

**Meeting Minutes  
Hightstown Borough Council  
February 5, 2018  
6:30 p.m. Executive Session  
7:30 p.m. Public Session**

The meeting was called to order by Mayor Quattrone at 6:32 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**

Council President Stults moved Resolution 2018-39; Councilmember Misiura seconded.

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

Resolution adopted 6-0.

Resolution 2018-39

*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 February 5, 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:

Contract Negotiations – Municipal Facilities

Stated as precisely as presently possible the following is the time when and the circumstances under which the discussion conducted at said meeting can be disclosed to the public: May 5, 2018, or when the need for confidentiality no longer exists.

The public is excluded from said meeting, and further notice is dispensed with, all in accordance with sections 8 and 4a of the Open Public Meetings Act.

Mayor Quattrone called the public meeting to order at 7:33 p.m. and again read the Open Public Meetings Statement.

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

The Flag Salute followed roll call.

### **APPROVAL OF AGENDA**

Councilmember Misiura moved the Agenda; Councilmember Bluth seconded.

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

Agenda approved 6-0.

### **APPROVAL OF MINUTES**

Councilmember Montferrat moved the January 1, 2018 Reorganization minutes for approval; Council President Stults seconded.

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

Minutes approved 6-0.

### **PRESENTATION**

#### **Municipal Facilities Concept Plan**

Councilmember Misiura began the presentation with a history of the municipal facilities. Council President Stults, Borough Administrator/Clerk Debra Sopronyi and Michael Hanrahan of Clarke Canton & Hintz also spoke during the presentation. The presentation is attached hereto and is part of the minutes.

### **PUBLIC COMMENT I**

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

**Doug Mair, 536 South Main Street** – Thanked Council for the presentation and the transparency of the project. Questioned how much will be bonded for. Council President Stults stated that the presentation this evening was just an overview and feasibility study of the location to see if this space would meet our needs. Numbers will be tightened up. George Lang, CFO, stated that the project will be completed in phases so approval will be done as needed as we move forward. Mr. Mair then questioned why the Borough is paying over the appraised amount for the property. Council President Stults stated that negotiations did occur and that the purchase of this building will solve the logistics problem for the Borough. Debra Sopronyi, Borough Administrator/Clerk stated that this property holds a greater value to the Borough because of its historic value. Mr. Mair asked if adopting a resolution this evening will authorize the Borough to move forward with the purchase. Fred Raffetto, Borough Attorney, stated that the adoption of the resolution authorizes the Mayor and Borough Clerk to enter into a contract. Council must still adopt an ordinance to proceed with the purchase of real estate property. This gives the Borough the opportunity to do its due diligence. We will have 120 days to adopt the ordinance or the contract will become null and void. Mr. Mair stated that he would like to see the Police and Court downtown not in Robbinsville. He does not want to see the Borough spend \$700,000 on a building just for municipal offices. Councilmember Misiura stated that there are many options that need to be looked at for Police and Court. We do not have all the answers yet.

**Eugene Sarafin, 628 South Main Street** – Stated the he is in favor of the Borough purchasing the YMCA. This is the wisest decision Council can make. He is ok if Police and Court are not housed in this location.

**Frank Riveria, 110 Broad Street** – Stated that this is not just about dollars and cents. This is a historic centerpiece in Hightstown and he supports this resolution.

**J.P. Gibbons, 602 North Main Street** – Stated that he applauds Council's efforts but it appears that the decision has already been made and it doesn't matter what the taxpayers say. Questioned how much space is needed and why we are paying more than the appraisal amount. Voiced a concern over this building being in a residential area.

**Lynne Woods, 315 Park Avenue** – Questioned if new flood maps have ever been adopted. Carmela Roberts, Borough Engineer, stated that yes, the new flood maps have been adopted and the lines did change.

**Jordan Adler, 2 Fryer Court** – Thanked Council for the presentation. His son is a student at the YMCA. The families found out on Friday that the facility will be closing. Good people will be losing their jobs. Our children are worth more than any building. He respects that the Borough had nothing to do with the YMCA selling the building but, where are these children supposed to go now?

**Ann Marie Miller, 210 Morrison Avenue** – Chair, Hightstown Cultural Arts Commission, Stated that she supports this concept and loves the idea of community space. She welcomes the opportunity for gallery space.

**J.P. Gibbons, 602 North Main Street** – Stated that he is concerned about Resolution 2018-50, Emergency Temporary Appropriations - \$100,000 Litigation Settlement. What is this for?

**Scott Caster, 12 Clover Lane** – Stated that buying this building is a good idea.

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

## **RESOLUTIONS**

**Resolution 2018-40 Authorizing the Borough to Enter into a Contract for the Purchase of the Property Known and Designated as Block 60, Lot 16, Commonly Known as 230 Mercer Street, Hightstown New Jersey, For the Location of a New Municipal Building and Associated Municipal Facilities**

Council President Stults moved Resolution 2018-40; Councilmember Montferrat seconded.

Discussion ensued.

Councilmember Musing thanked everyone for coming and appreciated their comments. He is in favor of this purchase. The Borough employees have been great working in temporary offices and it has been too long. He would like to see the Borough enter into more Shared Service Agreements.

Councilmember Hansen stated that she has been involved with Council since 2013 and the due diligence that Council goes through is incredible. We have walked away from several other buildings because they were not good for Hightstown. This building is good for the Borough.

Council President Stults thanked everyone for coming. A lot of work has been done over several years. This is a unique opportunity that the Borough must take.

Councilmember Misiura thanked everyone for coming. This is a long process and there is no perfect option. This is a good option. There is a lot of talk about the cost of the building. The real estate market is unpredictable, and Council is making the best decision they can for the Borough.

Councilmember Montferrat thanked everyone for coming. Is excited to be part of this team. A lot of homework went into this decision. Thanked the staff for all their work.

Councilmember Bluth thanked everyone for their comments. She supports this resolution going forward but is concerned about the costs. Still has questions regarding the insurance money, FEMA money and the Rug Mill purchase of 148 North Main Street. Hopefully she will feel more comfortable with the cost aspect when it comes time to pass the ordinance.

Mayor Quattrone thanked Council for their work. Stated that he is the luckiest Mayor to work with this great Council.

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

Resolution adopted 6-0.

Resolution 2018-40

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

**RESOLUTION AUTHORIZING THE BOROUGH TO ENTER INTO A CONTRACT  
FOR THE PURCHASE OF THE PROPERTY KNOWN AND DESIGNATED AS  
BLOCK 60, LOT 16, COMMONLY KNOWN AS 230 MERCER STREET,  
HIGHTSTOWN, NEW JERSEY, FOR THE LOCATION OF A NEW MUNICIPAL  
BUILDING AND ASSOCIATED MUNICIPAL FACILITIES.**

**WHEREAS**, the former municipal building for the Borough of Hightstown (the “Borough”), located at 148 North Main Street, and more commonly known and designated as Block 30, Lots 10, 11 and 12 on the Borough’s Official Tax Map, was severely damaged and rendered inoperable as a result of Hurricane Irene which struck in August of 2011; and

**WHEREAS**, since then, the Borough has relocated most of its administrative staff to the Borough's Public Works building located at 156 Bank Street, and has relocated its Police Department and associated operations to the property located at 415A Mercer Street pursuant to a Lease Agreement with the private owner(s) of said property; and

**WHEREAS**, the operations at both of the aforementioned sites have been undertaken on a temporary basis, while the Borough searches diligently for a more permanent solution concerning the location of municipal facilities; and

**WHEREAS**, following a lengthy and thoughtful search, the Mayor and Borough Council have determined that the property located at 230 Mercer Street, more commonly known and designated as Block 60, Lot 16 (the "Property"), which is currently under the record ownership of the YMCA of Western Monmouth County ("YMCA"), a non-profit corporation of the State of New Jersey, presents a suitable and viable location for the operation of municipal facilities on a more permanent basis; and

**WHEREAS**, the Borough and the YMCA have negotiated a proposed Contract for the sale of real estate, along with an Addendum thereto, which collectively contain all of the terms and conditions associated with the Borough's potential acquisition of the Property for the location of a new municipal building and associated municipal facilities; and

**WHEREAS**, a copy of the proposed Contract and Addendum (collectively, the "Contract Documents") are attached hereto and made a part hereof; and

**WHEREAS**, on February 5, 2018, the Mayor and Borough Council conducted a public presentation relating to the potential purchase of the Property, during which time members of the public were permitted the opportunity to hear the presentation and ask questions relating thereto; and

**WHEREAS**, following the due diligence activities performed by the Mayor and Council as set forth above, and following the public presentation of February 5, 2018, the Mayor and Borough Council have determined that it would be in the best interests of the Borough to move forward to acquire the Property for use as the site of a new municipal building and for associated municipal purposes, pursuant to the terms and conditions set forth in the attached Contract Documents.

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

1. That the Mayor is hereby authorized to execute, and the Borough Clerk to attest, the attached Contract and Addendum (the "Contract Documents") in order for the Borough to acquire the property located at 230 Mercer Street within the Borough (Block 60, Lot 16) for the location of a new municipal building and associated municipal facilities for the Borough;
2. That the Borough's acquisition of the Property is subject to and contingent upon the contingencies set forth in the Contract Documents;
3. That all Borough officials are hereby authorized to undertake all necessary activities in furtherance of the intentions of the within Resolution and the Contract Documents;
4. That a certified copy of this Resolution shall be provided to each of the following:
  - a. YMCA of Western Monmouth County;
  - b. Mark F. Saker, Esq.;
  - c. Debra L. Sopronyi, Borough Administrator/Borough Clerk;
  - d. George Lang, Borough CFO; and

e. Frederick C. Raffetto, Esq., Hightstown Borough Attorney.

#### **2018-41 Authorizing Payment of Bills**

Council President Stults moved Resolution 2018-41; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

#### **Resolution 2018-41**

*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 \$287,864.12 from the following accounts:

Current		\$116,325.02
W/S Operating		70,398.59
General Capital		73,264.40
Water/Sewer Capital		9,292.75
Grant		1,589.10
Trust		0.00
Housing Trust		0.00
Animal Control		525.00
Law Enforcement Trust		0.00
Housing Rehab Loans		0.00
Unemployment Trust		0.00
Escrow		<u>16,469.26</u>
Total		<u>\$287,864.12</u>

#### **2018-42 Appointing and Authorizing an Agreement for Professional Services – Backup Operator Advanced Waste Water Treatment Plant – Environmental Engineering Management Associates, Inc.**

Council President Stults moved Resolution 2018-42; Councilmember Hansen seconded.

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

Resolution adopted 6-0.

Resolution 2018-42

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

**APPOINTING AND AUTHORIZING AN AGREEMENT FOR PROFESSIONAL  
SERVICES – BACKUP OPERATOR ADVANCED WASTE WATER TREATMENT  
PLANT – ENVIRONMENTAL ENGINEERING MANAGEMENT ASSOCIATES, INC.**

**WHEREAS**, there exists the need for professional services for 2018 pertaining to on demand backup operator coverage for the Advanced Wastewater Treatment Plant; and

**WHEREAS**, Environmental Engineering Management Associates, Inc. has submitted a proposal to perform these services, dated August 2, 2017; and

**WHEREAS**, Resolution 2017-149 which was adopted by the Hightstown Borough Council on August 21, 2017 appointed Environmental Engineering Management Associates, Inc. to provide these services for 2017; and

**WHEREAS**, the Borough Council wishes to renew this contract with Environmental Engineering Management Associates, Inc. of Kulpville, Pennsylvania; and

**WHEREAS**, the cost for the proposed services shall not exceed \$15,000.00 without further approval by the Borough Council; and,

**WHEREAS**, funds are available for this expenditure will be made available in the 2018 budget; and,

**WHEREAS**, the Local Public Contracts Law authorizes the awarding of a contract for “professional services” without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

**WHEREAS**, the term of this contract is for the year 2018 and may only be renewed upon further action of the Borough Council; and

**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 Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Hightstown and Environmental Engineering Management Associates, Inc. regarding the above-referenced professional services, as set forth herein.
2. That this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because Environmental Engineering Management Associates, Inc.. is a firm whose operators are authorized by law to practice a recognized profession.

**2018-43 Resolution Authorizing the Borough to Exercise an Option to Renew the Lease Agreement Relating to the Borough’s Continued Use of a Portion of the Property Known and Designated at Block 61.01, Lots 43, 44 and 45, Commonly Known as 415A Mercer Street, Hightstown, New Jersey, for the Borough’s Police Department and Associated Operations.**

Council President Stults moved Resolution 2018-43; Councilmember Montferrat seconded.

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

Resolution adopted 6-0.

Resolution 2018-43

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

**RESOLUTION AUTHORIZING THE BOROUGH TO EXERCISE AN OPTION TO RENEW THE LEASE  
AGREEMENT RELATING TO THE BOROUGH'S CONTINUED USE OF A PORTION OF THE  
PROPERTY KNOWN AND DESIGNATED AS**

**BLOCK 61.01, LOTS 43, 44 AND 45, COMMONLY KNOWN AS**

**415A MERCER STREET, HIGHTSTOWN, NEW JERSEY,**

**FOR THE BOROUGH'S POLICE DEPARTMENT AND ASSOCIATED OPERATIONS.**

**WHEREAS**, the Hightstown Borough Governing Body previously adopted Ordinance No. 2014-02, which authorized the Borough of Hightstown (the "Borough") to enter into a Lease Agreement (the "Agreement") with Hights Realty, LLC, regarding the Borough's temporary use of a portion of the premises located at 415A Mercer Street in the Borough, commonly known and designated as Block 61.01, Lots 43, 44 and 45 on the Borough's Tax Map (hereinafter referenced as the "Property"), for the relocation of the Borough's Police Department and associated operations; and

**WHEREAS**, the Agreement was initially executed by the parties on February 1, 2014; and

**WHEREAS**, the parties have previously executed a 1<sup>st</sup> and 2<sup>nd</sup> Amendment, respectively, to the Agreement, both of which modified the renewal provisions relating thereto; and

**WHEREAS**, the term of the 2<sup>nd</sup> Amendment is currently scheduled to expire as of January 31, 2018; and

**WHEREAS**, the 2<sup>nd</sup> Amendment contained a provision at Paragraph 3 thereof which provided the Borough with the option to renew at the time of termination for one additional 1-year term commencing on February 1, 2018 and expiring on January 31, 2019, for the stipulated monthly rent of \$4,033.00; and

**WHEREAS**, a copy of the existing 2<sup>nd</sup> Amendment is attached hereto; and

**WHEREAS**, the Mayor and Borough Council wish to authorize the Borough to exercise said option in order to extend the term of the Agreement through January 31, 2019.

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

1. That the Borough is hereby authorized to exercise the aforementioned option to renew the Agreement relating to the Property for an additional 1-year term commencing on February 1, 2018 and expiring on January 31, 2019, at the previously agreed upon monthly rent of \$4,033.00 for said renewal term;



2. That the Mayor is hereby authorized to execute, and the Borough Clerk to attest, any documents which are necessary in order to memorialize the Borough's execution of said option;
3. That all Borough officials are hereby authorized to undertake all necessary activities in furtherance of the intentions of the within Resolution; and
4. That a certified copy of this Resolution shall be provided to each of the following:

- a. Hights Realty, LLC;
- b. Drew Edwards, Esq.;
- c. Police Chief Frank Gendron;
- d. George Lang, Borough CFO; and
- e. Frederick C. Raffetto, Esq., Hightstown Borough Attorney.

### **CONSENT AGENDA**

Councilmember Musing requested that Resolution 2018-50 be pulled from the Consent Agenda and voted on separately.

Councilmember Montferrat moved Resolutions 2018-37; 2018-44; 2018-45; 2018-46; 2018-47; 2018-48; 2018-49; 2018-51 as a Consent Agenda; Council President Stults seconded.

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

Resolution adopted 6-0.

Resolution 2018-37

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

**ESTABLISHING A "GREEN TEAM" ADVISORY COMMITTEE AS A WORKING  
SUBCOMMITTEE OF THE ENVIRONMENTAL COMMISSION OF THE BOROUGH OF  
HIGHTSTOWN**

**WHEREAS**, the Borough Council of the Borough of Hightstown strives to save tax dollars, assure clean air and water, improve working and living environments to build a community that is sustainable economically, environmentally and socially, and which would thrive well into the new century and beyond; and

**WHEREAS**, the Hightstown Borough Council wishes to build a model of government which benefits our residents now and far into the future with green community initiatives, which are easy to replicate and affordable to implement; and

**WHEREAS**, in an attempt to focus attention on "Green" issues, the Hightstown Borough Council wishes to establish a Green Team Advisory Committee (GTA); and

**WHEREAS**, the Hightstown Borough Council wants to focus on "Green" issues by developing initiatives and projects which may engage a wide range of community stakeholders and enhance the goals of sustainability; and

**WHEREAS**, the Hightstown Borough Council seeks to make its operations greener and more environmentally friendly, by commissioning the GTA to address effective ways to reduce energy consumption and to raise awareness of, and attentiveness to, environmental issues, with regard to Borough departments, facilities, and equipment, and in all ways touching on and impacting the lives of Hightstown residents, and our world community; and

**WHEREAS**, solar power, changes to fleet purchasing and maintenance, water quality improvements, and operational changes will all be considered as the Borough moves to do its share to lessen the environmental impact of its operations;

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Hightstown, that we do hereby establish a Green Team Advisory Committee (GTA), as a working subcommittee of the Hightstown Environmental Commission, whose membership shall be made up of people who shall reside and/or work in the Borough of Hightstown; and

**BE IT FURTHER RESOLVED**, by the Borough Council of the Borough of Hightstown, that the following individuals are hereby appointed to the Green Team Advisory Committee: Gary Grubb (Hightstown Environmental Commission and Hightstown Parks and Recreation Commission); Barbara Jones (Hightstown Environmental Commission); Yan Trozier (Hightstown Environmental Commission); David Zaiser (Hightstown Environmental Commission and Shade Tree Officer); Connor Montferrat (Borough Council); Joshua Jackson (Planning Board); Ken Lewis (Public Works and Recycling Coordinator); Debra Sopronyi (Borough Administrator); Allen Keith LePrevost (Hightstown Housing Authority and Environmental Commission); Todd Frantz (Hightstown Environmental Commission); Donna LePrevost (Hightstown Environmental Commission).

Resolution 2018-44

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

**RELEASE OF MAINTENANCE GUARANTEE AND ESCROW – SEYMOUR INVESTMENTS,  
LLC (OLD HIGHTS OVERLOOK - BLOCK 13/LOT 24.01)**

**WHEREAS**, in May of 2015, Seymour Investments, LLC posted a maintenance guarantee with the Borough of Hightstown in the amount of \$10,683.40 in the form of check #9172 for the project known as Old Hights Overlook and listed as Block 13/Lot 24.01 in the Borough's tax records; and

**WHEREAS**, \$400.00 of said maintenance guarantee was transferred to escrow to cover necessary inspections leaving a balance of \$10,283.40 for the maintenance guarantee; and

**WHEREAS**, Seymour Investments, LLC has requested the release of said maintenance guarantee in the amount of \$10,283.40; and

**WHEREAS**, in October of 2017, the Borough Engineer inspected the project and determined that all improvements remain in satisfactory condition with the exception of eleven (11) trees shown on the approved Landscaping Plan, which had been removed and not replaced and therefore recommended that the Maintenance Guarantee in the amount of \$10,283.40 be retained by the Borough until all improvements for the project were found to be satisfactory; and

**WHEREAS**, a recent re-inspection of the site indicated that the eleven (11) missing trees have been satisfactorily planted and staked and are in good condition; and

**WHEREAS**, the Borough Engineer has recommended the release of the maintenance bond and remaining escrow funds after payment of all outstanding fees and accounts.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the CFO is authorized and directed to release the maintenance bond to Seymour Investments, LLC.

**BE IT FURTHER RESOLVED** that the CFO is authorized and directed to release all amounts remaining in the escrow account for Block 13, Lot 24.01 after payment of all outstanding fees and accounts.

1. A certified copy of this Resolution shall be provided to the following:
  - a. Seymour Investments, LLC
  - b. George Lang, Chief Financial Officer
  - c. Sandy S. Belan, Planning Board Secretary
  - d. Carmela Roberts, Borough Engineer
  - f. Jolanta Maziarz, Planning Board Attorney

Resolution 2018-45

*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 \$2,044.00 for construction administration and inspection services from December 1, 2017 – December 31, 2017; 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 \$2,044.00 to Van Cleef Engineering of Hamilton, New Jersey is hereby approved as detailed herein.

Resolution 2018-46

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

**AUTHORIZING RELEASE OF ESCROW FUNDS – NATIONAL POOLS & SPAS  
(BLOCK 51; LOT 8)**

**WHEREAS**, National Pools and Spas deposited escrow funds in the amount of \$400.00 for Planning Board Application 2012-05 for a project at Block 51, Lot 8; and

**WHEREAS**, the Variance Application was dismissed without prejudice per a letter from the Planning Board dated July 9, 2013; and

**WHEREAS**, National Pools and Spas has requested that the escrow funds on deposit with the Borough for Planning Board Application 2012-05; Block 51, Lot 8 be released; and

**WHEREAS**, National Pools and Spas deposited escrow funds in the amount of \$800.00 for Planning Board Application 2014-11 for a project at Block 51, Lot 8; and

**WHEREAS**, National Pools and Spas has requested that the escrow funds on deposit with the Borough for Planning Board Application 2014-11; Block 51, Lot 8 be released

**WHEREAS**, both projects have been complete for quite some time and it is recommended that the Borough release the remaining escrow funds after all outstanding invoices for this application are satisfied.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the CFO is authorized and directed to release the escrow funds on deposit with the Borough to National Pools and Spas after all outstanding invoices for this application are satisfied.

A certified copy of this Resolution shall be provided to the following:

- a. National Pools and Spas
- b. George Lang, CFO
- c. Sandy Belan, Planning Board Secretary

Resolution 2018-47

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

**AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH  
NEW JERSEY DEPARTMENT OF TRANSPORTATION (NJDOT), TO BRING INTO  
ADA COMPLIANCE THE EMERGENCY REPAIRS TO ROUTE 33 BRIDGE OVER  
ROCKY BROOK, HIGHTSTOWN BOROUGH, MERCER COUNTY**

**WHEREAS**, The NJDOT has forwarded to Hightstown Borough, the ADA Central Contract 2 involving various Municipalities in Burlington, Mercer, Middlesex and Monmouth Counties; and

**WHEREAS**, the purpose of the project is to bring into ADA compliance the emergency repairs to the Route 33 Bridge over Rocky Brook; and

**WHEREAS**, NJDOT is requesting Hightstown Borough to execute and attest to three (3) copies of said agreement.

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

1. That the Mayor is hereby authorized to execute and the Municipal Clerk to attest the attached Agreement on behalf of the Borough.
2. That all relevant officials are authorized to undertake any actions necessary to effectuate and implement the said Agreement.

Resolution 2018-48

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER*

*STATE OF NEW JERSEY*

**AUTHORIZING THE BOROUGH ENGINEER TO REQUEST AN EXTENSION FOR  
IMPROVEMENTS TO FIRST AVENUE**

**WHEREAS**, the Borough was awarded funding for Improvements to First Avenue through the NJDOT Municipal Aid Program (FY2016) on March 24, 2016; and

**WHEREAS**, According to the NJDOT State Aid Handbook, a municipality must award a contract within 24-months of the date of the grant notification; and

**WHEREAS**, the Borough Engineer has recommended a 6-month extension for award of the roadway improvements contract be requested from the NJDOT.

**NOW THEREFORE BE IT RESOLVED** the Borough Engineer is hereby authorized to file a request for extension with the New Jersey Department of Transportation for a 6-month extension for award of the roadway improvements contract for First Avenue.

Resolution 2018-49

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

**RESOLUTION OF SUPPORT AUTHORIZING THE  
SUSTAINABLE JERSEY GRANT APPLICATION**

**WHEREAS**, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

**WHEREAS**, Hightstown Borough strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

**WHEREAS**, Hightstown Borough is participating in the Sustainable Jersey Program; and

**WHEREAS**, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants Program;

**THEREFORE**, the Borough Council of Hightstown has determined that Hightstown Borough should apply for the aforementioned Grant.

**THEREFORE, BE IT RESOLVED**, that Borough Council of the Borough of Hightstown, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey Grant.

Resolution 2018-51

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

**AMENDING RESOLUTION 2017-219 WHICH AUTHORIZED AN AGREEMENT  
FOR INSPECTION AND CONTRACT ADMINISTRATION SERVICES ASSOCIATED**

**WITH THE PEDDIE LAKE DAM PEDESTRIAN BRIDGE PROJECT  
(FEDERAL PROJECT #TAP-C00S(917); NJDOT JOB CODE #6504305)**

**WHEREAS**, Hightstown Borough is reconstructing the Peddie Lake Dam Pedestrian Bridge; and

**WHEREAS**, Hightstown Borough advertised for proposals for Inspection and Contract Administration Services through the appropriate fair and open process and three (3) proposals were received on December 1, 2017; and

**WHEREAS**, Responses to the requests for proposals were rated based on the following criteria: Qualifications/Experience of Firm in Similar Work, Qualifications/Experience/Ability of Key Personnel, Understanding of Scope of Work and Project Needs, Technical Approach, Experience of Firm with NJDOT and FHWA Procedures, and Presentation of Proposal by the evaluation team; and

**WHEREAS**, Resolution 2017-219 appointed Remington & Vernick Engineers of Haddonfield, New Jersey to provide engineering inspection and contract administration services for the project with a cost not to exceed \$184,921.28 without further authorization of the Governing Body; and

**WHEREAS**, the Borough Administrator has negotiated the cost for said services to a reduced contract amount which shall not exceed \$121,214.40 without further authorization of the Governing Body; and

**WHEREAS**, it is necessary to amend the contract amount in Resolution 2017-219 to not exceed \$121,214.40 without further authorization of the Governing Body; and

**WHEREAS**, this project is being funded by a Transportation Alternative grant from the New Jersey Department of Transportation and the award of this contract is conditional upon approval by the New Jersey Department of Transportation.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the contract amount in Resolution 2017-219 is hereby amended to not exceed \$121,214.40 without further authorization of the Governing Body; and

**BE IT FURTHER ESOLVED** that the Mayor and Borough Clerk are hereby authorized to execute an agreement with Remington & Vernick Engineers of Haddonfield, New Jersey to provide engineering inspection and contract administration services for the Peddie Lake Dam Pedestrian Bridge project in

**Resolution 2018-50 Authorizing Emergency Temporary Appropriations Prior to the Adoption of the 2018 Budget**

Councilmember Musing moved Resolution 2018-50; Council President Stults seconded.

Councilmember Musing asked CFO, George Lang, to explain what the appropriation is to cover. Mr. Lang explained that the down payment for the YMCA is \$35,000 he rounded this number up to \$40,000. The \$150,000 litigation amount was a previously settled amount from 2017 that was deferred to be paid in 2018.

Resolution 2018-50

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

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS  
PRIOR TO ADOPTION OF THE 2018 BUDGET**

**WHEREAS**, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2018 temporary budget; and

**WHEREAS**, N.J.S.A. 40A:4-20 provides for the creation of emergency appropriations for the purposes above mentioned; and

**WHEREAS**, it is the desire of the Mayor and Council to create emergency temporary appropriations as set forth on Schedule “A,” attached; and

**WHEREAS**, the total emergency temporary appropriations in resolutions adopted in the year 2018 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<b><i>THIS RESOLUTION</i></b>	<b><i>PREVIOUS TOTAL</i></b>	<b><i>CUMULATIVE TOTAL</i></b>
Current	190,000.00	0.00	<b>190,000.00</b>
Capital Outlay – Current	0.00	0.00	<b>0.00</b>
Debt Service - Current	0.00	0.00	<b>0.00</b>
Water/Sewer	0.00	0.00	<b>0.00</b>
Capital Outlay – W/S	0.00	0.00	<b>0.00</b>
Debt Service - W/S	0.00	0.00	<b>0.00</b>
<b>TOTAL</b>	<b>190,000.00</b>	<b>0.00</b>	<b>190,000.00</b>

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Hightstown (not less than two-thirds of all the members of thereof affirmatively concurring) that, in accordance with N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation is hereby made for each item listed on the schedules that are attached hereto and made a part hereof;
2. Each emergency appropriation listed will be provided for in the 2018 budget under the same title as written herein;
3. One certified copy of this resolution will be filed with the Director of Local Government Services, and a copy provided to the Chief Finance Officer.

## **PUBLIC COMMENT PERIOD II**

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

**Jeff Bond, 210 South Main Street** – Thanked Council for a magnificent job on the presentation. Don’t second guess your decision.

**Doug Mair, 536 South Main Street** – Thinks that the purchase is a great idea but is concerned about paying over the appraised value. Stated that he is 100% behind this idea but is afraid of outsourcing. Keep the Police and Court in town. Thanked Council again for their transparency for a better Hightstown.

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

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

### **Councilmember Bluth**

Parks and Rec will be meeting Thursday at 7:00 p.m. this is their annual planning session. Cultural Arts Commission will meet next Wednesday. The 3<sup>rd</sup> Annual Empty Bowls Event will take place March 24<sup>th</sup> at the Peddie Cafeteria.

#### **Councilmember Montferrat**

The Environmental Commission has a new Chair. They will now be meeting at the Housing Authority and will be working on Sustainable Jersey for the Silver Award Status. The Board of Health will be meeting next week.

#### **Councilmember Misiura**

Planning Board will be meeting next week. This will be their first meeting of the year. Thanked Council President Stults and Borough Administrator/Clerk Sopronyi for their work on the presentation. This is only the first step.

#### **Councilmember Musing**

The HPC had their reorg meeting and elected Jean Ruggiero-Mair as their Chair. They are looking forward to the upcoming year. Thanked everyone for coming tonight.

#### **Councilmember Hansen**

Thanked Councilmember Misiura, Council President Stults and Borough Administrator/Clerk Sopronyi for their work on tonight's presentation.

#### **Council President Stults**

Thanked everyone for coming out tonight. This is going to be a great project but there is a lot of work ahead of us. Downtown Hightstown Businesses will be meeting at Byrne's Deli this Wednesday. There was an incident at Hightstown High School today where the building was evacuated. All students, faculty and staff were safe. The Police Department is investigating the incident. Had to miss the Housing Authority meeting in January; looking forward to February's meeting.

#### **Mayor Quattrone**

Thanked Council for their diligence and homework during this long process. Happy to be moving forward. Thanked the newspapers for coming to the meeting tonight.

#### **ADJOURNMENT**

Council President Stults moved to adjourn the meeting at 9:33 p.m.; Councilmember Misiura seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio  
Deputy Borough Clerk