

**UNAPPROVED MINUTES
BOROUGH OF HIGH BRIDGE**

MAYOR AND BOROUGH COUNCIL
Meeting Date: February 27, 2014

CALL TO ORDER: The meeting of the Mayor and Council of the Borough of High Bridge came to order with Mayor Desire, at 7:30 PM on the above date. "Pursuant to the Open Public Meetings Act, notice of 2014 meeting dates was published in the Hunterdon County Democrat on January 9, 2014 and posted on the bulletin board in Borough Hall. The meeting was held in the Fire House, 7 Maryland Ave., High Bridge, NJ. Action may be taken."

Mayor Desire led those present in the salute to the Flag.

MEMBERS PRESENT: Mayor Desire
Councilman Flynn
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

Attorney Barry Goodman, Administrator John Gregory, Municipal Clerk Diane Seals and thirty-six members of the general public and news media were also present.

VISITORS:

Green Award: Mayor Desire presented Ellie Curtin with the 2013 Green Award: "Ellie Curtin is hereby the recipient of the seventh annual *Borough of High Bridge Green Award* for 2013 in recognition of her continuing dedication to promoting environmental preservation and supporting the beautification of the Borough of High Bridge.

Ellie Curtin was "Caught Being Green" by fellow residents who nominated her for this award for her environmental actions. An environmentally conscientious fifth grader, Ellie organized a group of local youth to form a volunteer environmental caring group for the summer.

They met throughout the summer to pick up litter on various streets in High Bridge.

The last week they met at Commons Park to weed and plant around the gazebo as well as clean up litter. Ellie made her contribution to our town in a quiet way not looking for any recognition or thank you, just taking pride in our town and doing her part to keep High Bridge a nice place to live.

The High Bridge Environmental Committee recognizes Ellie Curtin's ongoing environmentally responsible actions.

The Mayor and Council of the Borough of High Bridge, County of Hunterdon and State of New Jersey, sincerely appreciate her commitment to the betterment of the citizens of the Borough of High Bridge." Councilwoman Hughes added that this is the first year that a youth was recognized.

Volunteer Award: Mayor Desire presented the "I'm for High Bridge" Organization with the 2013 Volunteer Award: "The **2013 HIGH BRIDGE VOLUNTEER OF THE YEAR AWARD** is presented to the "I'm For High Bridge". This group of volunteers was founded in 1978 as a grass roots organization committed to improving life in the Borough. The group founded the Youth Soccer League, created Union Forge Park, painted the train trestle, and started the revitalization of the Main St. Mini Park. They were one of the first groups to get involved with recycling of aluminum cans before we had curbside pick-up. They orchestrated a clean up of the Commons before it was a park. The group continues to decorate the Borough Hall and the Mini Park for the Holidays as well as assist with the Halloween Parade and Easter Egg Hunt. They also present two Community Service Awards to two High Bridge Middle School Eighth Graders at graduation. Year after year, the membership of the "I'm For High Bridge" Organization continue to strive to make High Bridge a great Borough." Mr. Jim Conroy accepted the award along with Cathy Conroy, Paul Lipani, Jim Anderson, Emily and Charles Bruton.

MOTION TO DISPENSE WITH THE READING OF MINUTES OF PRIOR MEETINGS:

Councilman Rapp motioned to dispense with the reading of the Regular Meeting Minutes of February 13, 2014. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

APPROVAL OR CORRECTION OF PRIOR MEETING MINUTES:

Councilman Rapp motioned to approve the Regular Meeting Minutes of February 13, 2014. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

PUBLIC COMMENTS: It is the policy of the Borough Council that all public comments on an issue shall be limited to five (5) minutes per person and no person may make more than one (1) comment per subject. Comments may be made on any subject pertaining to Borough issues. Comments pertaining to Public Hearings should be saved for that portion of the agenda. No debating between residents. Comments should be addressed to Mayor and Council.

Brent Dugan asked about Resolution #69-2014, New Water Rates and how will it affect sewer cost.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: Goals and Monthly reports February 27, 2014

Councilman Flynn: **PLANNING & ENGINEERING**

1. Phase 3 & 4 of Cregar Rd. project which includes new water main and stormwater management improvements, will be awarded at the March 13th Meeting. Grants for \$289,000 will be used.
2. Submit grant requests to the NJDOT for future funding.
3. The Streetscape Phase II plans are in progress. Grant for \$215,000 will be used.
4. The new ADA Borough Hall will go out to bid by the end of March. Grant for \$215,000 will be used.
5. The Association needs to get an easement to the water tower at Solitude Village. A backup generator is needed for the pumping station.
6. Improve Emergency Preparedness through the installation of emergency standby generators at Well 8 and Golf course.

Councilwoman Hughes: PUBLIC HEALTH, ENVIRONMENTAL, SOLID WASTE/RECYCLING, OPEN SPACE

ENVIRONMENTAL: Increase Environmental Awareness.

1. Continue Earth Day activities at the "Commons" with the School Environmental Club.
2. Working on the Rain Barrel garden at the Solitude House.
3. Working with "Hart" on the "Safe Routes to School Project."
4. Updated the Environmental Commission Brochure.
5. Continue to monitor and walk Open Space checking for garbage.
6. Continue to plant and water Main St planters, Police Headquarter and Gazebo gardens.
7. Continue to maintain "Wildlife Habitat Community" certification.
8. Continue to apply for garden grants.
9. Looking to enhance the McDonald St. parking area with shrubs.
10. Continue to write articles for the Newsletter regarding Open Space and the history behind the Open Space.
11. Continue to go for tree grants and place trees in the nursery for later use. Pursue "Tree City" re-certification.
12. Continue to write Stormwater management articles for the newsletter.
13. Organize locally and participate in the "Annual Raritan River Clean-up Day."
14. Green Team is working towards the "Silver" level.
15. Working with Scouts to hold a Bike Rodeo.
16. Organize "Open Air Market."
17. Assist PTO and Boy Scout with school vegetable garden.
18. Continue to hold Shredding, Electronics and Rigid Plastic Events.
19. Sponsor the E-container in the "Commons".
20. Organize "Town-wide Litter Clean Up Day."
21. Coordinate "Clean Communities Grant Program."

PUBLIC HEALTH: Promote and monitor health and safety of our residents by reporting health hazards to proper authorities.

1. Rabies Clinic will be held on March 29th from 9:00AM to 11:00AM at the Rescue Squad Building.
2. Continue to be the OEM Shelter Coordinator.

SOLID WASTE/RECYCLING:

1. Monitoring Solid Waste and Recycling.

Councilwoman Scarcia: INFORMATION, ECONOMIC DEVELOPMENT, CULTURE & HERITAGE & EVENTS

NEWSLETTER/INFORMATION:

1. Look for solutions to reduce costs of website and newsletter yet retaining quality.
2. Develop a policy format, layout and content for newsletter to reduce duplication, number of pages, and costs.

CULTURAL & HERITAGE:

Events Committee:

ECONOMIC DEVELOPMENT:

1. It has been a pleasure working with professionals. Among the 2014 goals would be to create a vision plan for Main St.
2. Expand the solicitation brochure.
3. Working with Maser Consulting and Chamber of Commerce.
4. Bring events to the Borough.
5. Refocus on Master Plan, Streetscape, Zoning, Landlords, Train Station, and visitation of businesses.
6. Increase awareness of Borough through press releases, articles, interviews, and meetings.
7. Possibly hold a scarecrow contest.
8. Rotate EDC to Planning Board.

RECREATION:

1. Continue to support K-7 Summer Recreation Program.
2. Continue to support Youth Soccer and Basketball.
3. Support Town Events and fund raisers with popcorn and hot chocolate.
4. Develop a comprehensive five-year plan for park improvements and find resources.
5. Evaluate field usage fees and bring in another program.
6. Recruit and train new Summer Recreation Directors.
7. Improve conditions at Union Forge Park, gazebo, plant trees, weed control, mulch replacement, develop turf maintenance specs. Improve signage at crosswalk, to improve safety during peak field use season. The Police are looking into free sign from County.
8. Possibly start up a spring Lacrosse learning program.

Councilwoman Miller: EMERGENCY SERVICES, EDUCATION & MUNICIPAL COURT

POLICE:

1. Working with all three services to guarantee public safety with what resources the Borough has, stressing strong

communication to solve problems.

RESCUE SQUAD:

FIRE DEPARTMENT:

EDUCATION:

COURT:

OFFICE OF EMERGENCY MANAGEMENT:

CULTURAL & HERITAGE:

1. Continue stabilization projects of historic properties.
2. Working with the Historical Society on Solitude House first floor.
3. Create formal outreach program for schools, tours and Historic designation, Heritage tourist site, and National registry.
4. Assist with nomination for National and State Register of Historic Places.

EVENTS:

1. Continue to run all events with coordinators, updating the Event Project Manuals, detailing process and timelines for ongoing use to be passed on.
2. Developed a funding package, ways to support events, donations have doubled.
3. Continue to improve the Common's stage and park to facilitate the community and public enjoyment of events and presentation of performers.
4. Serve the community through resident volunteerism, bring events that are family-friendly, low or no cost to the public, and encourage visitors to patronize local businesses.

Councilman Rapp:

DEPARTMENT OF PUBLIC WORKS & RECREATION

PUBLIC WORKS:

1. Plan to repair/replace 5 or more catch basins.
2. More shared services, paving, snow plowing.
3. Chip and seal streets at a reasonable cost.
4. New gas tanks are installed.
5. Removal of old tanks.

RECREATION:

SWAC:

Councilman Stemple:

FINANCE & GOLF

FINANCE:

1. Prepare the 2014 Budget within the 2% Tax Levy CAP and within the 5% CAP
2. PBA contract expires December 31, 2014. Negotiate a new contract with Police Department's PBA that is agreed to by both parties.
3. Investigate viable cost saving measures for 2015. At least one cost saving project be prepared for the 2015 Budget.
4. Golf revenue is \$11,000, \$15,000 below budget for January, \$41,000 loss, \$16,000 short, hope for good weather.
5. The Budget Public Hearing will be March 13, 2014.

John Gregory:

ADMINISTRATORS REPORT

1. Snow!!!!
2. Resignation of Tara Riordan, new search started on 2/10/14 will end on 3/10/14 for a part time replacement at 27.5 hrs a week.
3. Cregar Rd out to bid
4. Streetscape out to DOT for review.
5. Rebid of web maintenance for Borough website.
6. Meeting with fishing club who wishes to rent out the Solitude House garage to use for educational purposes to teach fly fishing, fish, and insect identification.
7. Budget introduction.
8. Town of Clinton Sewer issues, meeting with Administrator of the T.O.C.
9. We finally have salt, still waiting on liquid calcium and calcium pellets.
10. We have started to plow the school lots.
11. Spoke to Kevin Applegate regarding lease of S.H., any RFP for use as a Bed n Breakfast must be approved prior to advertising by Green Acres.
12. Grant funds should be coming for the dam mitigation, calculation being done now.
13. Review Policies.
14. Update Personnel Policy.
15. Submit grants.
16. Liability and risk management assessment, training routine, April 11th a "Harassment Class" is scheduled.

Mayor, Mark Desire:

EXECUTIVE SERVICES

1. Received a letter of appreciation for the DPW's work to keep the streets clear from Tara Shepherd of "Hart".
2. Developing an abandoned property list, Bank owned, taking care of property until sold. New Ordinance addressing these properties.
3. Web casting Council Meetings, record and send to Comcast or on line.
4. Continue to do commercials at Comcast.
5. Ally ways, could be declared abandon, could be owned or left as open space.
6. Expand golf course use.
7. Exploring solar power at golf course.

8. Hydro power developed by independent engineering.
9. Continue to pursue a Solitude House Lease.
10. Bridge on Mine Rd. will be fixed by County.
11. Met with Clinton Twp. and Franklin Twp regarding Sewer Rates.

PUBLIC HEARINGS: 2ND Reading.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**ORDINANCE #2014-6
CALENDAR YEAR 2014
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

Mayor Desire asked for a motion to open the Public Hearing on Ordinance #2014-06. Councilman Rapp motioned to open. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Questions and Comments:

Sally Ward asked what this will do to the tax rate. Councilman Stemple explained that it allow the Borough to set aside monies.

Mayor Desire asked for a motion to close the Public Hearing on Ordinance #2014-06. Councilman Rapp motioned to close. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
Mayor Desire asked for a motion to adopt Ordinance #2014-06 and stated that Ordinance #2014-06 shall be published by title only in the Hunterdon County Democrat according to law.
Councilman Rapp motioned to adopt. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

CONSENT AGENDA: All matters listed under the Consent Agenda are considered to be routine by the Borough Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1. **RESOLUTION #70-2014:** Approve High Bridge Fire Dept. Application for Social Affair Permit on July 26, 2014.
2. **RESOLUTION #71-2014:** Approve raffle License Application for High Bridge Fire Dept. to be held on June 16, 2014 at 7 Maryland Ave., High Bridge, NJ at 2:00PM.
3. **RESOLUTION #72-2014:** Approve Raffle License Application for High Bridge Fire Dept. to be held on July 26, 2014 at Union Forge Park, High Bridge, NJ at 2:00, 3:00, 4:00 and 5:00PM.
4. **RESOLUTION #73-2014:** Approve cancellation of Utility Balance for Squashic for \$437.78.
5. **RESOLUTION #74-2014:** Approve Special Emergency Resolution for Revaluation Program.
6. **RESOLUTION #75-2014:** Approve Award of Contract for Professional Property Revaluation.
7. **RESOLUTION #76-2014:** Approve Raffle Application for North Hunterdon Youth Baseball to be held on June8, 2014 at 3:00PM at Jericho Field.

Councilman Rapp motioned to adopt Resolutions #70 thru #76. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

WRITTEN COMMUNICATIONS:

1. Month end reports from CFO/Tax.
2. Notice from Comcast regarding combine cable assets with Time Warner Cable.
3. Resolution from the Board of Chosen Freeholders of Hunterdon County "Urging Legislation be Drafted, Introduced, Passed and Signed into Law Extending the 2.0 Percent CAP for Police and Fire Contract Disputes."

UNFINISHED BUSINESS: None at this time.

NEW ORDINANCES: Introduction 1st reading. None at this time.

NEW BUSINESS:

1. **RESOLUTION #69-2014:** Mayor Desire asked for a motion to open the Public Hearing on New Water Rates. Councilman Rapp motioned to open the Public Hearing. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.
Questions and Comments:
Councilman Stemple shared that CFO Fleming surveyed surrounding town to find that the Borough charged 13% less for water. Brent Dugan asked what prompted this increase. Councilman Stemple that costs rise and meters need to be replaced, \$275,000. Councilman Stemple went on to say that the rates will increase per household around \$10.00 per quarter.
Mayor Desire asked for a motion to close the Public Hearing. Councilman Rapp motioned to close. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Mayor Desire asked for a motion to adopt New Water Rates. Councilman Rapp motioned to adopt. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

PUBLIC COMMENTS: It is the policy of the Borough Council that all public comments on an issue shall be limited to one minute (1) per person and no person may make more than one (1) comment per subject at this second Public Comment section. Comments may be made on any subject pertaining to Borough issues. No debating between residents. Comments should be addressed to Mayor and Council.

LEGAL ISSUES: There were no legal issues at this time.

BILL LIST:

Councilman Rapp motioned to approve and direct payment of all vouchers as they appear on the Bill List in the total amount of **\$590,625.98**, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

EXECUTIVE SESSION: RESOLUTION #77-2014:

Councilman Rapp motioned to adopt a resolution allowing for Executive Session to discuss possible litigation against Town of Clinton, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Councilman Rapp motioned to return to Open Session. Councilman Stemple seconded. Roll Call Vote: Flynn, aye; Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 6 ayes.

Mayor Desire asked if there was any further business. There was none at this time. Mayor Desire asked for a motion to adjourn. Councilman Rapp motioned and Councilman Stemple seconded. Vote: 6 ayes. Motion Carried.

ADJOURNMENT: 9:18 PM

Respectfully submitted,

Diane L. Seals, Municipal Clerk, RMC