

UNAPPROVED
BOROUGH OF HIGH BRIDGE

MAYOR AND BOROUGH COUNCIL
Meeting Date: May 22, 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."

Council President Stemple led those present in the salute to the Flag.

MEMBERS PRESENT: Mayor Desire (arrived at 7:37PM)
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

Councilman Flynn was excused.

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

VISITORS: Kaitlin and Laurie of website maintenance company "MarketMe" came before Council to introduce themselves and explain what their company will do for the Borough website. They will train Borough personnel, do the Newsletter and two large updates per month.

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

Councilman Rapp motioned to dispense with the reading of the Regular and Executive Session Meeting Minutes for May 8, 2014. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

APPROVAL OR CORRECTION OF PRIOR MEETING MINUTES:

Councilman Rapp motioned to approve the Regular and Executive Session Meeting Minutes of May 8, 2014. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 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.
There were no comments.

COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT: Monthly report May 22, 2014

Councilman Flynn: **PLANNING & ENGINEERING**
No report due to absence.

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

1. Flowers are now in the Main Street planters.
2. Watering schedule has been set up for Main Street planters.
3. Members have adopted the Columbia Trail to check for litter and vegetation out to Cokesbury Rd.
4. Trish Cohen donated five perennial plants for the Common's Gazebo.
5. Audrey Burnett will be appointed this evening to the Environmental Commission and she would like to be on the "Green Team".

PUBLIC HEALTH:

SOLID WASTE/RECYCLING:

1. The Electronics Recycling Event on April 26th had 187 cars come through and 7.62 tons were collected.

Veterans Memorial Service will be Saturday May 24th at 11:00AM. Thank you to Tuck Batch and John Valenta who repaired the bricks when a large sink hole occurred.

Councilwoman Scarcia: **INFORMATION, ECONOMIC DEVELOPMENT, CULTURAL & HERITAGE & EVENTS**

NEWSLETTER/INFORMATION:

ECONOMIC DEVELOPMENT:

1. High Bridge Business Appreciation Day was held on May 12th at the Commons. Thanks to Michele Schwartz and Adrienne Shipps for coordinating the event. The event was a success. The businesses provided good feedback on the event. The EDC plans to hold another event in the Fall.

2. Small Business Seminar with HBBA and NJ Small Business Association has been postponed until September to allow for more preparation and marketing of the event.
3. Bike rental in the Commons is moving forward.
4. Commons parking expansion project is moving forward. EDC and EC are providing input.
5. Articles and press releases are being developed for “Harvest Café,” Inside/Out”, “Helios”, and the demolition and reconstruction of the Fernandes Building.
6. Feed back from business rentals and landlords.
7. Waiting for NJTransit station tour.

RECREATION:

1. Collaborative working of Recreation and Environmental continues. The cupola was repaired by Mr. Seals, thank you and the DPW for installing it on the gazebo at Union Forge Park. Jason Bradow ordered plants that have arrived. Work party is planned for May 30th to do some painting and planting. Plants and materials were paid for by a grant.
2. New mulch was installed at Union Forge Park.
3. Summer Recreation Flyers went out and Counselors are being hired.

Councilwoman Miller:

EMERGENCY SERVICES, EDUCATION & MUNICIPAL COURT

POLICE:

1. April activities: 689 calls; 5 criminal mischief; 1 domestic violence; 12 motor vehicle accidents; 132 motor vehicle stops; 3 thefts; 3 adult arrests; 2 juvenile arrests; 83 hours OT to cover training and sick time. 2 Officers were trained in Baton and Defensive Tactics. 7 Officers and 5 Crossing Guards were trained in Harassment, Discrimination and Ethics. Vehicles at full staff, replacing unmarked Durango with a Ford Explorer. The oldest car, Crown Vic, will be repurposed for Chief.

RESCUE SQUAD:

1. Held a coin toss.
2. Boy Scouts held a “Pig Out” on May 17th at the Squad Building.

FIRE DEPARTMENT:

1. The new fire truck will be arriving soon. Possible ceremony.

EDUCATION:

COURT:

OFFICE OF EMERGENCY MANAGEMENT:

CULTURAL & HERITAGE:

1. The Fire Dept, C&H and Historical Society are working on an exhibit at Solitude House.
2. Display cases have been donated.
3. Work Parties have been scheduled for May 24 & 31 from 12-4 and on June 8, 22 & 29 from 12-4. The Newsletter has the pending reopening and states that the building is open for various uses.

EVENTS:

1. All the Events are loaded on the web site.
2. Memorial Service will be May 24th, 11:00AM at the C.K. Hoffman’s Veterans Memorial Park.
3. Soap Box Derby will be held on June 7th. Twenty-four drivers have registered.
4. Two Friday nights and one Saturday Flicks: June 14th: “Despicable Me 2”, June 20th: “Saving Mr. Banks”, June 27th: “Wall-E”.
5. “Pooch Parade” is scheduled for June 21st. Rain date 22nd.
6. Concerts begin July 5 with “Citizens Band Radio” will present the 2nd Annual 4th of July Picnic; July 19th, “Blue Scuttle Five”; July 26th., “Baroque and Hungry”; August 16th, “Long Hill String Band”.
7. September 20th is Community Day.
8. October 4th is the “Plein Air Event”.
9. Banners are being made.

Councilman Rapp:

DEPARTMENT OF PUBLIC WORKS & RECREATION

PUBLIC WORKS:

1. Changing to Summer hours, 6:00AM to 2:30PM.
2. Will be repairing storm drains on McDonald and Beavers St.
3. Picking up brush.
4. Sweeping.
5. Patching pot holes.

RECREATION:

SWAC:

Councilman Stemple:

FINANCE & GOLF

FINANCE:

1. The Golf Course is \$36,000 short of budget. Reduced expenses by \$16,000.

John Gregory:

ADMINISTRATORS REPORT

The following is a synopsis of activities for the Months of May

- Finalized with the school Shared service agreement for janitorial services, this should save the Borough approximately \$7,000 per year over our current contract with Molly Maids
- Borough Hall based on the concerns put forth by Mr. Gronsky the following have been discovered: 1. The squad build was built in accordance with Morton Pole building standards at the time of construction; 2. The Squad building is sitting on 6” thick by 15” in diameter concrete

pads to which 4' laminate wood columns were attached then filled with concrete; 3. The building is NOT sitting on piers dug down to bed rock; 4. The current design of the building is based on the construction of the Squad building. However, the Borough in an effort to do due diligence soil testing will be conducted at a cost of \$6,500

- Cregar Rd has started on schedule it should be completed weather permitting no later than middle of September.
- Vacant Property notices have started to go out.
- The Borough has commenced shutting off water for delinquent over 90 day homes
- Trugreen pricing of \$9,650 public works can mow the fields at a rough cost \$5,000 (soft cost) no direct impact to the budget other than fuel and equipment maintenance
- DPW summer hours being implemented 6:00am -2:30pm

Mayor, Mark Desire: EXECUTIVE SERVICES

1. The front page of the Newsletter covers most of the projects.
2. Phase III of Cregar Road reconstruction has begun.
3. NJTransit will fix the Cregar Road bridge.
4. A "NJ Homeland Security" member gave a talk regarding terrorism, soft targets, such as the Borough's schools, dam and train.
5. Eleven CERT members were trained in search and recovery of children with autism and have assisted in searches.
6. The building on Main Street has been torn down and will be rebuilt having several storefronts and apartments.

Mayor Desire asked for a motion to amend Executive Session to include Legal advice on Solitude House trademark, Solitude House Lease and Tax Appeals. Councilman Rapp motioned to amend Executive Session. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

PUBLIC HEARINGS: 2ND Reading.

ORDINANCE #2014-15

AN ORDINANCE OF THE MAYOR AND BOROUGH COUNCIL OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AMENDING LAND USE DEVELOPMENT, CHAPTER 145, DELETE SECTIONS 409.N AND 405.C.6, AFFORDABLE AGE RESTRICTED HOUSING AND REPLACE WITH 405.C.6, MIXED USE COMMERCIAL RESIDENTIAL

Mayor Desire asked for a motion to open the Public Hearing on Ordinance #2014-15. Councilman Rapp motioned to open. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes

Questions and Comments:

Mayor Desire explained that the Planning Board had reviewed and found it consistent with the Master Plan.

Mayor Desire asked for a motion to close the Public Hearing on Ordinance #2014-15.

Councilman Rapp motioned to close. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

Mayor Desire asked for a motion to adopt Ordinance #2014-15 and stated that Ordinance #2014-15 shall be published by title only in the Hunterdon County Democrat according to law.

Councilman Rapp motioned to adopt. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 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 #129-2014:** Authorize Financing for Fire Truck.
2. **RESOLUTION #130-2014:** Approve Redemption of Lien.
3. **RESOLUTION #131-2014:** Appoint Administrator Public Officer.
4. **RESOLUTION #133-2014:** Approve Purchase of a new Police Car.
5. **RESOLUTION #134-2014:** Appoint Audrey Burnett to the Environmental Commission and Member of Green Team.
6. **RESOLUTION #135-2014:** Approve shared services for janitorial services with the High Bridge School.
7. **RESOLUTION # 136-2014:** Authorize Participation in the Middlesex Regional Educational Services Commission.

Councilman Rapp motioned to adopt Resolutions #129 thru #131 & 133 thru 136. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes. The new Police Vehicle is scaled down and will come fully equipped. The old Durango will be used as a pool car for Borough Hall, gently used, may even mount a snow plow.

WRITTEN COMMUNICATIONS:

1. Notification from NJ Department of Transportation regarding Municipal Aid Program funding for Cregar Road- Section V in the amount of \$160,000.
2. Ordinance No.2014-05 from Lebanon Township entitled "Highlands Area Land Use Ordinance."
3. Month End Tax/Finance Reports.

UNFINISHED BUSINESS: None at this time.

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

NEW BUSINESS:

1. **RESOLUTION #132-2014:** Councilwoman Hughes motioned to adopt a resolution Awarding Contract for Website Maintenance to “MarketMe” for \$7,200 per year, a copy of which is attached hereto and made a part hereof these minutes. Councilman Rapp seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 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.

Sally Ward asked if trail for school children would have to be kept open during the winter. The “Safe Routes to School” is the Mill Street sidewalk. Engineering work would be needed for a woods trail.

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 **\$202,710.14** a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Hughes seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

EXECUTIVE SESSION: RESOLUTION #137-2014: Legal advice on Possible Litigation with the Town of Clinton, Sewer issue, the Solitude House Trademark, Solitude House Lease and Tax Appeals.

Councilman Rapp motioned to adopt a resolution allowing for Executive Session, a copy of which is attached hereto and made a part hereof these minutes. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

Councilman Rapp motioned to return to Open Session. Councilwoman Miller seconded. Roll Call Vote: Hughes, aye; Miller, aye; Rapp, aye; Scarcia, aye; Stemple, aye. Motion Carried: 5 ayes.

Councilwoman Miller asked about the electronic sign, on behalf of Michele Schwartz. Administrator Gregory said that the Chief said that it was inoperable but didn’t know why.

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 Councilwoman Hughes seconded. Vote: 5 ayes. Motion Carried.

ADJOURNMENT: 9:06 PM

Respectfully submitted,

Diane L. Seals, Municipal Clerk, RMC