

**Meeting Minutes  
Hightstown Borough Council  
July 16, 2018  
6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:35 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: Debra Sopronyi, Borough Clerk/Administrator; Fred Raffetto, Borough Attorney.

**EXECUTIVE SESSION**

Mayor Quattrone turned the meeting over to Council President Stults and recused himself from the Americana matter to be discussed first in executive session. Mayor Quattrone left the room at this time and Council President Stults read resolution 2018-138 aloud.

**Resolution 2018-138 Authorizing a Meeting that Excludes the Public**

Moved by Councilmember Hansen; Seconded by Councilmember Montferrat.

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

Resolution adopted 6-0.

**Resolution 2018-138**

*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 July 16, 2018 at 6:30 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:

Attorney Client Privilege (Americana & Delinquent Gray Water Billing)  
Personnel - Fire Membership  
Contract Negotiations – Court and Police Department

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: October 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 had returned to the meeting during executive session; he called the public meeting to order at 7:38 p.m. and again read the Open Public Meetings Statement.

George Lang, CFO, and Monika Patel, Tax Collector/Deputy CFO, arrived after executive session and were now present.

The Flag Salute followed roll call.

#### **APPROVAL OF AGENDA**

Council President Stults requested that Resolution 2018-145 be added to the agenda. This resolution will authorize the Borough Attorney to pursue delinquent gray water balances due.

Moved as amended by Councilmember Stults; Seconded by Councilmember Montferrat.

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

Agenda approved as amended 6-0.

#### **APPROVAL OF MINUTES**

##### **May 21, 2018 Public Session**

Moved by Councilmember Montferrat; Seconded by Councilmember Bluth.

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

Minutes approved 5-0, with one abstention.

##### **June 4, 2018 Public Session**

Moved by Councilmember Montferrat; Seconded by Councilmember Musing.

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

Minutes approved 6-0.

## **June 18, 2018 Public Session**

Moved by Councilmember Musing; Seconded by Councilmember Montferrat.

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

Minutes approved 6-0.

## **PRESENTATION**

### **Certificate of Appreciation for STOMP Campaign**

Mayor Quattrone and Councilmember Montferrat, Liaison to the Board of Health, asked Nevin Walia to come forward. Councilmember Montferrat announced that Nevin volunteered with the Health Department for several months this school year to help conduct a STOMP campaign in our communities. STOMP is an initiative of the New Jersey Prevention Network aimed at preventing tobacco use by young people. Nevin trained with the Health Department then accompanied Inspectors on site visits to stores that sell tobacco products, to spread the word to merchants that new state regulations require individuals to be 21 years of age to purchase tobacco products. During the visits, 100% of the merchants signed a pledge stating they cared about the youth in the community and will check ids for proper age prior to selling products. The Health Department and the Board of Health were impressed with Nevin's commitment and professionalism with performing the work involved.

Mayor Quattrone thanked Nevin for all his hard work and support of good health on behalf of the community; he then presented Nevin with a certificate of appreciation for his participation in the STOMP campaign.

### **Cultural Arts Commission**

Adam Welch, Commissioner for the Hightstown Cultural Arts Commission, came forward and distributed a document to Mayor and Council that listed recommendations from the Commission. He commented that today he would like to focus on item #1, regarding arts allocation and commission appropriations. He noted that the Cultural Arts Plan has been adopted as part of the Master Plan and states that a 1% allocation be made on all Borough Capital Improvements into an Arts Enrichment Fund; adding that an ordinance of Council is required for the allocations to occur.

Mr. Welch then had a question and answer discussion with the Mayor and Council. Mr. Welch will send sample ordinances to the Borough Clerk so discussion can take place regarding the matter.

Mr. Welch then informed Council that the commission is currently working on a mural for downtown and requests a waiver of the ordinance which prohibits murals in town. There was discussion regarding this matter.

Mayor Quattrone commented that the Council will review these matters and have further discussion; he then thanked Mr. Welch for coming to the meeting.

## **PUBLIC COMMENT I**

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

**Scott Caster, 12 Clover Lane** – Stated that he supports the Cultural Arts Commission requests; and spoke regarding parking and vehicles at the new development at the Rug Mill.

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

## **ORDINANCES**

### **2018-13 Final Reading and Public Hearing – An Ordinance to Establish Salary Ranges for Certain Officers and Employees of the Borough of Hightstown**

Moved for adoption by Councilmember Hansen; Seconded by Council President Stults seconded. Mayor Quattrone explained that this ordinance establishes the ranges for salaries in the Borough. He then opened the public hearing on ordinance 2018-13.

There being no comments, Mayor Quattrone closed the public hearing and called for a roll call vote.

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

Ordinance adopted 6-0.

Ordinance 2018-13

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

### **AN ORDINANCE TO ESTABLISH SALARY RANGES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF HIGHTSTOWN**

**BE IT ORDAINED** by the Mayor and Council of the Borough of Hightstown, as follows:

**Section 1.** The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, excluding longevity, whose compensation shall be on an annual basis, is:

	<b>RANGING FROM:</b>	<b>TO:</b>
Mayor	\$4,800.00	\$4,800.00
Councilmember	\$3,600.00	\$3,600.00
Borough Clerk	\$40,000.00	\$80,000.00
Deputy Borough Clerk	\$30,000.00	\$60,000.00
Part-Time Treasurer	\$15,000.00	\$30,000.00
Accounts Payable Clerk	\$30,000.00	\$60,000.00
Tax/Water/Sewer Collector	\$20,000.00	\$57,000 .00
Part-Time Tax/Water/Sewer Collector	\$10,000.00	\$15,000.00
Deputy Tax/Water/Sewer Collector	\$10,000.00	\$60,000.00
Tax/Utility Clerk	\$7,000.00	\$47,000.00
Tax Assessor	\$7,500.00	\$20,000 .00

	<b>RANGING FROM:</b>	<b>TO:</b>
Registrar of Vital Statistics	\$2,500.00	\$5,000.00
Deputy Registrar of Vital Statistics	\$1,000.00	\$4,600.00
Municipal Court Administrator	\$30,000.00	\$65,000.00
Deputy Municipal Court Administrator	\$28,000.00	\$41,000.00
Municipal Magistrate	\$30,000.00	\$50,000.00
Records Management and System Administrator and Administrative Assistant to the Police Department	\$32,000.00	\$53,000.00
Planning Board Secretary	\$1,000.00	\$25,000.00
Technical Assistant	\$28,000.00	\$40,000.00
Construction Code Official	\$18,000.00	\$35,000.00
Fire Subcode Official	\$3,500.00	\$8,000.00
Building Subcode Official	\$3,500.00	\$8,000.00
Superintendent of Public Works	\$50,000.00	\$100,000.00
Assistant Superintendent of Public Works	\$50,000.00	\$66,000.00
Water Plant Superintendent (Part-Time)	\$10,000.00	\$25,000.00
Senior Water Plant Operator	\$35,000.00	\$80,000.00
Supervising AWWTP Operator	\$44,000.00	\$56,000.00
Superintendent of AWWTP	\$50,000.00	\$95,000.00
Assistant Superintendent of AWWTP	\$45,000.00	\$80,000.00
Lab Manager – AWWTP	\$35,000.00	\$65,000.00
Secretary Board of Health	\$500.00	\$1,500.00
Computer Systems Administrator	\$3,000.00	\$6,000.00
Chief Financial Officer	\$2,000.00	\$50,000.00
Deputy Chief Financial Officer	\$10,000.00	\$55,000.00
Building Inspector	\$3,500.00	\$5,500.00
Zoning Official	\$6,000.00	\$12,000.00
Health Officer	\$8,000.00	\$13,000.00
OEM Coordinator	\$2,000.00	\$ 5,000.00
Borough Administrator	\$30,000.00	\$90,000.00
Police Chief	\$120,000.00	\$140,000.00

**Section 2.** The following official employment designations are hereby confirmed and the rate of compensation of each officer and employee of the Borough of Hightstown, whose compensation shall be on an hourly basis, is:

	<b>RANGING FROM:</b>	<b>TO:</b>
Administrative Assistant/Payroll Clerk	\$10.00	\$30.00
Violations Clerk (Part-Time)	\$15.00	\$25.00
Disposition Clerk (Part-Time)	\$12.50	\$25.00
Special Officer – Municipal Court	\$25.00	\$35.00
Public Health Nurse	\$25.00	\$45.00
School Crossing Guard	\$15.00	\$25.00
Special Officer I	\$8.00	\$18.00
Special Officer II	\$18.00	\$30.00
Clerical Assistant	\$10.50	\$20.00
Administrative Assistant	\$13.50	\$30.00
Secretary	\$10.00	\$20.00
Public Works Foreman	\$17.00	\$40.00
Public Works Heavy Equipment Operator	\$16.00	\$40.00
Public Works Automated Vehicle Operator	\$16.00	\$35.00
Public Works Driver/Laborer	\$15.00	\$35.00
Public Works Laborer	\$14.00	\$35.00
Public Works Municipal Building Maintenance	\$8.00	\$35.00
Public Works Mechanic	\$16.00	\$35.00
Seasonal/Temporary Labor	\$8.00	\$16.00
Assistant Water Plant Operator	\$15.00	\$25.00
Water Plant Operator	\$25.00	\$35.00
Water Plant Lead Operator	\$40.00	\$50.00
AWWTP Maintenance	\$16.00	\$30.00
AWWTP Maintenance (Out of Title)	+\$2.00	+\$4.00
AWWTP Operator Trainee (up to 1 year exp)	\$13.00	\$20.00
AWWTP Operator – Class I (min. 1 year exp)	\$15.00	\$30.00
Recreation Director (part-time)	\$20.00	\$40.00
Assistant Recreation Director (part-time)	\$8.00	\$20.00

	<b>RANGING FROM:</b>	<b>TO:</b>
Junior Recreation Counselor (part-time)	\$6.00	\$12.00
Housing Inspector	\$14.00	\$35.00
Fire Inspector	\$14.00	\$35.00
Building Inspector	\$14.00	\$35.00
Code Enforcement Officer	\$15.00	\$35.00
Fire Officer	\$14.00	\$35.00
Zoning Official	\$14.00	\$35.00
Electric Subcode Official	\$14.00	\$45.00
Plumbing Subcode Official	\$14.00	\$45.00

**Section 3.** This Ordinance shall take effect after final passage and publication as provided by law, but the ranges of compensation herein provided shall be retroactive to January 1, 2018.

**Section 4.** The salary ranges established in this ordinance supersede any established for the same positions in previous salary ordinances, and will remain in effect until changed by the adoption of a new or amending Salary Ordinance.

**2018-14 First Reading and Introduction – An Ordinance Amending Chapter 7, Entitled “Traffic”, Subsection 7-14-1, Entitled “Parking Prohibited During Certain Hours on Certain Streets” of the Revised General Ordinances of the Borough of Hightstown**

Moved for introduction by Councilmember Musing; Seconded by Council President Stults seconded.

Borough Attorney Raffetto reviewed the ordinance noting that it is revised from the previous ordinance which was voted down by Council; the restriction will only occur on the same side of Joseph Street as the school. Council had discussion and requested that the Police Chief attend the meeting at which the public hearing will be heard.

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

Ordinance introduced 6-0.

Ordinance 2018-14

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

**AMENDING CHAPTER 7, ENTITLED “TRAFFIC”, SUBSECTION 7-14-1. ENTITLED “PARKING PROHIBITED DURING CERTAIN HOURS ON CERTAIN STREETS” OF THE *REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN***

**WHEREAS**, It has been determined by the Borough Administrator, Police Chief, East Windsor Regional School Superintendent, and East Windsor Regional School Administrator in conjunction with the Mercer County Engineer,

that the crosswalk at the intersection of Stockton Street and Oak Lane, which contains a school crossing post for both Walter C. Black School and Grace N. Rogers School, will be moved to the intersection of Stockton Street and Joseph Street for the safety of students and pedestrians; and

**WHEREAS**, this change in crosswalk location will effectuate more pedestrian and student traffic on Joseph Street during school hours; and

**WHEREAS**, The Hightstown Police Chief and East Windsor Regional School Superintendent, as well as the Principals of both schools, have expressed concern with the narrowness of Joseph Street and the obstruction of visibility of the students when using the sidewalk, as well as the ability of busses to pass when vehicles are parked on Joseph Street; and

**WHEREAS**, the Hightstown Police Chief has recommended that parking on the west side of Joseph Street be restricted Monday through Friday from 7:30am to 3:30pm, to assure the safety of the students and permit bus traffic to pass without incident; and

**WHEREAS**, The Mayor and Council of Hightstown Borough agree with said recommendation.

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

1. Section 1. Chapter 7, entitled "Traffic", Subsection 7-14-1, entitled "Parking" of the *Revised General Ordinances of the Borough of Hightstown* is hereby amended as follows (deletions are crossed out; additions are underlined):

#### **Section 7-14**

#### **PARKING PROHIBITED DURING CERTAIN HOURS ON CERTAIN STREETS**

##### **Subsections:**

##### **7-14-1            Parking Prohibited During Certain Hours on Certain Streets.**

##### **Subsection 7-14-1            Parking Prohibited During Certain Hours on Certain Streets.**

No person shall park a vehicle between the hours specified any day (except Sundays and public holidays) upon any of the streets or parts of streets described.

<b>Name of Street</b>	<b>Side</b>	<b>Hours/Days</b>	<b>Location</b>
Glen Drive	Both	9:00 a.m. to 3:00 p.m./ Monday thru Friday	From Spring Crest Drive to end
Joseph Street	West	7:30 a.m. to 3:30 p.m./  Monday thru Friday	Entire Length
Leshin Lane	Both	9:00 a.m. to 3:00 p.m./ Monday thru Friday	From South Main Street to Westerlea Avenue
Monmouth Street	South	8:00 a.m. to 6:00 p.m.	From North Main Street to Pennsylvania Railroad tracks



Rogers Avenue	South	8:00 a.m. to 6:00 p.m.	From Stockton Street to Railroad Avenue
Spring Crest Drive	Both	9:00 a.m. to 3:00 p.m./ Monday thru Friday	From South Main Street to Westerlea Avenue
Spruce Court	Both	9:00 a.m. to 3:00 p.m./ Monday thru Friday	From Leshin Lane to end of Spruce Court, including the cul-de-sac

Section 2. This Ordinance shall become effective immediately upon final passage and publication in accordance with the law.

Section 3. All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 4. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to that portion of the Ordinance actually adjudged to be invalid, and the remaining portions of this Ordinance shall be deemed severable therefrom and shall not be affected.

## **RESOLUTIONS**

### **2018-139 Payment of Bills**

Moved by Councilmember Bluth; Seconded by Council President Stults.

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

Resolution adopted 6-0.

Resolution 2018-139

*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 \$170,025.37 from the following accounts:

Current		\$92,541.98
W/S Operating		48,293.20
General Capital		6,354.75
Water/Sewer Capital		22,395.00
Grant		179.00
Trust		261.44
Total		<u>\$170,025.37</u>

**2018-140 Authorizing Payment #4 – Quad Construction Company (Ultraviolet Disinfection for the Hightstown Borough Advanced Waster Water Treatment Plant)**

Moved by Councilmember Musing; Seconded by Councilmember Hansen.

Mayor Quattrone reviewed the resolution.

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

Resolution adopted 6-0.

Resolution 2018-140

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

**AUTHORIZING PAYMENT #4 – 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 #4 in the amount of \$103,459.58 for work related to installation and startup of the new UV disinfection units, modifications to the chlorination chamber, and various items related to Change Order No. 2; and

**WHEREAS**, the Borough Engineer has recommended approval of payment #4 in the amount of \$103,459.58; 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 \$103,459.58 to Quad Construction Company, Inc. of Lumberton, New Jersey is hereby approved as detailed herein.

**2018-145 Authorizing the Borough Attorney to Take Appropriate Actions Regarding Delinquent Gray Water Accounts**

Mr. Raffetto read this resolution aloud as it was not in the public packet but added to the agenda this evening.

Moved by Councilmember Hansen; Seconded by Council President Stults.

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

Resolution adopted 6-0.

Resolution 2018-145

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

**RESOLUTION AUTHORIZING THE BOROUGH ATTORNEY TO TAKE APPROPRIATE ACTIONS REGARDING DELINQUENT GREY WATER ACCOUNTS.**

**WHEREAS**, the Borough of Hightstown (the “Borough”) was previously a party to certain contracts whereby the Borough provided grey water services to various vendors; and

**WHEREAS**, the Borough terminated a number of such agreements at the end of 2017; however, there remain amounts outstanding that are due and owed from several of the vendors for services rendered by the Borough prior to the time of contract termination; and

**WHEREAS**, despite the Borough’s diligent efforts to collect these outstanding sums, the vendors remain delinquent in the payment of same; and

**WHEREAS**, as of June 29, 2018, the following total amounts were due and owed from the following vendors:

1. Affordable Pumping Services - \$4,313.27;
2. Champion Environmental - \$379.97;
3. Champion Septic - \$14,658.99;
4. Atlas Septic, Inc. - \$13,830.05; and

**WHEREAS**, the amounts referenced above continue to generate interest on a daily basis; and

**WHEREAS**, the Mayor and Council wish to refer this matter to the Borough Attorney to take appropriate actions, including but not limited to litigation before the Superior Court of New Jersey, pursuant to the direction of the Borough Administrator, in order to pursue the outstanding amounts which are due and owed to the Borough from any or all of the above-referenced vendors.

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

1. That the Borough Attorney is hereby authorized to take appropriate actions, including but not limited to the institution and pursuit of litigation before the Superior Court of New Jersey, pursuant to the direction of the Borough Administrator, in order to pursue the outstanding amounts that are due and owed to the Borough from any or all of the above-referenced vendors for the provision of grey water services.
2. 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.

## **CONSENT AGENDA**

Councilmember Misiura requested that resolution 2018-144, given its importance, be removed from the consent agenda and voted on separately. After Council discussion, it was decided that the remainder of resolutions would each be done individually.

### **2018-142 Waiving Fees for Certain Parking Permit Fees**

Moved by Council President Stults; Seconded by Councilmember Bluth.

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

Resolution adopted 6-0.

Resolution 2018-142

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

## **WAIVING FEES FOR CERTAIN PARKING PERMITS**

**WHEREAS** Rise (formerly known as the Community Action Service Center), a nonprofit agency serving Borough residents, has requested eight 2018-2019 parking permits for use by their staff, including four special permits for use in the Main Street parking lot and four permits for use in the Borough's permit parking area near Wells Fargo Bank; and

**WHEREAS**, Rise has requested that the fees for these permits be waived; and

**WHEREAS**, because Rise is an agency that receives financial support from, and serves residents of the Borough, the Mayor and Council wish to authorize issuance of said permits at no fee.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Borough Clerk shall issue Rise eight (8) 2018-2019 parking permits as detailed herein and that the fees for these permits shall be waived.

### **2018-143 Authorizing Refund for a Pool Filling Permit**

Moved by Councilmember Musing; Seconded by Councilmember Hansen.

Monika Patel, Collector, explained the need for this resolution.

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

Resolution adopted 6-0.

Resolution 2018-143

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

**AUTHORIZING REFUND OF A POOL FILING PERMIT FEE**

**WHEREAS**, On June 13, 2018, William A. Nilson, 6 Leshin Lane, Hightstown, NJ, purchased a pool filing permit for \$15.00; and

**WHEREAS**, Mr. Nilson's account is a water only meter, therefore, a sewer credit cannot be applied; and

**WHEREAS**, the Collector has requested that said fee paid for the pool filing permit be refunded in the amount of \$15.00

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Collector and CFO are hereby authorized to issue a refund in the amount of \$15.00 to William A. Nilson, 6 Leshin Lane, Hightstown, NJ 08520, representing the pool filing permit as set forth herein.

**2018-144 Authorizing the Borough Administrator to Execute the Documents for the Purchase of Real Property (Block 60/Lot 16)**

Moved by Councilmember Montferrat; Seconded by Councilmember Musing.

Councilmember Misiura reviewed the resolution, noting that it gives the Administrator the authority to sign closing paperwork for the purchase of the YMCA building at 230 Mercer Street.

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

Resolution adopted 6-0.

**Resolution 2018-144**

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

**RESOLUTION AUTHORIZING THE BOROUGH ADMINISTRATOR TO EXECUTE THE DOCUMENTS FOR THE PURCHASE OF REAL PROPERTY (BLOCK 60/LOT 16)**

**WHEREAS**, the Hightstown Borough Governing Body previously adopted Ordinance No. 2018-12, the purpose for which is the acquisition of land, as more specifically described as Block 60, Lot 16 on the tax maps of the Borough, including the brick YMCA building; and

**WHEREAS**, the purpose of this acquisition is for use as Municipal Facilities; and

**WHEREAS**, a closing on said property will require a Borough Official's signature to validate the transfer of said property's ownership; and

**WHEREAS**, the Mayor and Borough Council wish to authorize the Borough Administrator/Clerk to execute the required documents for the transfer of said property ownership to the Borough of Hightstown.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Hightstown that the Borough Administrator/Clerk is hereby authorized to execute, any documents which are necessary in order to transfer ownership of said referenced property to the Borough of Hightstown; and that all Borough officials are hereby authorized to undertake all necessary activities in furtherance of the intentions of the within Resolution.

## **PUBLIC COMMENT PERIOD II**

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

**Scott Caster, 12 Clover Lane** – Spoke about how utility repairs downtown caused traffic gridlock and parking is an issue; he also commented that he cannot hear at the meetings because of the microphones.

**Joe Cicalese 136 Broad Street** – inquired about the plan for the building at 230 Mercer Street, to which Councilmember Misiura gave the options for the Police and Court explaining that it is planned to move forward with municipal offices first. Mr. Cicalese commented that he would like to see the police remain in the Borough.

**Adam Welch, 2 Taylor Avenue** – Commented that the library has a very good reading program.

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

## **DISCUSSION**

### **Sustainable Jersey Diversity Study**

Keith LePrevost, Chair of the Environmental Commission reviewed the results of the Diversity Study noting that there was a 60% response and the results were as expected; He continued that the 2010 census counted Hightstown's population as being 41% of Latino decent, but only 8% of our boards, committees and commissions contain this demographic. There was discussion with Council regarding demographics and recruiting methods for volunteers.

Adam Welch, a Commissioner of the Cultural Arts Commission commented that the Commission is hoping to use the arts to bridge demographics in the area.

Mayor Quattrone thanked Mr. LePrevost for conducting the survey.

### **Financial Advisor**

George Lang, CFO, advised that there is a need to sell notes and feels that a Financial Advisor for the Borough is warranted to deal with ratings and various other matters. He recommended Phoenix Advisors, LLC noting they work well with the Borough Bond Counsel and they work on document disclosure and document posting. He then dispersed information to Borough Council regarding his recommended firm and there was discussion regarding putting out an RFP and whether taking a recommendation of the CFO creates a conflict. After consult with the Borough Attorney and Administrator/Clerk/QPA, and in consideration of the cost of the service, it was decided that the Borough would utilize the Advisor recommended by Mr. Lang.

## **SUBCOMMITTEE REPORTS**

**Sidewalks & Crosswalks** – Councilmember Misiura stated that the subcommittee will meet tomorrow to discuss Dutch Neck Road and the Safe Routes to School Grant; he noted that a member of the subcommittee, who also is a member of the Planning Board, has attended the Complete Streets training.

Mayor Quattrone noted that he is speaking with East Windsor regarding applying for the grant for the East Windsor end of Dutch Neck so the entire length of the road can have sidewalks for students to walk to school.

**Trees for Lincoln, Hagemount & Rocky Brook Project** – Councilmember Montferrat stated that the subcommittee met with the Environmental Commission regarding the project and it went well; they support

sidewalks and have a recommendation for tree removal with a goal of having a streetscape that will last into the next 50 years.

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

### **Councilmember Musing**

Thanked Mr. Welch for all his work with the Cultural Arts Commission and he believes art can transform the town; agreed that the microphones are not up to par, but these are not our property, we are using the firehouse system; agreed that the utility work caused traffic jams downtown and it just shows how much Hightstown is a cut-through; he thanked Mr. LePrevost for the survey and discussion.

### **Councilmember Hansen**

Commented that a Water/Sewer Department meeting needs to be set, and they should be held quarterly; thanked the employees and professionals who worked on acquiring the property at 230 Mercer Street; noted that the two biggest projects on the Council's agenda at this time are the Redevelopment project and municipal facilities; and Council is working diligently to move forward with both projects.

### **Councilmember Bluth**

Gave the schedule of events with their dates and locations, noting all events for the next month.

### **Councilmember Montferrat**

Noted that the Board of Health meets next week; the Harvest Fair stage has been acquired from Mercer County thanks to Mayor Quattrone reaching out to the County; the Environmental Commission met and discussed the project application which should be presented to the Planning Board.

### **Councilmember Misiura**

Advised that the First Aid met and discussed their membership drive; the public comment hearing on the redevelopment project is closed and the Planning Board will be discussing the project at the next meeting, there is some concern with the facades in the project.

### **Council President Stults**

Thanked Mr. Welch and noted that he also believes art can transform a community and the mural ordinance should be addressed; he noted that there is a possibility of utilizing space in the new building as a gallery and there will be a ribbon cutting for the new building when it is appropriate; the business group met and have some great ideas to publicize, one being the placement of monitors in various shops with rotation of event information to patrons; they are also reaching out to facilitate after hours parking for patrons by utilizing various lots such as the churches and banks; Downtown Hightstown meets tomorrow; the radar sign that was used as a trial by the PD showed drivers their speed and proved to slow traffic; the Housing Authority is considering a RAD Conversion and discussion on the matter must be held with the Planner to evaluate whether it is advantageous to the Borough; he saw a gentleman fall outside the liquor store downtown and called 9-1-1 for assistance but dispatch did not know the Borough.

### **Monika Patel, Collector/Assistant CFO**

Noted that there was a problem with our billing system and the water bills have gone out but are for only two months instead of the entire quarter, the next billing will contain four months of usage. The dates covered in the billing are on the bills and a special message is on the website.

**George Lang, CFO**

Noted that the Borough must wait for the Board of Education to meet and decide how much of their additional funding will be used for tax relief before the tax rate can be set; the grace period for tax payments will be extended accordingly.

**Fred Raffetto, Esq., Borough Attorney**

The resolution passed this evening permits the Administrator to sign the documents required for the scheduled closing tomorrow, she will execute these documents after the meeting tonight.

**Mayor Quattrone**

Requested prayers and thoughts for Eugene Sarafin, a resident who underwent surgery; reiterated that he has suggested to East Windsor that they also apply for a Safe Routes to School Grant for their portion of Dutch Neck Road and discussion is taking place with our Engineer assisting the with paperwork, etc.; the Planning Board meeting was very good, but long; OPRA is ridiculous and not being used for its original purposes, it is also expensive to the Borough; the college student volunteers at the First Aid are home for the summer and are answering calls; volunteers do a lot for the Borough and we appreciate it.

**ADJOURNMENT**

Councilmember Montferrat moved to adjourn at 9:20 p.m.; Council President Stults seconded. All ayes.

Respectfully Submitted,

Debra L. Sopronyi  
Borough Clerk