

**Meeting Minutes
Hightstown Borough Council
November 5, 2018
Executive Session 7:00 p.m.
Public Session 7:30 p.m.**

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 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 Fred Raffetto, Borough Attorney.

EXECUTIVE SESSION

2018-195 Authorizing a Meeting that Excludes the Public

Moved by Councilmember Musing; Seconded by Council President Stults.

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

Resolution adopted 5-0.

Resolution 2018-195

*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 5, 2018 at the Hightstown Firehouse located at 140 N. Main Street, Hightstown that will be limited only to consideration of an item or items with respect to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

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

Contract Negotiations – Municipal Court and Police Department (Robbinsville)

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 5, 2019, 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 7:33 p.m. and again read the Open Public Meetings Statement.

George Lang, CFO, arrived after executive session and is now present. Mayor Quattrone asked for a moment of silence for the victims of the shooting in Pennsylvania and for the Utah Mayor, a National Guard member, who was killed in Afghanistan.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Councilmember Bluth moved to amend the agenda moving Resolution 2018-202 out of the Consent Agenda to be voted on separately. Councilmember Musing seconded.

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

Agenda amended 5-0.

Amended agenda moved by Councilmember Bluth; seconded by Councilmember Musing.

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

Agenda approved as amended 5-0.

APPROVAL OF MINUTES

October 15, 2018 – Executive Session

Moved by Council President Stults; Seconded by Councilmember Montferrat.

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

Minutes approved 4-0 with 1 abstention.

October 15, 2018 – Public Session

Moved by Council President Stults; Seconded by Councilmember Musing.

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

Minutes approved 4-0 with 1 abstention.

PUBLIC COMMENT I

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

Scott Caster, 12 Clover Lane – Asked for clarification of Resolution 2018-203. Questioned if the Hightstown First Aid Squad were continuing to answer calls. Stated that a neighbor is hesitant to donate because they had heard that Hightstown no longer answers calls. Administrator/Clerk, Debra Sopronyi, explained that resolution was for County Dispatch for Fire calls. Mayor Quattrone explained that the First Aid Squad does answer some calls when they have a crew available. Their enrollment is low due to members being away at college.

Eugene Sarafin, 628 South Main Street – Stated that he was happy to be back at a Council meeting and it is good to see everyone. In regard to the Robbinsville EMS Contract; would like to see 2 certified EMT's on the rig.

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

ORDINANCES

Ordinance 2018-20 Final Reading and Public Hearing – Bond Ordinance Providing for Improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$900,000 therefor and Authorizing the Issuance of \$153,500 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Mayor Quattrone opened the Public Hearing and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – Likes this ordinance.

There being no further comments, Mayor Quattrone closed the Public Hearing.

Moved for adoption by Councilmember Montferrat; Seconded by Council President Stults.

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

Ordinance adopted 5-0.

ORDINANCE 2018-20

BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO LINCOLN AVENUE, HAGEMOUNT AVENUE AND ROCKY BROOK COURT IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$900,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$153,500 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 \$900,000, including the \$746,500 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 \$153,500 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 Lincoln Avenue, Hagemount Avenue and Rocky Brook Court, including curb, sidewalk, drainage and roadway improvements, 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 \$153,500, and the obligations authorized

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

(d) An aggregate amount not exceeding \$140,000 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.

Ordinance 2018-21 Final Reading and Public Hearing – Bond Ordinance Providing for Water and Sanitary Sewer Improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court for the Water-Sewer Utility in and by the Borough of Hightstown, in the County of Mercer, New Jersey, Appropriating \$175,000 therefor and Authorizing the Issuance of \$175,000 Bonds or Notes of the Borough to Finance the Cost Thereof

Mayor Quattrone opened the Public Hearing and the following individuals spoke:

Eugene Sarafin, 628 South Main Street – Stated that he is proud that this Borough is always maintaining its infrastructure. Likes this ordinance.

There being no further comments, Mayor Quattrone closed the Public Hearing.

Moved for adopted by Council President Stults; Seconded by Councilmember Hansen.

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

Ordinance adopted 5-0.

ORDINANCE 2018-21

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

BOND ORDINANCE PROVIDING FOR WATER AND SANITARY SEWER IMPROVEMENTS TO LINCOLN AVENUE, HAGEMOUNT AVENUE AND ROCKY BROOK COURT FOR THE WATER-SEWER UTILITY IN AND BY THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY, APPROPRIATING \$175,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$175,000 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 \$175,000. 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 \$175,000 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 water and sanitary sewer improvements to Lincoln Avenue, Hagemount Avenue and Rocky Brook Court for the Water-Sewer Utility, including repairs to manholes, pipes and laterals, 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 unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. 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 or applicable 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 \$175,000, 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 \$25,000 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.

RESOLUTIONS

Resolution 2018-196 Payment of Bills

Moved by Councilmember Musing; Seconded by Councilmember Hansen.

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

Resolution adopted 3-0 with 2 abstentions.

Resolution 2018-196

*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 \$8,130,410.60 from the following accounts:

Current		\$7,804,696.08
W/S Operating		284,156.65
General Capital		32,384.00
Water/Sewer Capital		2,365.00
Grant		534.42
Trust		5,276.55
Housing Trust		0.00
Animal Control		2.40
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>995.50</u>
Total		<u>\$8,130,410.60</u>

Resolution 2018-197 Ratifying the Execution of a Settlement Agreement Between the Borough of Hightstown and Affordable Pumping Services, Regarding A Delinquent Grey Water Account

Moved by Councilmember Hansen; Seconded by Council President Stults.

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

Resolution adopted 5-0.

Resolution 2018-197

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

**RESOLUTION RATIFYING THE EXECUTION OF A
SETTLEMENT AGREEMENT BETWEEN THE BOROUGH OF HIGHTSTOWN
AND AFFORDABLE PUMPING SERVICES,**

REGARDING A DELINQUENT GREY WATER ACCOUNT

WHEREAS, the Hightstown Borough Governing Body previously adopted Resolution 2018-145, which authorized the Borough Attorney to take appropriate actions regarding collections associated with delinquent grey water accounts involving various vendors, including but not limited to the institution of litigation before the Superior Court of New Jersey; and

WHEREAS, following the adoption of said Resolution, the Borough Attorney filed a Complaint against Affordable Pumping Services (“APS”) of Bayville, New Jersey, with the Superior Court of New Jersey, Mercer County, Law Division, Special Civil Part; and

WHEREAS, said Complaint is currently pending and bears Docket No. DC-5867-18; and

WHEREAS, following the institution of this litigation, the parties have negotiated an amicable resolution of the matter which provides for full payment by APS of all amounts due and owed to the Borough, with interest, by way of monthly payments in the amount of Seven Hundred Fifty Dollars (\$750.00) per month, as set forth in more detail in the attached Settlement Agreement (the “Agreement”), until the total amount due and owed is paid in full; and

WHEREAS, the Agreement stipulates that the 1st installment payment was due and owed as of October 19, 2018, which payment has already been made by APS; and

WHEREAS, due to the time constraints associated with finalizing the Agreement such that the 1st payment could be made as of October 19, 2018, the Mayor and Borough Clerk executed the Agreement, with the understanding that the Agreement would be submitted to the Borough Council for formal ratification on November 5, 2018; and

WHEREAS, the Borough Council now wishes to approve and ratify the execution of the attached Agreement on behalf of the Borough.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, as follows:

1. That the Borough Council hereby approves and ratifies the attached Agreement with APS on behalf of the Borough.
2. That the Borough Attorney, the Borough Administrator, the Tax Collector and all other relevant Borough officials are hereby authorized to perform all necessary actions, and to execute any further documents that are needed, in order to effectuate the intentions of the Agreement, including but not limited to the execution and filing of a Stipulation of Dismissal of the pending litigation with the Court.
3. That a certified copy of this Resolution shall be provided to each of the following:
 - a. Frederick C. Raffetto, Esq., Hightstown Borough Attorney;
 - b. Debra L. Sopronyi, Borough Administrator/Clerk;
 - c. Monika Patel, Borough Tax Collector; and
 - d. George Lang, Borough Chief Financial Officer.

Resolution 2018-198 Authorizing Payment to Van Cleef Engineering associates (Construction Administration and Inspection for the Rehabilitation of East Ward Street)

Moved by Council President Stults; Seconded by Councilmember Montferrat.

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

Resolution adopted 5-0.

Resolution 2018-198

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

**AUTHORIZING PAYMENT TO VAN CLEEF ENGINEERING ASSOCIATES
(CONSTRUCTION ADMINISTRATION AND INSPECTION FOR THE
REHABILITATION OF EAST WARD STREET)**

WHEREAS, on March 21, 2016, the Borough Council awarded a contract for the Engineering Design and Inspection Services for the Rehabilitation of East Ward Street to Van Cleef Engineering of Hamilton, New Jersey at a cost not to exceed \$14,250.00 for design/bid services and a cost not to exceed \$22,750.00 for contract administration/inspection services for a total not to exceed amount of \$37,000.00; and

WHEREAS, the contractor has submitted a request payment in the amount of \$456.00 for preparation of Change Order #1 and payment application coordination in accordance with Resolution 2018-74 from September 1, 2018 – September 30, 2018; 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 a payment in the amount of \$456.00 to Van Cleef Engineering of Hamilton, New Jersey is hereby approved as detailed herein.

Resolution 2018-199 Authorizing Payment #5 – Quad Construction Company (Ultraviolet Disinfection for the Hightstown Borough Advanced Waste Water Treatment Plant)

Moved by Councilmember Montferrat; Seconded by Council President Stults.

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

Resolution adopted 5-0.

Resolution 2018-199

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

**AUTHORIZING PAYMENT #5 – 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 #5 in the amount of \$47,963.16 for work related to the installation of the stilling basin and filter grating; and

WHEREAS, the Borough Engineer has recommended approval of payment #5 in the amount of \$47,963.16; 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 #4 in the amount of \$47,963.16 to Quad Construction Company, Inc. of Lumberton, New Jersey is hereby approved as detailed herein.

Resolution 2018-200 Awarding a Contract for First Avenue and Forman Street Water Main Extension – The Earle Companies

Moved by Council President Stults; Seconded by Councilmember Bluth.

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

Resolution adopted 5-0.

Resolution 2018-200

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

**AWARDING A CONTRACT FOR FIRST AVENUE AND FORMAN STREET WATER
MAIN EXTENSION – THE EARLE COMPANIES**

WHEREAS, four (4) bids were received on October 25, 2018 the First Avenue and Forman Street Water Main Extension in Hightstown Borough; and

WHEREAS, the bids has been reviewed by the Borough Engineer and it is the Engineer's recommendation that a contract for the First Avenue and Forman Street Water Main Extension be awarded to the low bidder, The Earle Company of Farmingdale, New Jersey at the price of \$299,113.13; and

WHEREAS, this project is funded by the New Jersey Environmental Infrastructure Trust, the award of this contract is conditional upon approval by the New Jersey Department of Environmental Protection; and,

WHEREAS, the execution of this contract is subject to the review and approval of the Borough Attorney to assure that the bid submitted by The Earle Companies is in order with respect to legal compliance; and,

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the contract for the First Avenue and Forman Street Water Main Extension is hereby awarded to The Earle Companies of Farmingdale, New Jersey in the amount of \$299,113.13, upon approval by the New Jersey Department of Environmental Protection.

Resolution 2018-202 Authorizing an Application for Mercer at Play Grant

Moved by Councilmember Bluth; Seconded by Council President Stults

Councilmember Bluth explained that this is a joint grant with East Windsor Township. This grant will help with renovations to Dawes Park in the Borough and the Senior Center in East Windsor Township. Ms. Bluth went on to explain that Parks and Rec will be providing the match funding for the Dawes Park renovations and no tax dollars will be used for this.

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

Resolution adopted 5-0.

Resolution 2018-202
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

AUTHORIZING AN APPLICATION FOR MERCER AT PLAY GRANT

WHEREAS, the Borough of Hightstown desires to provide additional active recreation facilities for the community; and

WHEREAS, Mercer County created a grant funding program for active recreation called "Mercer at Play" and has allocated a second funding round; and

WHEREAS, the Borough of Hightstown desires to submit a joint application with East Windsor Township to provide additional active recreation facilities for the residents of East Windsor Township and Hightstown Borough, including projects to expand the East Windsor Senior Center, improvements to Anker Park in East Windsor Township, and improvements to Dawes Park in Hightstown Borough; and

WHEREAS, the Borough of Hightstown has identified the necessary match to receive the Mercer at Play grant; and

WHEREAS, the Borough Council believes the projects to be funded with this joint grant application will be beneficial to the residents of the Borough of Hightstown.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, in the County of Mercer, State of New Jersey, that:

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute and file a joint grant application on behalf of Hightstown Borough and East Windsor Township to Mercer County for the Mercer at Play Round 2 grant program.

CONSENT AGENDA

Councilmember Montferrat moved Resolutions 2018-201; 2018-203; 2018-204; 2018-205 as a Consent Agenda; Councilmember Hansen seconded.

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

Resolutions adopted 5-0.

Resolution 2018-201
BOROUGH OF HIGHTSTOWN
COUNTY OF MERCER
STATE OF NEW JERSEY

PROCLAIMING DECEMBER 3, 2018 AS COMMUNITIES OF LIGHT DAY

WHEREAS, it is the policy of Hightstown Borough to recognize organizations that have contributed to the overall benefit of the community; and

WHEREAS, Womanspace, founded in 1977, has demonstrated a unique ability to provide comfort, support services, crisis intervention and safety to women who are victims of sexual assault and domestic violence; and

WHEREAS, Womanspace, in the belief that “peace begins at home”, has asked the Mercer County Community to join them in their struggle against violence toward women by participating in their annual Communities of Light project; and

WHEREAS, Womanspace has provided emergency shelter in secure locations and comprehensive services for victims of domestic violence since 1977 and sexual assault since 2002, for more than 71,393 women, 13,717 children and 5,153 men. Additionally, Womanspace has assisted more than 277,877 hotline callers over the last 40 years; and

WHEREAS, Hightstown Borough applauds the efforts of Womanspace to bring an end to the cycle of interpersonal violence imposed on women, children and men; and

WHEREAS, the Mayor and Council of Hightstown Borough urges that each and every household demonstrate their support of the concept that “peace begins at home” by placing luminaries along their driveways and sidewalks on Monday, December 3, 2018, as a visible symbol of that support; and

WHEREAS, the proceeds from Communities of Light 2018 will be used to fund vital services for victims of domestic violence and sexual assault.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown, County of Mercer, State of New Jersey, that Monday, December 3, 2018 is Community of Light Day and hereby commends Womanspace on its many accomplishments and wish them continued success with Communities of Light in the years to come.

Resolution 2018-203

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

AUTHORIZING A SHARED SERVICES AGREEMENT WITH MERCER COUNTY REGARDING EMERGENCY TELECOMMUNICATIONS SERVICES

WHEREAS, in 2008 Hightstown Borough entered into an interlocal agreement with Mercer County for assistance with the dispatch of fire apparatus and provision of operational communications for the fire service community in the Borough, and will be provided at no cost to the Borough; and

WHEREAS, the County of Mercer has offered to continue to assist the Borough of Hightstown as needed in providing emergency telecommunication services January 1, 2018 through December 31, 2023 and

WHEREAS, these services include assistance in the dispatch of fire apparatus and provision of operational communications for the fire service community in the Borough, and will be provided at no cost to the Borough; and

WHEREAS, the County has requested that the Borough enter into a shared services agreement for these services; and

WHEREAS, it is the desire of the Mayor and Borough Council to enter into this agreement.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the attached Shared Services Agreement with the County of Mercer for assistance in the dispatch of fire apparatus and provision of operational communications for the fire service community in the Borough of Hightstown, as needed, is hereby approved, and the Mayor and Borough Clerk are authorized to execute same.

Resolution 2018-204

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

**AUTHORIZING THE RENEWAL OF A SHARED SERVICES AGREEMENT WITH
ROBBINSVILLE TOWNSHIP FOR EMERGENCY MEDICAL SERVICES**

WHEREAS, Resolution 2018-26 authorized a shared services agreement for Robbinsville Township to provide Emergency Medical Service coverage in Hightstown Borough; and

WHEREAS, said agreement was approved for the period January 1, 2018 through December 31, 2018 with the option to renew for two additional one year periods; and

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

WHEREAS, the Mayor and Council wish to renew the Shared Services Agreement for Emergency Medical Service for the period January 1, 2019 through December 31, 2019; and

WHEREAS, this agreement may be further extended by mutual agreement of the parties for up to one (1) additional one year term; and

WHEREAS, the Borough's net share of costs for these services, by the terms of this agreement, will be Forty Thousand Dollars (\$40,000.00) annually; and

WHEREAS funds for this expenditure will be made available in the 2019 budget;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown as follows:

1. The extension of the Shared Services Agreement with the Township of Robbinsville for Emergency Medical Service for the period January 1, 2019 through December 31, 2019 is hereby approved, in accordance with the provisions of N.J.S.A. 40:65-1 et seq.
2. This agreement is approved subject to the provision of adequate funds in the Borough's 2019 budget.

Resolution 2018-205

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

**REQUESTING APPROVAL FOR INSERTION OF A SPECIAL ITEM OF REVENUE
IN THE 2018 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 2018 as follows:

Source	Amount	Revenue Title	Appropriation Title
State of New Jersey Division of Motor Vehicles Drunk Driving Enforcement Fund	\$4,178.66	Drunk Driving Enforcement Grant	Drunk Driving Enforcement Grant

PUBLIC COMMENT PERIOD II

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

Eugene Sarafin, 628 South Main Street – Spoke about the election in Hightstown and spoke about government in Washington.

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

DISCUSSION

Evaluation of Affordable Housing Administrator Proposals

Administrator/Clerk, Debra Sopronyi, stated that Requests for Proposals are due November 16, 2018. She asked which Councilmembers will be reviewing the proposals once they are received. Mayor Quattrone appointed Councilmembers Hansen and Montferrat to review the proposals and make a recommendation to Council.

Best Practices

CFO, George Lang, reviewed the 2018 Best Practices. He explained that this year there are 61 questions. We scored 91% and he stated that we are doing well.

Environmental Commission Suggestions of Changes to the Tree Ordinance

David Zaiser, Shade Tree Commissioner, reviewed his memo of October 26, 2018, which outlined the Environmental Commission's suggestions to the current tree ordinance. He explained that this would help better monitor trees on private property which will improve our tree canopy.

Wycoffs Mill Road Truck Traffic

Councilmember Bluth stated that there have been numerous complaints from Enchantment residents regarding truck traffic on Wycoffs Mill Road. Borough Engineer, Carmela Roberts, conducted a traffic study and concluded that there is not enough traffic for a stop sign. Councilmember Bluth has been in contact with East Windsor and Mayor Mironov has advised that they have ordered a sign directing traffic to Cranbury Station Road. A sign in Hightstown will require a resolution of concurrence with East Windsor. East Windsor has said resolution and we are waiting for them to move forward.

SUBCOMMITTEE REPORTS

Streets and Sidewalk Committee

Borough Administrator/Clerk, Debra Sopronyi, spoke again regarding the Pace Car Program in the Borough. She also informed Council that a walkability audit is scheduled for November 29th.

Architect Interviews – YMCA Building

Council President Stults stated that 4 firms have been interviewed. A recommendation is forthcoming.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Bluth

Stated that the Cultural Arts Commission will be receiving the Sustainable Jersey Creativity and Innovation Award at the League of Municipalities next week. She also informed Council that Hightstown achieved Silver Level certification for Sustainable Jersey.

Council President Stults

The Downtown Hightstown Business group met this morning. They talked about raising funds for Borough events they are planning. Christmas lights will be going up downtown this weekend. He reviewed the monthly police report and stated that the monthly reports will begin to be posted on the website starting in January. Chief Gendron has been speaking with the Walter C. Black school regarding Harron Avenue becoming a one-way street. He is investigating which way the one-way will flow.

George Lang, CFO

We had 5 banks bid on the refunding bond. Webster Bank's bid was 3.342% and we will close at the end of the month.

Peggy Riggio, Deputy Clerk

Reminded everyone that tomorrow is Election Day. The polls open at 6:00 a.m. and close at 8:00 p.m. All districts in Hightstown will be voting upstairs at the Fire House. She explained the new election laws and advised everyone that results will not be certified by the County until late next week.

Mayor Quattrone

Congratulated the Environmental Commission and the Cultural Arts Commission. He is very proud of Hightstown.

ADJOURNMENT

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk