

**Meeting Minutes**  
**Hightstown Borough Council**  
**April 18, 2022**  
**6:30 p.m.**

The meeting was called to order by Mayor Quattrone at 6:30 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 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 Susan Bluth</i>	✓	
<i>Councilmember Joseph Cicalese</i>	✓	
<i>Councilmember Cristina Fowler</i>	✓	
<i>Councilmember Joshua Jackson</i>	✓	
<i>Councilmember Steven Misiura</i>	✓	
<i>Councilmember Frederick Montferrat</i>	✓	
<i>Mayor Quattrone</i>	✓	

Also in attendance: Margaret (Peggy) Riggio, Borough Clerk; Dimitri Musing, Borough Administrator; Fred Raffetto, Borough Attorney; George Lang, CFO; Carmela Roberts, Borough Engineer;

The Flag Salute followed roll call.

**APPROVAL OF AGENDA**

Mayor Quattrone stated that he would like to amend the agenda to add Executive Session, Attorney Client Privilege. The Borough Clerk added that no action would be taken following Executive Session.

Councilmember Montferrat moved the agenda as amended; Seconded by Councilmember Bluth.

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

Agenda approved as amended 6-0.

**PRESENTATIONS**

**OEM Update – Rescinding Declaration of Emergency**

**Jim Sidelinger, OEM Coordinator** – Mr. Sidelinger stating that he and Mayor Quattrone will officially rescind the state of emergency, which was put into effect on March 17, 2020, in response to the rapid outbreak of COVID-19, starting tomorrow. Council thanked Mr. Sidelinger for all he has done for the Borough the past 2 years during the pandemic.

## **ENGINEERING ITEMS**

### **Improvements to Orchard Avenue, Meadow Drive, Clover Lane and South Main Street**

Borough Engineer, Carmela Roberts, reviewed her letter to Council dated March 14, 2022. Ms. Roberts explained that if we remove the sidewalks on Meadow and Clover, it would reduce the cost by \$170,000. Removing the sidewalk on South Main would reduce the cost by \$100,000 and removing the sidewalks on Orchard, Etra and Schuyler would reduce the cost by \$125,000. Discussion ensued. After discussion, Council's consensus was that the sidewalks on South Main Street are important and should be included in the project. Borough Administrator confirmed that Council would like to remove all sidewalks from the project except those on South Main Street. Borough Engineer, Carmela Roberts, was directed to move forward with the change in scope as discussed.

## **PUBLIC COMMENT**

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

**Gene Sarafin, 638 South Main Street** – Expressed his appreciation for the article in the *Star Ledger*, which featured some of Hightstown's restaurants. He also said he enjoys being able to participate in the meeting via Zoom and hopes going forward that meetings are held with a mix of Zoom and public meetings.

**Nancy Walker Laudenberger, 632 South Main Street** – Thanked the Mayor, Council and Administrator on behalf of RISE for the decision to allow RISE to use the municipal dumpsters in the Stockton Street parking lot.

**Sean McDonnell, 116 Orchard Avenue** – Thanked the Council for coming to a consensus on the sidewalks on Orchard Avenue and asked about the possibility of getting speed bumps in the neighborhood.

**Jeff Gearheart, 114 Orchard Avenue** – Thanked Council for coming to a consensus on sidewalks on Orchard Avenue and agreed with Mr. McDonnell on the need for a speed deterrent. He also expressed concern about the sewer lines in the area.

There being further comments, Mayor Quattrone closed the public comment period.

## **ORDINANCES**

### **Ordinance 2022-05 Public Hearing and Final Reading An Ordinance Amending Chapter 25, "Stormwater Control" of the Revised General Ordinances of the Borough of Hightstown**

Mayor Quattrone opened the Public Hearing for Ordinance 2022-05 and the following individuals spoke:

**Eugene Sarafin, 628 South Main Street** – Stated that he supports this ordinance.

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

Moved for adoption by Councilmember Montferrat; Seconded by Councilmember Cicalese.

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

ORDINANCE 2022-05

BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY

**AN ORDINANCE AMENDING CHAPTER 25, “STORMWATER CONTROL” OF THE  
REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN**

**WHEREAS**, the Borough of Hightstown maintains a Tier A MS4 New Jersey Pollutant Discharge Elimination System (NJPDES) Stormwater Permit; and

**WHEREAS**, the Borough is required to develop, update, implement, and enforce a program to ensure adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the Borough; and

**WHEREAS**, at the recommendation of the Borough Engineer, and in order to remain in compliance with the Stormwater Permit, the Hightstown Borough Council has agreed to modify the existing language of certain provisions currently contained within the Borough Code.

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

Section 1. Chapter 25 “Stormwater Control,” of the “Revised General Ordinances of the Borough of Hightstown,” is hereby amended and supplemented in the following respects (additions are shown with underline, deletions are shown with ~~strikeout~~):

**25-1-11 Requirements Regarding Dumpsters and Other Refuse Containers**

**A. Purpose**

This Section requires dumpsters and other refuse containers that are outdoors or exposed to stormwater to be covered at all times and prohibits the spilling, dumping, leaking, or otherwise discharge of liquids, semi-liquids or solids from the containers to the municipal separate storm sewer system(s) operated by the Borough of Hightstown and/or the waters of the State so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

**B. Definitions**

For the purpose of this Section, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

1. Municipal separate storm sewer system (MS4) – a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by Hightstown Borough or other public body, and is designed and used for collecting and conveying stormwater.
2. Person – any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

3. Refuse container – any waste container that a person controls whether owned, leased, or operated, including dumpsters, trash cans, garbage pails, and plastic trash bags.
4. Stormwater – means water resulting from precipitation (including rain and snow) that runs off the land’s surface, is transmitted to the subsurface, is captured by separate storm sewers or other sewerage or drainage facilities, or is conveyed by snow removal equipment.
5. Waters of the State – means the ocean and its estuaries, all springs, streams and bodies of surface or ground water, whether natural or artificial, within the boundaries of the State of New Jersey or subject to its jurisdiction.

#### C. Applicability

1. Any person who controls, whether owned, leased, or operated, a refuse container or dumpster must ensure that such container or dumpster is covered at all times and shall prevent refuse from spilling out or overflowing.
2. Any person who owns, leases or otherwise uses a refuse container or dumpster must ensure that such container or dumpster does not leak or otherwise discharge liquids, semi-liquids or solids to the municipal separate storm sewer system(s) operated by the Borough of Hightstown.

#### D. Exceptions

1. Permitted temporary demolition containers
2. Litter receptacles (other than dumpsters or other bulk containers)
3. Individual homeowner trash and recycling containers
4. Refuse containers at facilities authorized to discharge stormwater under a valid NJPDES permit
5. Large bulky items (e.g., furniture, bound carpet and padding, white goods placed curbside for pickup)

#### E. Enforcement and Penalties

1. This Section shall be enforced by the Stormwater Management Coordinator and/or Superintendent of the Department of Public Works and/or their designee of the Borough of Hightstown.
2. Any person who is found to be in violation of this Section shall be subject to penalties as stated in Chapter 1, Article 1-5 of the Revised General Ordinances of the Borough of Hightstown.

#### **25—1-~~112~~. Penalties**

Any person(s) who erects, constructs, alters, repairs, converts, maintains, or uses any building, structure or land in violation of this ordinance shall be subject to the following penalties: Chapter 1, Article 1-5 of the Revised General Ordinances of the Borough of Hightstown.

#### **25-1-~~1213~~. Severability**

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be

unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

Section 2. 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.

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

Section 4. This Ordinance shall become effective upon final passage and publication in accordance with the law.

**Ordinance 2022-06 Public Hearing and Final Reading An Ordinance Establishing Certain New Regulations Concerning Vehicles and Traffic, and Amending and Supplements Chapter 7, Entitled “Traffic” of the Revised General Ordinances of the Borough of Hightstown, New Jersey**

Mayor Quattrone opened the Public Hearing for Ordinance 2022-06 and the following individuals spoke:

**Eugene Sarafin, 628 South Main Street** – Happy to see an ordinance that will help with truck traffic.

**Michele Epstein, 421 North Main Street** – Thanked Council for being responsive to the resident concerns. She supports this ordinance and hopes it will improve the quality of life in Hightstown.

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

Moved for adoption by Councilmember Bluth; Seconded by Councilmember Fowler.

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

Ordinance adopted 6-0.

Ordinance 2022-06

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

**AN ORDINANCE ESTABLISHING CERTAIN NEW REGULATIONS CONCERNING VEHICLES AND TRAFFIC, AND AMENDING AND SUPPLEMENTING CHAPTER 7, ENTITLED “TRAFFIC,” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY**

**WHEREAS**, the Mayor and Council of the Borough of Hightstown (the “Borough”) wish to establish certain new regulations concerning vehicles and traffic within the Borough; and

**WHEREAS**, the new regulations will prohibit vehicles which have a gross vehicle registered weight in excess of four (4) tons from operating on all municipal owned streets, except for those streets specifically identified by the Borough or as otherwise provided by the Borough; and

**WHEREAS**, the new regulations will also prohibit vehicles from turning at the intersection of North Main

Street and Wyckoff Mills Road, when traveling in a northbound or southbound direction on North Main Street; and

**WHEREAS**, the Mayor and Council believe that these new regulations will improve traffic flow in the Borough, and that the regulations are in furtherance of the health, safety and welfare of the public; and

**WHEREAS**, in order to codify these new regulations, the Mayor and Council wish to make certain changes to Chapter 7, entitled “Traffic,” of the Revised General Ordinances of the Borough of Hightstown, New Jersey, as set forth below.

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

Section 1. That vehicles which have a gross vehicle registered weight in excess of four (4) tons are hereby prohibited from operating on all municipal owned streets, except for those streets specifically identified by Ordinance by the Borough or as otherwise provided by the Borough.

Section 2. That all vehicles are hereby prohibited from turning at the intersection of North Main Street and Wyckoff Mills Road, when traveling in a northbound or southbound direction on North Main Street

Section 3. That all relevant Borough officials and/or employees are hereby authorized and directed to undertake all actions that are necessary to implement the aforesaid new traffic regulations, including but not limited to the posting of appropriate signage and/or other markings to alert the public, as well as to seek any approvals which may be necessary from any other governmental agencies or authorities which may have jurisdiction over the matters set forth in the within Ordinance.

Section 4. That Chapter 7, entitled “Traffic”, of the Revised General Ordinances of the Borough of Hightstown, New Jersey, is hereby amended and supplemented to read as follows (underline for additions, strikethroughs for deletions):

§ 7-1-18 Truck Route System.

**[Ord. No. 1-16-92]**

**A truck route system upon which trucks in excess of four tons gross weight may travel is hereby established on the following streets or parts of streets:**

<b>Name of Street</b>	<b>Location</b>
Etra Road (C.R. 571)	From South Main Street to the East Windsor Township corporate line
North Main Street (C.R. 539)	Within the Borough corporate line
Rogers Avenue	Entire length
South Main Street (C.R. 539)	Within the Borough corporate line
Stockton Street (C.R. 571)	From the Township of East Windsor corporate line to Rogers Avenue
West Ward Street	From South Main Street (CR 539 — 571 to Mercer Street (Route 33)

**All vehicles having a gross vehicle registered weight in excess of four (4) tons shall be excluded from all municipal owned streets, except for the specific municipal streets identified above. Such vehicles shall, however, be permitted on all streets for the purpose of the local pickup and delivery of materials only. Exempt vehicles include all Borough-owned vehicles, school buses, and recycling trucks.**

§ 7-1-23 Turn Prohibitions.

**No person shall make a turn at any location listed and only in the manner described.**

<b><u>Intersection</u></b>	<b><u>Turn Prohibited</u></b>	<b><u>Movement Prohibited</u></b>
<b><u>North Main Street and Wyckoff Mills Road</u></b>	<b><u>No turns for vehicles traveling northbound or southbound on North Main Street</u></b>	<b><u>No east bound traffic entering from North Main Street</u></b>

Section-5. That all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 6. That this Ordinance shall become effective upon final passage and publication in accordance with the law, following the receipt of any approvals deemed necessary by any other governmental agencies or authorities which may have jurisdiction over the matters set forth in the within Ordinance and the installation of proper signage by the Borough of Hightstown and/or the County of Mercer.

**Ordinance 2022-07 Public Hearing and Final Reading Bond Ordinance Providing for Improvements to the Water-Sewer Utility in and by the Borough of Hightstown, In the County of Mercer, New Jersey, Appropriating \$1,100,000 Therefor and Authorizing the Issuance of \$1,100,000 Bonds or Notes of the Borough to Finance the Cost Thereof**

Mayor Quattrone opened the Public Hearing for Ordinance 2022-07 and the following individuals spoke:

**Eugene Sarafin, 628 South Main Street** – Asked for an explanation of this ordinance. CFO, George Lang, explained that this related to the refurbishment of the water towers which includes repairs and painting to the interior and exterior of the tanks. We will be looking for 50% forgiveness from the NJ Infrastructure Bank. Mr. Sarafin supports this ordinance.

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

Moved for adoption by Councilmember Cicalese; Seconded by Councilmember Fowler.

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

Ordinance Adopted 6-0.

Ordinance 2022-07

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

**BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO THE  
WATER-SEWER UTILITY IN AND BY THE BOROUGH OF  
HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY,  
APPROPRIATING \$1,100,000 THEREFOR AND AUTHORIZING THE  
ISSUANCE OF \$1,100,000 BONDS OR NOTES OF THE BOROUGH TO  
FINANCE THE COST THEREOF.**

**BE IT ORDAINED** BY THE BOROUGH COUNCIL OF THE BOROUGH OF HIGHTSTOWN, IN THE COUNTY OF MERCER, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring)

AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Hightstown, in the County of Mercer, New Jersey (the "Borough"). For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$1,100,000. Pursuant to

N.J.S.A. 40A:2-11(c), no down payment is provided for the costs of the improvement since the project described in Section 3(a) hereof is expected to be funded through the New Jersey Infrastructure Bank.

Section 2. In order to finance the cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$1,100,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is water tank painting and repairs for the water-sewer utility, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as



applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 15 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$1,100,000, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$65,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3(a) hereof shall be applied either to direct payment of the cost of the improvement or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time

to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

**Ordinance 2022-08 Introduction and First Reading An Ordinance Amending and Supplementing Chapter 7 Entitled "Traffic" Entitled Parking Prohibited at all Times on Certain Streets" of the Revised General Ordinances of the Borough of Hightstown, New Jersey"**

Moved for introduction by Councilmember Bluth; Seconded by Councilmember Fowler.

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

Ordinance introduced 6-0. Public Hearing scheduled for May 2, 2022.

Ordinance 2022-08  
*BOROUGH OF HIGHTSTOWN*  
*COUNTY OF MERCER*  
*STATE OF NEW JERSEY*

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7 ENTITLED "TRAFFIC",  
ARTICLE 7-1-14 ENTITLED "PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS" OF  
THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF HIGHTSTOWN, NEW JERSEY**

**WHEREAS**, the Chief of Police has recommended that changes to be made to restrict parking on Cranbury

Station Road; and

**WHEREAS**, said changes would be to prohibit parking on both sides of Cranbury Station Road from Monmouth Street to Wycoff Mills Road; and

**WHEREAS**, Mayor and Council agree with said recommendations.

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

Section 1. That Chapter 7, entitled “Traffic”, Article 7-1-14, entitled “Parking Prohibited at all Times on Certain Streets”, is hereby amended to read as follows (underline for additions, strikethroughs for deletions):

§ 7-1-14 Parking Prohibited at All Times on Certain Streets.

**No person shall park a vehicle at any time upon any streets or parts thereof described.**

Name of Street	Side	Location
Academy Street	North	Mercer Street to easternmost Post Office driveway
Academy Street	North	Railroad Avenue to 100 feet east
Academy Street	North	For a distance of 170 feet west of Mercer Street
Academy Street	South	Mercer Street to Railroad Avenue
Academy Street	East	From Park Avenue to Stockton Street
Academy Street	East	From Rogers Avenue to Railroad Avenue
Academy Street	East	From Stockton Street to Rogers Avenue
Academy Street	West	From Park Avenue to Grant Avenue
Bank Street	North	From North Main Street to Mechanic Street
Bank Street	North	From the westerly curblineline of the driveway entrance of the water plant, a distance of 30 feet east and 30 feet west
Bank Street	South	From North Main Street to Academy Street
Center Street	West	From Stockton Street to Morrison Avenue
Church Street	East	From Rogers Avenue to Stockton Street
Clinton Street	North	From Cole Avenue to Maxwell Avenue
Clinton Street	South	From the westerly curblineline of Cole Avenue for a distance of 70 feet east
Cole Avenue	Both	From Franklin Street to Clinton Street
<u>Cranbury Station Road</u>	<u>Both</u>	<u>From Monmouth Street to Wycoff Mills Road</u>
Dutch Neck Road	North	From the southerly curblineline of Stockton Street 665 feet southwesterly
Dutch Neck Road	Southeast	From Gilman Place to Stockton Street
Etra Road	Both	From South Main Street to the Borough line
First Avenue	North	From Outcalt Street to Joseph Street
Forman Street	West	From the southerly curblineline of Stockton Street for 205 feet south
Grape Run Road	North	From Westerlea Avenue to Pershing Avenue
Grape Run Road	South	From the easterly curblineline of Westerlea Avenue to a point 120 feet east
Grape Run Road	Both	From Westerlea Avenue to Mercer Street
Hagemount Avenue	West	From Lincoln Avenue to Rocky Brook Court
Harron Avenue	East	From Stockton Street to Morrison Avenue
Hutchinson Street	East	From Grant Avenue to Park Avenue
Joseph Street	East	From Stockton Street to Second Avenue

Name of Street	Side	Location
Leshin Lane	North	From a point 50' west of the western side of the driveway of 16 Leshin Lane to Westerlea Avenue
Leshin Lane	South	From a point 50' west of the western side of the driveway of 17 Leshin Lane to Westerlea Avenue
Lincoln Avenue	North	Between Hagemount Avenue and Hutchinson Street
Monmouth Street	North	From North Main Street to a point opposite the east curbline of Broad Street
Monmouth Street	South	From the east curbline of Manlove Avenue 652.67 feet east
Monmouth Street	South	From Pennsylvania Railroad to Broad Street
North Main Street	East	From the northerly curbline of Franklin Street to a point 80 feet north
North Main Street	West	From a point 239.5 feet north of the north curbline of Stockton Street to a point 242 feet north
North Main Street	North	From Monmouth Street to Sunset Avenue
North Main Street	South	From the Borough Line to Monmouth Street
Oak Lane	East	From Stockton Street to the north curbline of Lincoln Avenue; thence from Lincoln Avenue for 397 feet north
Oak Lane	West	From the northerly curbline of Stockton Street to a point 450 feet north
Outcalt Avenue	East	For a distance of 50 feet north or south of the First Avenue and Second Avenue intersections
Outcalt Street	West	From Rogers Avenue to Morrison Avenue
Park Avenue	South	From the westerly curbline of Academy Street to a point 50 feet west
Pershing Avenue	West	From Grape Run Road to South Street
Purdy Street	East	From Bank Street to Reed Street
Railroad Avenue	East	From Stockton Street to Academy Street
Railroad Avenue	West	From Stockton Street to Rogers Avenue
Reed Street	North	From Mechanic Street to Rev. Powell Drive
Rev. Powell Drive	East	From Reed Street to Chamberlin Avenue
Rogers Avenue	North	From Stockton Street to Mercer Street
Second Avenue	North	From Outcalt Street to Joseph Street
Second Avenue	North	From Summit Street to Joseph Street
South Main Street	West	From Ward Street to Mercer Street
South Street	North	From Mercer Street to South Main Street
Stockton Street	North	From Mercer Street to South Main Street for 199 feet west
Stockton Street	South	From Main Street to the west curbline of Dutch Neck Road; thence on Dutch Neck Road for 624 feet
Ward Street	North	From Mercer Street to South Main Street
Ward Street	North	From the easterly curbline of South Main Street to a point 793.25 feet east
Ward Street	South	From the southeasterly curbline of Mercer Street to a point 57 feet east
Ward Street	South	From the easterly curbline of South Main Street to a point 2,241 feet east
Westerlea	West	Leshin Lane to Grape Run Road

Section-2. That all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 3. That this Ordinance shall become effective upon final passage and publication in accordance with the law, following the receipt of any approvals deemed necessary by any other governmental agencies or authorities which may have jurisdiction over the matters set forth in the within Ordinance and the installation of proper signage by the Borough of Hightstown.

## **RESOLUTIONS**

### **Resolution 2022-85 Authorizing Payment of Bills**

Moved by Councilmember Montferrat; Seconded by Councilmember Fowler

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

Resolution adopted 6-0

Resolution 2022-85

*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 \$738,591.58 from the following accounts:

Current		\$617,534.27	
W/S Operating		117,732.81	
General Capital		115.50	
Water/Sewer Capital		0.00	
Grant		0.00	
Trust		0.00	
Unemployment Trust		0.00	
Animal Control		3,000.00	
Law Enforcement Trust		0.00	
Tax Lien Trust		0.00	
Public Defender Trust		0.00	
Housing Trust		0.00	
Escrow		<u>209.00</u>	
Total		<u>\$738,591.58</u>	

**Resolution 2022-86 Proclaiming Hightstown Volunteer Appreciation Week and Recognizing, Honoring and Thanking Hightstown Volunteers**

Moved by Councilmember Bluth; Seconded by Councilmember Jackson

Council thanked all of the Volunteers in Hightstown Borough. Our volunteers are what makes our town great.

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

Resolution adopted 6-0

Resolution 2022-86

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

**PROCLAIMING HIGHTSTOWN VOLUNTEER APPRECIATION WEEK AND RECOGNIZING, HONORING AND THANKING HIGHTSTOWN'S VOLUNTEERS**

**WHEREAS**, the week of April 17 – 23, 2022 has been proclaimed National Volunteer Week to recognize and celebrate the efforts of volunteers at the local, state, and national levels; and

**WHEREAS**, the Borough of Hightstown and its residents have benefited greatly from hundreds of volunteers who each year give tirelessly and selflessly to the service of others; and

**WHEREAS**, volunteerism strengthens communities, improves society, and enhances the overall quality of life for all citizens; and

**WHEREAS**, volunteering changes the lives of volunteers in a positive way, increasing self-confidence, self-esteem and physical wellbeing; offering the chance to meet new friends and associates; and providing opportunities to learn new skills and abilities; and

**WHEREAS**, the Hightstown Borough Mayor and Council wish to acknowledge and thank its volunteers for their dedication and tireless efforts.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Hightstown hereby proclaims the week of April 17 – 23, 2022, as Hightstown Volunteer Week and expresses its sincere appreciation and gratitude for the dedication and untiring efforts of all those who volunteer to help make our community a better place to live and work.

**Resolution 2022-87 Authorizing the Execution of an Agreement with Community Action Service Center, Inc., d/b/a RISE, Relating to the Utilization of Municipal Garbage Dumpsters located in the Stockton Street Parking Lot**

Moved by Councilmember Bluth; Seconded by Councilmember Cicalese

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

Resolution adopted 6-0

Resolution 2022-87

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

**AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH COMMUNITY ACTION SERVICE CENTER, INC., d/b/a RISE, RELATING TO THE UTILIZATION OF MUNICIPAL GARBAGE DUMPSTERS LOCATED IN THE STOCKTON STREET PARKING LOT**

**WHEREAS**, the Borough of Hightstown (the “Borough”) and Community Action Service Center, Inc., d/b/a RISE (hereinafter referred to as “RISE”) have agreed that RISE shall be entitled to utilize the municipal garbage dumpsters located in the Stockton Street Parking Lot, pursuant to the terms and conditions set forth in the attached Agreement.

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

1. That the Borough Council hereby authorizes the Mayor to execute, and the Clerk to attest, the attached Agreement with RISE.
2. That a certified copy of this Resolution and the attached Agreement shall be provided to each of the following:
  - a. Community Action Service Center, Inc., d/b/a RISE;
  - b. Dimitri Musing, Borough Administrator; and
  - c. Frederick C. Raffetto, Esq., Borough Attorney.

**AGREEMENT**, made this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between:

**BOROUGH OF HIGHTSTOWN**, a municipal corporation of the State of New Jersey, with offices located at 156 Bank Street, Hightstown, New Jersey 08520 (hereinafter referred to as the “Borough”);

and

**Community Action Service Center, Inc., d/b/a RISE**, a New Jersey non-profit corporation, having an address of 116 North Main Street, Hightstown, New Jersey 08520 (hereinafter referred to as the “Business Establishment”).

(Collectively, the Borough and the Business Establishment shall be referred to herein as the “Parties”).

**WHEREAS**, the Parties have agreed that the Business Establishment shall be entitled to utilize the municipal garbage dumpsters (the “dumpsters”) located in the Stockton Street Parking Lot pursuant to the terms and conditions set forth in the within Agreement.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, it is hereby agreed by and between the Parties as follows:

1. The Borough hereby agrees to provide solid waste collection service to the Business Establishment from a dumpster-style garbage container located in the Stockton Street municipal parking lot.
2. The Borough hereby agrees to provide to the Business Establishment collection of corrugated cardboard for recycling from a dumpster-style cardboard recycling container located in the Stockton Street municipal parking lot.
3. The Business Establishment shall not place in the dumpster-style garbage container any recyclable materials. All recyclable materials shall be properly disposed of in accordance with Chapter 18 of the Code of the Borough of Hightstown.
4. The Business Establishment shall flatten all corrugated cardboard boxes prior to placing them into the dumpster-style cardboard recycling container.
5. Due to the anticipated volume of refuse associated with the Business Establishment, and in order to ensure cleanliness and to protect the health, safety and welfare of the public, the Parties have agreed that an additional pick-up day is required beyond that which would have otherwise been necessary prior to the execution of the within Agreement in order to accommodate the Business Establishment (i.e., 4 pick-ups per week will occur instead of 3 pick-ups per week). The Parties have agreed that the Business Establishment shall be required to pay the costs associated with the additional pick-up day. As of the execution of the within Agreement, the Parties recognize that this cost equates to \$498.33 per month (the “fee”); however, the Parties also recognize that the fee may be adjusted over time. The Borough shall advise the Business Establishment on an annual basis as to the fee for that year, and the Business Establishment agrees to pay the fee in order to be eligible to continue to utilize the dumpsters. The payment of the fee shall be due within 25 days of receipt from the Borough of an invoice therefor.
6. If the Business Establishment shall fail to pay to the Borough the monthly fee for the solid waste collection service within thirty (30) days of the due date, the outstanding fees shall accrue interest at the rate(s) set by Resolution of Council for interest on delinquent taxes and other assessments and shall constitute a lien against the property of the Business Establishment, and such costs shall be added to and become a part of the taxes next to be assessed and levied upon such lands. Additionally, the Borough shall cease the services authorized under this Agreement until full restitution has been made to the Borough for such outstanding fees.
7. The Business Establishment hereby agrees to release, defend, indemnify and hold the Borough harmless from



and against any and all losses, liabilities, suits, judgments, and demands associated with the Borough's provision of solid waste collection service as contemplated herein.

8. The Business Establishment shall comply with all provisions of Chapter 18 of the Code of the Borough of Hightstown governing solid waste management.

9. This Agreement shall have a term extending through December 31, 2022. Thereafter, this Agreement shall be automatically renewable for one year terms commencing as of January 1<sup>st</sup> of the given year, unless the either party gives a minimum of sixty (60) days notice of its intention not to renew the contract prior to the annual renewal date of this Agreement.

10. This Agreement shall be interpreted in accordance with the rights of the parties hereto and shall be governed by the laws of the State of New Jersey.

11. This Agreement sets forth the entire understanding and agreement between the parties and shall not be modified or amended except by an instrument in writing executed by both parties.

12. This Agreement shall be binding upon the parties and their legal representatives, successors and assigns.

ATTEST:

BOROUGH OF HIGHTSTOWN

\_\_\_\_\_  
Margaret Riggio Municipal Clerk

\_\_\_\_\_  
Lawrence D. Quattrone, Mayor

ATTEST:

Community Action Service Center, Inc., d/b/a RISE

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

**Resolution 2022-088 Authorizing Emergency Temporary Appropriations Prior to Adoption of the 2022 Budget**

Moved by Councilmember Fowler; Seconded by Councilmember Montferrat

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

Resolution adopted 6-0

Resolution 2022-88

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

**AUTHORIZING EMERGENCY TEMPORARY APPROPRIATIONS  
PRIOR TO ADOPTION OF THE 2022 BUDGET**

**WHEREAS**, an emergent condition has arisen with respect to inadequate appropriation balances remaining in some line items of the 2022 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 2022 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951, as amended), including this resolution, total:

	<i><b>THIS RESOLUTION</b></i>	<i><b>PREVIOUS TOTAL</b></i>	<i><b>CUMULATIVE TOTAL</b></i>
Current	925,687.00	309,220.00	<b>1,234,907.00</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	242,705.00	100,000.00	<b>342,705.00</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>1,168,392.00</b>	<b>409,220.00</b>	<b>1,577,612.00</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 2022 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.

Borough of Hightstown  
 Emergency Temporary No. 4  
 4/18/2022

**SCHEDULE “A”**

**Current Fund**

Mayor and Council	Other Expenses	500.00
Municipal Clerk	Salaries and Wages	10,000.00
Financial Administration	Salaries and Wages	5,000.00
Data Processing	Other Expenses	20,000.00
Collection of Taxes	Salaries and Wages	8,000.00
Collection of Taxes	Other Expenses	1,000.00
Tax Assessor	Salaries and Wages	3,000.00
Engineer	Other Expenses	4,000.00
Municipal Court	Salaries and Wages	4,000.00
Municipal Court	Other Expenses	20,000.00
Police	Salaries and Wages	100,000.00
Police	Other Expenses	10,000.00
Uniform Fire Safety Act	Salaries and Wages	2,000.00
Streets and Roads	Other Expenses	10,000.00
Sanitation	Salaries and Wages	15,000.00
Recycling	Salaries and Wages	6,000.00
Buildings and Grounds	Other Expenses	50,000.00
Board of Health	Salaries and Wages	9,000.00
Environmental Commission	Other Expenses	700.00

Parks and Recreation	Salaries and Wages	8,000.00
Landfill	Other Expenses	40,000.00
Uniform Construction Code	Salaries and Wages	18,000.00
Police and Firemen's Retirement System	Other Expenses	409,322.00
Public Employee's Retirement System	Other Expenses	<u>172,165.00</u>
Total Current Fund		<u>925,687.00</u>
<b>Water-Sewer Operating Fund</b>		
Salaries and Wages		75,000.00
Other Expenses		60,000.00
Social Security		15,000.00
Public Employee's Retirement System		<u>92,705.00</u>
Total Water Sewer Operating		<u>242,705.00</u>
Total		<u><u>1,168,392.00</u></u>

## **DISCUSSION**

### **Increase Bulk Sticker Fee**

Borough Administrator Dimitri Musing said that the Borough has forgone the sale of bulk stickers since May 2020 due to the pandemic but believes it's time to reinstitute the practice as well as increase the price from \$5 to \$10 due to price increases across the board. Discussion ensued. A consensus was reached, and a resolution will be brought to next meeting.

### **Summer Hours**

Borough Administrator Dimitri Musing said that he would like to reinstitute summer hours for Borough Employees. The Borough will be open five days a week with each department scheduling their days off so there is always someone in the office. Employees would take half an hour for lunch instead of an hour and bank that time, which would account for 10 workdays from July through September. A consensus was reached that Mr. Musing could move forward implementing this program.

## **SUBCOMMITTEE REPORTS**

### **Bridge Committee**

Councilmember Montferrat stated that a summary of last meeting will be going out to the residents of East Ward Street and West Ward Street areas.

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

### **Councilmember Fowler**

Environmental Commission - The Arbor Day celebration is this Saturday, and it will include volunteer opportunities, a shredding truck, and a tree planting later in the afternoon.

Memorial Day Parade - About a dozen groups are registered to march in the Memorial Day Parade. The parade will start at 9 AM and last about two hours.

Harvest Fair - 22 new crafters and artisans have been approved for the Harvest Fair after the first round of jurying, as well as nine food trucks and three entertainment acts.

### **Councilmember Misiura**

Planning Board - The Planning Board discussed budget items at their last meeting. There was concern about the affordable housing budget, and it was determined that everything that was budgeted didn't have to be spent this year. The only thing that is required is amending the master plan.

### **Councilmember Cicalese**

#### **Board of Health**

COVID-19 index for Mercer County is currently moderate. According to variant tracking, 99% of the cases have been Omicron in the past four weeks. The Board of Health has held 11 clinics in the last month and will be holding another at the library soon.

Parks and Recreation Commission – Last meeting Parks and Rec discussed applications. They're working on the triathlon and Fun Fridays, and approved permits for Theatre in the Park, Hightstown High School prom pictures, and open water swim.

### **Dimitri Musing, Borough Administrator**

He and Mr. Lang are working on their budgets and should have something for the Mayor and Council soon. Mr. Musing said he was also at the Planning Board meeting and reported that the Board drastically cut down their operating expenses. Rental units must be registered before the end of the month.

### **Peggy Riggio, Borough Clerk**

Bid opening for refurbishment of the water tower was scheduled to be last Thursday, but Borough Engineer Carmela Roberts had an addendum that needed to be approved before bids could be opened. The bids will now be opened on the 28<sup>th</sup> at 11 AM at the Borough.

Dog licenses are still coming in, parking permits will be going out soon, and pool renewals will be coming in soon.

### **Councilmember Bluth**

The Harvest Fair this year will also celebrate Hightstown's 300<sup>th</sup> anniversary, slightly belated due to COVID.

### **Mayor Quattrone**

Peddie was allowed to put up a sign stating that the entrance to the school is open.

Took a moment to acknowledge the volunteers serving on the borough's committees.

**EXECUTIVE SESSION**

**Resolution 2022-89 Authorizing a Meeting that Excludes the Public**

Moved by Councilmember Montferrat; Seconded by Councilmember Bluth

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

Resolution adopted 6-0

Resolution 2022-89

*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 April 18, 2022, 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:

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 July 18, 2022, 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 Bluth moved to adjourn to Executive Session at 7:53 p.m.; Seconded by Councilmember Cicalese. All ayes.

Council returned to public session at 8:28 p.m.

**ADJOURNMENT**

Councilmember Cicalese moved to adjourn at 8:29; Seconded by Councilmember Bluth. All ayes.

Respectfully Submitted,



Margaret Riggio  
Borough Clerk

Approved by Hightstown Borough Council: **August 15, 2022**