved Resolution 2017-95; Council President Stults seconded.

Mayor Quattrone and Borough Clerk/Administrator Sopronyi explained that Van Cleef Engineering was awarded the contract for the design work for the Rehabilitation of East Ward Street. This was awarded from the pool of engineers of the Borough. In June of 2016 Van Cleef forwarded design plans to Ken Lewis, Superintendent of Public Works and Carmela Roberts, Borough Engineer, for their comments and/or changes. In November of 2016 Henry Underhill, Former Borough Administrator, gave Van Cleef approval to move forward with the plans and obtain the necessary approvals from the State. Unfortunately, Mr. Lewis and Ms. Roberts never reviewed the revised plans. Presently, Van Cleef has received the necessary approvals from the State and is ready to move forward with the bid. Roberts Engineering is currently reviewing the revised plans. The Clerk's office has written the resolution to state that Van Cleef is authorized to advertise for bids with approval of the Borough Engineer and Superintendent of Public Works.

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

Resolution adopted 5-0.

Resolution 2017-96

*BOROUGH OF HIGHTSTOWN  
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#### **AUTHORIZING RECEIPT OF BIDS FOR REHABILITATION OF EAST WARD STREET**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Van Cleef Engineering is hereby authorized to prepare specifications and advertise for bids for the Rehabilitation of East Ward Street, and that the Borough is authorized to receive same after proper advertisement with the approval of the Borough Engineer and Public Works Superintendent.

#### **PUBLIC COMMENT PERIOD II**

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

**Scott Caster, 12 Clover Lane** – Spoke once again about the regional school district tax burden.

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

## **DISCUSSION**

### **Affordable Housing**

The new Borough Planner, Brian Slauch, reviewed the Housing Element of the Fair Share Housing Plan that the Planning Board was going to adopt and had several concerns. He suggested that the Mayor form a small committee to include two members of Council, two members of the Planning Board and the Planner to address the concerns. After discussion, it was decided that Councilmembers Misiura and Hansen would represent Council on the Affordable Housing Subcommittee.

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

### **Councilmember Montferrat**

Thanked the Hightstown Police and Fire Department for their quick response to the fire at the Rug Mill; thankfully, there were no injuries and little damage. Stated that he is an advocate of affordable housing and is happy to see a sub-committee in place. He is working on Sustainable Jersey with the Environmental Commission.

### **Councilmember Misiura**

Discussion regarding affordable housing has been going on for some time at the Planning Board. At its last meeting, the Planning Board approved two use variances for a tri-plex to be built on Church Street. The Route 33 Corridor plan has been reviewed by the planner. He has a red-lined copy that will come back to Planning Board.

### **Council President Stults**

Thanked Sergeant Stephenson for calling in the smoke at the Rug Mill. Thanked the Police and Fire Department for their quick response to the Rug Mill fire. The project should move forward as scheduled. Downtown Businesses will be meeting again on May 3<sup>rd</sup>; he likes the direction this group is moving in.

### **Borough Clerk/Administrator Sopronyi**

Informed Council that there will be a meeting with the taxi company owners tomorrow. The meeting will be attended by herself, Mayor Quattrone, Police Chief Gendron and Council President Stults.

### **Deputy Clerk Riggio**

There is a Harvest Fair meeting scheduled for tomorrow evening.

### **CFO, George Lang**

The Public Hearing and Adoption of the 2017 Budget is scheduled for May 15<sup>th</sup>. The budget will be published on May 1<sup>st</sup> in the Trenton Times and on the website.

**Mayor Quattrone**

Stated the he believes Mr. Castor needs to take his concerns regarding the regional school district to Trenton. Tomorrow he is meeting with the taxi cab companies. There will be changes coming forward regarding taxi and parking ordinances.

**ADJOURNMENT**

Councilmember Montferrat moved to adjourn at 8:32 p.m.; seconded by Council President Stults. All ayes.

Respectfully Submitted,

Margaret M. Riggio  
Deputy Borough Clerk