

Meeting Minutes
Hightstown Borough Council
November 19, 2018
6:30 p.m. Executive Session
7:30 – Public Session

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> | ARRIVED 6:45 | |
| <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

Resolution 2018-206 Authorizing a Meeting that Excludes the Public

Moved by Council President Stults; Seconded by Councilmember Musing.

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

Resolution adopted 4-0.

Resolution 2018-206

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 19, 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)
Personnel

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 19, 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 7:35 p.m. and again read the Open Public Meetings Statement.

The Flag Salute followed roll call.

APPROVAL OF AGENDA

Moved by Council President Stults; Seconded by Councilmember Montferrat.

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

Agenda approved 5-0.

APPROVAL OF MINUTES

November 5, 2018 – Executive Session

Moved by Councilmember Montferrat; Seconded by Council President Stults.

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

November 5, 2018 – Public Session

Moved by Councilmember Montferrat; Seconded by Council President Stults.

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

RECOGNITION

Cultural Arts Commission – Sustainable Jersey Creativity and Innovation Award

Mayor Quattrone and Councilmember Bluth recognized Hightstown Borough's Cultural Arts Commission on Hightstown receiving Sustainable Jersey's award for Creativity and Innovation for 2018. Mayor Quattrone congratulated the commission and stated how proud he was of Hightstown. All of Council congratulated the Cultural Arts Commission and stated how important the arts are in improving communities. Chair, Ann Marie

Miller, thanked past and current members of the commission and stated that she is looking forward to doing more work here in Hightstown.

PUBLIC COMMENT I

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

Scott Caster, 12 Clover Lane – Congratulated Mayor Quattrone and Councilmembers Bluth and Musing on the election. Congratulated Cultural Arts on their award. Regarding the Court and Police negotiations, wished that the public knew more about the project.

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

RESOLUTIONS

Resolution 2018-207 Payment of Bills

Moved by Council President Stults; Seconded by Councilmember Montferrat.

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

Resolution 2018-207

*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 \$102,288.97 from the following accounts:

| | | |
|-----------------------|--|---------------------|
| Current | | \$47,632.83 |
| W/S Operating | | 35,840.64 |
| General Capital | | 13,626.50 |
| Water/Sewer Capital | | 5,189.00 |
| Grant | | 0.00 |
| Trust | | 0.00 |
| Housing Trust | | 0.00 |
| Animal Control | | 0.00 |
| Law Enforcement Trust | | 0.00 |
| Housing Rehab Loans | | 0.00 |
| Unemployment Trust | | 0.00 |
| Escrow | | <u>0.00</u> |
| | | |
| Total | | <u>\$102,288.97</u> |

Resolution 2018-208 Authorizing Change Order #1 – Rapid Pump & Meter Service (Secondary Clarifier Improvements)

Moved by Councilmember Bluth; Seconded by Councilmember Musing

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

Resolution 2018-208

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

**AUTHORIZING CHANGE ORDER #1 – RAPID PUMP & METER SERVICE
(SECONDARY CLARIFIER IMPROVEMENTS)**

WHEREAS, on December 18, 2017, the Borough Council awarded a contract for the Secondary Clarifier Improvements for the Advanced Waste Water Treatment Plant in Hightstown Borough to Rapid Pump & Meter Service Co., Inc. of Paterson, New Jersey at the price of \$142,430.00; and

WHEREAS, the contractor has submitted change order #1 which allows for the unexpected conditions within the tank and installation of a new conduit to replace electrical wiring, in the amount of \$25,020.07 which increases the original contract by 17.57% to \$167,450.07; and

WHEREAS, the Borough Engineer has recommended approval of Change order #1; 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 that change order #1 in the amount of \$25,020.07 to Rapid Pump & Meter Service Co., Inc. of Paterson, New Jersey is hereby approved as detailed herein.

2018-209 Authorizing Payment on Behalf of Participants in the Borough of Hightstown Length of Service Award Program (LOSAP)

Moved by Council President Stults; Seconded by Councilmember Bluth.

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

Resolution 2018-209

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

**AUTHORIZING PAYMENT ON BEHALF OF PARTICIPANTS IN THE BOROUGH
OF HIGHTSTOWN LENGTH OF SERVICE AWARD PROGRAM (LOSAP)**

WHEREAS, the Borough of Hightstown instituted a Length of Service Award Program (LOSAP) with the adoption of Ordinance 1999-20 on August 2, 1999 and its subsequent approval by referendum at the November 1999 general election; and

WHEREAS, said LOSAP became effective January 1, 2000; and

WHEREAS, in accordance with *N.J.S.A.* 40A:14-191, the Hightstown First Aid Squad and Hightstown Engine Co. No. 1 have submitted certified listings of all volunteer members who qualified for credit under the LOSAP program for the year 2016; and

WHEREAS, certain volunteers are also eligible to redeem amounts “banked” during prior years of qualified service; and

WHEREAS, the listing of all employees who qualified for credit under the LOSAP program during 2017 and/or are eligible to redeem amounts banked during prior years of qualified service is attached hereto as Schedule “A”; and

WHEREAS, *N.J.A.C.* 5:30-14.10 requires that these listings be approved by Resolution of the governing body;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Hightstown that the certified listings set forth on the attached Schedule A of volunteer members of the Hightstown First Aid Squad and Hightstown Engine Co. No. 1 who qualified for credit under the LOSAP program for the year 2017 are hereby approved, and the Borough Administrator is directed to take all steps necessary to provide payment on their behalf to Lincoln Financial Group in accordance with the provisions and requirements of *N.J.S.A.* 40A:14-191 and *N.J.A.C.* 5:30-14.1 *et seq*; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided to the Hightstown First Aid Squad and Hightstown Engine Co. No. 1; and

BE IT FURTHER RESOLVED that, in accordance with *N.J.S.A.* 40A:14-192, copies of the approved listings shall be posted for a period of not less than 30 days in the Borough Clerk’s office, at the Hightstown Firehouse and at the Hightstown First Aid Squad building.

PUBLIC COMMENT PERIOD II

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

Pat O'Brien, 100 Harron Avenue – Spoke regarding improvements to Dutch Neck Road. Concerned about where the sidewalks would be placed. They will take away driveway space and homeowners will be charged with removal of snow. Suggested that the engineer come out to look at the street. Would like homeowners to have input into this project.

Adam Welch, 2 Taylor Avenue – Stated that he is proud to serve the Borough. Reminded Council to look at 1% of redevelopment for the arts. Commented that the 300th Anniversary of the Borough is in 3 years. Hopes that a committee is in the works for a celebration.

Scott Caster, 12 Clover Lane – Stated that some people remember the last celebration.

Tory Watkins, 68 Meadow Drive – Stated that he saw 3 bicycles on the sidewalks downtown today.

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

SUBCOMMITTEE REPORTS

Streets & Sidewalks

Councilmember Misiura stated that the grant application for Dutch Neck Road has only been submitted. The scope of work can be amended once the grant is awarded. He thanked Ms. O'Brien for coming to the meeting and voicing her concerns. TMA will be conducting the Walkability Study November 29th.

MAYOR/COUNCIL/ADMINISTRATIVE REPORTS

Councilmember Musing

Stated that the Chair for the HPC resigned. Thanked Ms. O'Brien for coming this evening. Congratulated the Cultural Arts Commission and stated that he is very impressed with their work. He realizes that bicycles are still an issue downtown and we still need to amend the ordinance next year.

Councilmember Bluth

Congratulated Cultural Arts again and stated that their next meeting is this Wednesday.

Councilmember Montferrat

Board of Health had a good meeting. The Board is excited about the PACE Car Program. Environmental Commission meets next week.

Councilmember Misiura

Planning Board met last week. Spoke regarding the sign ordinance in regard to the CAC Murals. Meadow Lakes is looking to build approximately 40 new units in the Hightstown portion of the facility. Stated that we need to make the tax abatement program more well known to residents.

Council President Stults

Trees on Wycoffs Mill Road were interfering with power lines. Reached out to JCP&L about the problem and trees have been removed. Wycoffs Mill Road warehouse does have a sign now that states no truck traffic into Hightstown. Received a complaint regarding a bus stopping on Main Street and Stockton Street dropping off passengers and causing traffic delays. He will reach out to the Police Department to have this monitored. The Housing Authority will be hosting a tree lighting on December 3rd at 5:00.

Debra Sopronyi, Borough Administrator/Clerk

Gave a recap of Public Works efforts for the snow removal of November 15th.

Peggy Riggio, Deputy Borough Clerk

Comments were received from the Planning Board were received regarding the sign ordinance. Final Reading and Public Hearing for the ordinance is scheduled for December 3rd. The Health Department is sponsoring a Free Rabies Clinic on December 6th from 5:00 – 6:30 at the First Aid Squad. Renewals will be going out in the mail for Dog Licenses, Taxi Licenses and Food Licenses.

Fred Raffetto, Borough Attorney

Received payment in full from Champion Septic. This was one of the delinquent gray water accounts.

Mayor Quattrone

Congratulated Councilmembers Bluth and Musing on the election. Stated that he is very proud of the Cultural Arts Commission. Thanked Ms. O'Brien for coming and voicing her concerns regarding Dutch Neck Road. Wished everyone a Happy Thanksgiving and reminded everyone that the Borough Offices will be closed Thursday and Friday.

ADJOURNMENT

Councilmember Montferrat moved to adjourn at 8:25; Council President Stults seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio
Deputy Borough Clerk