

**Meeting Minutes**  
**Hightstown Borough Council**  
**January 19, 2021**  
**6:30 p.m.**

The meeting was called to order by Council President Bluth at 6:34 p.m. and she 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 on the Borough website.” Do to COVID-19 and self-distancing protocols, this meeting was held remotely through [www.zoom.com](http://www.zoom.com).

The flag salute followed Roll Call.

	<b>PRESENT</b>	<b>ABSENT</b>
<i>Councilmember Bluth</i>	✓	
<i>Councilmember Cicalese</i>	✓	
<i>Councilmember Fowler</i>	✓	
<i>Councilmember Jackson</i>	✓	
<i>Councilmember Misiura</i>	✓	
<i>Councilmember Musing</i>	✓	
<i>Mayor Quattrone</i>		✓

Also in attendance: Margaret (Peggy) Riggio, Deputy Borough Clerk; Debra Sopronyi Borough Clerk/Administrator; George Lang, CFO and Fred Raffetto, Borough Attorney.

The Flag Salute followed roll call.

**APPROVAL OF AGENDA**

Moved by Councilmember Musing; Seconded by Councilmember Fowler.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Jackson, Misiura and Musing voted yes.

Agenda approved 6-0.

**APPROVAL OF MINUTES**

**December 7, 2020 – Public Session**

Moved by Councilmember Misiura; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Jackson, Misiura and Musing voted yes.

Minutes approved 6-0.

**December 7, 2020 – Executive Session**

Moved by Councilmember Cicalese; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Jackson, Misiura and Musing voted yes.

Minutes approved 6-0.

**December 21, 2020 – Executive Session**

Moved by Councilmember Cicalese; Seconded by Councilmember Fowler.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Jackson, Misiura and Musing voted yes.

Minutes approved 6-0.

**December 21, 2020 – Public Session**

Moved by Councilmember Misiura; Seconded by Councilmember Cicalese.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Jackson, Misiura and Musing voted yes.

Minutes approved 6-0.

**PUBLIC COMMENT**

Council President Bluth opened the public comment period and the following individuals spoke:

There being no one coming forward, Council President Bluth closed the public comment period.

**RESOLUTIONS**

**Resolution 2021-029 Authorizing Payment of Bills**

Moved by Councilmember Musing; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Jackson and Musing voted yes. Councilmember Misiura abstained.

Resolution adopted 5-0 with 1 abstention.

Resolution 2021-029

*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 \$398,306.47 from the following accounts:

**Resolution 2021-030  
Authorizing a Shared  
Services Agreement  
with Robbinsville  
Township for  
Automotive Repair  
Services**

M o v e d            b y  
Councilmember Musing;  
S e c o n d e d    b y  
Councilmember Fowler.

R o l l   C a l l   V o t e :  
Councilmembers Bluth,  
Cicalese, Fowler,  
Jackson, Misiura and Musing voted yes.

Current		\$158,982.94
W/S Operating		75,945.64
General Capital		95,243.13
Water/Sewer Capital		14,025.57
Grant		1,674.00
Trust		1,914.04
Housing Trust		0.00
Animal Control		4.20
Law Enforcement Trust		0.00
Tax Lien Trust		46,878.45
Public Defender Trust		0.00
Escrow		<u>3,638.50</u>
Total		<u>\$398,306.47</u>

Resolution adopted 6-0.

Resolution 2021-030  
*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

**AUTHORIZING A SHARED SERVICES AGREEMENT WITH ROBBINSVILLE TOWNSHIP  
FOR AUTOMOTIVE REPAIR SERVICES**

**WHEREAS**, with the adoption of Resolution 2008-35 on January 7, 2008, the Borough Council approved an Interlocal Service Agreement with Robbinsville Township for the provision of Automotive Repair Services, which has been renewed with the last renewal ending December 31, 2020; and

**WHEREAS**, the parties desire to enter into a successor Shared Services Agreement to continue the provision of these services to the Borough by Robbinsville for a one-year period, January 1, 2021 through December 31, 2021; 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**, funds for this expenditure will be made available in the 2021 budget; 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 Borough Administrator is hereby authorized to execute and the Deputy Borough Clerk to attest the Shared Services Agreement on behalf of Hightstown.
2. That, in accordance with the aforementioned agreement, Hightstown hereby designates Frank Gendron, Police Chief, or his appointee, to schedule and be responsible for all repairs to police vehicles and Ken Lewis, Superintendent of Public Works, to schedule and be responsible for all repairs to all other Borough-owned vehicles.
3. That, in accordance with the aforementioned agreement, no repair in excess of \$350 shall be made by Robbinsville unless specifically authorized by the designated Hightstown Borough Representative.
4. That the continuation of this agreement is contingent upon the availability of adequate funding in the Borough's 2021 budget.

**Resolution 2021-031 Authorizing a Renewed Shared Services Agreement with Mercer County for EMS Dispatch Services**

Moved by Councilmember Fowler; Seconded by Councilmember Jackson.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Jackson, Misiura and Musing voted yes.

Resolution adopted 6-0.

Resolution 2021-031

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

**AUTHORIZING A RENEWED SHARED SERVICES AGREEMENT WITH MERCER COUNTY FOR EMS DISPATCH SERVICES**

**WHEREAS**, with the adoption of Resolution 2014-126 on June 2, 2014, the Borough Council approved a Shared Services Agreement with Mercer County for Emergency Medical Dispatch Services for the period of July 1, 2014 to December 31, 2016; and

**WHEREAS**, Hightstown Borough has entered into successor agreements annually since the inception of the original agreement; and

**WHEREAS**, the parties desire to enter into a successor agreement to continue the provision of Emergency Medical Dispatch Services to the Borough by Mercer County for a one-year period, January 1, 2021 through December 31, 2021; 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 have reviewed the proposed Shared Services Agreement for Emergency Medical Dispatch Services for the period January 1, 2021 through December 31, 2021; and

**WHEREAS**, the Borough's net share of costs for these services, by the terms of this agreement, for the period January 1, 2021 through December 31, 2021 will be Four Thousand Seven Hundred Dollars (\$4,700.00) for this 12-month period; and

**WHEREAS**, additional terms of said Services shall be established in a shared services agreement signed by Mercer

County and Hightstown Borough; and

**WHEREAS**, it is the intention of the Mayor and Council to provide adequate funding for this expenditure in the 2021 budget.

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

1. The Borough Administrator and Deputy Municipal Clerk are hereby authorized to execute a shared services agreement for EMS Dispatch Services as stated herein.
2. This agreement is approved subject to the provision of adequate funds in the Borough's 2021 budget.

**CONSENT AGENDA**

Councilmember Cicalese moved Resolutions 2021-032 and 2021-033 as a Consent Agenda; Councilmember Fowler seconded.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Jackson, Misiura and Musing voted yes.

Resolutions adopted 6-0.

Resolution 2021-032

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

**AUTHORIZING RELEASE OF ESCROW FUNDS EAST WINSOR HI-TECH ASSOCIATES, LLC (BLOCK 48; LOT 25)**

**WHEREAS**, in 2006, East Windsor Hi-Tech Associates, LLC deposited escrow funds to construct flex warehouse space at Block 48, Lot 25; and

**WHEREAS**, East Windsor Hi-Tech Associates, LLC have requested that the escrow funds on deposit with the Borough for Block 48, Lot 25 be released; and

**WHEREAS**, because of the downturn in the economy, the warehouse was never built, and all approvals have lapsed; and

**WHEREAS**, The Borough has determined that there are no outstanding invoices for this project.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Hightstown that the Finance Office is authorized and directed to release the all escrow funds on deposit with the Borough for the project at Block 48; Lot 25 to East Windsor Hi-Tech Associates, LLC, 451 Saddle Back Trail, Franklin Lakes, NJ 07417.

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

- a. East Windsor Hi-Tech Associates, LLC
- b. Mickie O'Connor, Hightstown Borough Finance
- c. Sandy Belan, Planning Board Secretary

Resolution 2021-033

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

**AUTHORIZATION TO EXECUTE NJDEP, DIVISION OF WATER QUALITY  
STATEMENT OF CONSENT FOR IMPROVEMENTS TO SPRINGCREST DRIVE,  
TAYLOR AVENUE, SPRUCE COURT, GLEN DRIVE AND SCHUYLER AVENUE**

**WHEREAS**, Hightstown Borough has received a grant from NJDOT for Improvements to Springcrest Drive, Taylor Avenue, Spruce Court, Glen Drive and Schuyler Avenue; and

**WHEREAS**, as part of the project, it is required that a Statement of Consent (form WGM-003) issued by the NJDEP, be signed by an authorized representative of Borough.

**NOW THEREFORE BE IT RESOLVED** that the Borough Administrator is hereby authorized to sign the Statements of Consent (Form WGM-003) on behalf of the Borough of Hightstown as require by NJDEP.

**SUBCOMMITTEE REPORTS**

**Councilmember Bluth**

Updated Council on the Ordinance Review Subcommittee. They are currently reviewing Court fines. They met for the first-time last week to review the current ordinance and fees. They will be meeting again next week.

**MAYOR/COUNCIL/ADMINISTRATIVE REPORTS**

**Councilmember Fowler**

Downtown Hightstown - The QR code signs have been installed downtown. The businesses are preparing for *Fall in Love with Hightstown* February 12th - February 15th. This will be a Hop n Shop where there will be specials all weekend at participating stores and restaurants. One Yoga will be renewing wedding vows. Fundraising for flower baskets has begun. It is the hope that the baskets will be installed by May.

**Councilmember Jackson**

HPC will be meeting this Thursday.

**Councilmember Cicalese**

Board of Health – has not had their Reorg meeting yet. The Health Department has been dedicated to rolling out the vaccine.

Parks and Rec – met last week. They are beginning to move forward with the Dawes Park Project.

**Councilmember Misiura**

First Aid - meets tomorrow. He will be swearing in new members.

### **Councilmember Musing**

Police Department – Will be meeting with Chief Gendron on Monday to get up to speed with the Police Department.

He is happy that Councilmember Jackson is the new liaison to HPC. They are a great group to work with.

### **Council President Bluth**

Cultural Arts Commission – has received a letter from letter from Mercer County Cultural and Heritage Commission informing them that they have received a Grant for \$4,000. *Hightstown's Got Talent* will be held virtual virtually. There will be further information on the website.

Fire Department – swore in new officers. She was extremely impressed how their meeting has done. She was honored to swear them in.

COVID Update – Had a meeting with Mercer County Mayor's and Mercer County Executive regarding the Covid vaccine. There will be facilities in Mercer County offering the vaccine. The CURE Auto Arena and Mercer County College will have sites open soon. There is a link on our website to sign up with the State for the vaccine. The State will be setting up a call center number for anyone who does not have online access can call.

### **EXECUTIVE SESSION**

#### **Resolution 2021-034 Authorizing a Meeting that Excludes the Public**

Moved by Councilmember Cicalese; Seconded by Councilmember Fowler.

Roll Call Vote: Councilmembers Bluth, Cicalese, Fowler, Jackson, Misiura and Musing voted yes.

Resolution adopted 6-0.

Resolution 2021-034

*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 January 19, 2021, via [www.zoom.com](http://www.zoom.com), 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 – PRC Group – City Line at Hightstown

Attorney Client Privilege

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 April 19, 2021, 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.

Councilmember Jackson moved to adjourn to Executive Session at 7:06 p.m.; Councilmember Misiura seconded. All ayes.

Council reconvened into the Public Session at 8:35 p.m.

**ADJOURNMENT**

Councilmember Cicalese moved to adjourn at 8:36 p.m.; Councilmember Misiura seconded. All ayes.

Respectfully Submitted,

Margaret M. Riggio  
Deputy Borough Clerk