

# MEETING MINUTES OF MAYOR AND COUNCIL OF HIGH BRIDGE BOROUGH

**MEETING DATE**            **May 28, 2015**                      **MEETING TIME**            **7:30PM**  
**MEETING PLACE**        **High Bridge Firehouse**        **7 Maryland Ave.**

**Actual meeting may contain discussion of items not mentioned on the agenda and alternatively any items specifically listed may be omitted.**

**1. CALL TO ORDER:**

Mayor calls meeting to order and makes the following statement: “Pursuant to the Open Public Meetings Act, notice of 2015 Meeting Dates was published in the Hunterdon County Democrat on January 1, 2015, Noticed in the Express Times on January 15, 2015, and posted on the bulletin board at Borough Hall. Action may be taken.”

**2. FLAG SALUTE:** Led by Mayor Desire

**3. ROLL CALL:**

<b>Roll Call Vote</b>										P=Present A=Absent			
<b>Hughes</b>	<b>P</b>	<b>Scarcia</b>	<b>P</b>	<b>Shipps</b>	<b>P</b>	<b>Stemple</b>	<b>P</b>	<b>Strange</b>	<b>P</b>	<b>Zappa</b>	<b>P</b>	<b>Mayor Desire</b>	<b>P</b>

Councilwoman Hughes enters at 7:55  
 Also present were Administrator John Gregory, Chief Brett Bartman, and Attorney Barry Goodman.

**4. READING AND APPROVAL OF MINUTES:**

**MOTION TO DISPENSE WITH THE READING OF PRIOR MEETING MINUTES FOR:**  
 January 5, 2015 January 8, 2015, and January 22, 2015 Regular Meeting

Motion to Approve:				Stemple				Second:				Shipps			
Roll Call Vote								Y=Yes; N=No; A=Abstain; At=Absent							
Hughes	At	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y				

**MOTION TO APPROVE OR CORRECT PRIOR MEETING MINUTES:**

Regular meeting minutes of **January 5, 2015**

Motion to Approve:				Zappa				Second:				Strange			
Roll Call Vote								Y=Yes; N=No; A=Abstain; At=Absent							
Hughes	At	Scarcia	Y	Shipps	Y	Stemple	A	Strange	Y	Zappa	Y				

**MOTION TO APPROVE OR CORRECT PRIOR MEETING MINUTES:**

Regular meeting minutes of **January 8, 2015**

Motion to Approve:				Zappa				Second:				Strange			
Roll Call Vote								Y=Yes; N=No; A=Abstain; At=Absent							
Hughes	At	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y				

**MOTION TO APPROVE OR CORRECT PRIOR MEETING MINUTES:**

Regular meeting minutes of **January 22, 2015**

Motion to Approve:				Zappa				Second:				Strange			
Roll Call Vote								Y=Yes; N=No; A=Abstain; At=Absent							
Hughes	At	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y				

Motion to Amend Agenda and move Resolution's 116 & 117-2015 to Section 5 VISITORS				Shipps		Second:	Stemple				
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent				
Hughes	At	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

Motion to Amend Agenda to add Executive session to Discuss Town of Clinton Sewer issue, Legal Advice				Zappa		Second:	Shipps				
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent				
Hughes	At	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

**5. VISITORS:** Twenty-two members of the public and press were present at this meeting.

**Highlands to discuss the TDR (Transfer of Development Rights) program**

James Umbries from the Highlands Council spoke and explained the purpose of the Council and how it functions.

Councilman Stemple asked if the development in question is commercial or residential. Mr. Umbries answered that it is both commercial and residential.

Councilman Zappa asked how \$40,000 eligibility funding is broken up over the four phases. Mr. Umbries explained the breakdown of the funds and how it would work. He also stated that there is no commitment to the grant and no monies will need to be paid back if circumstances change.

Councilwoman Shipps asked a question regarding how the per unit impact fee is charged. Mr. Umbries explained that this is charged to the developer. Councilwoman Shipps also asked how this incentivizes developers to take part in a TDR? Mr. Umbries answered that the incentive would be through the development that would now be allowed.

Councilman Stemple asked if other towns have completed the TDR. Mr. Umbries said that some towns are currently in phase three.

Mayor Desire gave a summary of how this might fit the needs of High Bridge Borough.

Brent Dugan asked if it was possible for current Highlands to be reviewed for reconsideration for possible Development under this? Mr. Umbries answered that this is not possible in a preservation area.

Motion to Approve Resolution # 116-2015				Scarcia		Second:	Shipps				
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent				
Hughes	At	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

Motion to Approve Resolution #117-2015				Shipps		Second:	Scarcia				
Roll Call Vote							Y=Yes; N=No; A=Abstain; At=Absent				
Hughes	At	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

Questions and Comments:

Mayor Desire gave commendations to both the Department of Public Works and the Police Department.

**6. 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 section of the agenda. No debating between residents. Comments should be addressed to Mayor and Council at the public microphone.

Dr. Brendan Coughlin asked why Solitude Pool Clubhouse was never charged a sewer hookup fee. Conversation with Mayor Desire and Council ensued regarding this issue. Council responded that it was Solitude Village's responsibility to report the full details of the intended completed work. Dr. Coughlin also claimed that the Solitude Pool Clubhouse does not pay for garbage, he would like an explanation for this. Discussion with Council regarding water testing ensued. Dr. Coughlin also expressed concerns regarding a water repair on 23 Watergate. He claimed that the homeowner was not notified, but only the Condominium association was. He supplied photos and papers for Council for review regarding this issue. Mayor Desire stated that the homeowner was in fact notified. Dr. Coughlin asked about the information that he has requested from the golf course on the debt write off over the past three years. Administrator Gregory answered and explained that his request has been denied due to the fact that the golf course cannot produce the information he is requesting. Dr. Coughlin also expressed concerns about the repair made on Hoffman Road, as well as concerns regarding how the High Bridge golf course collects money.

Karen Gove asked Council a question regarding the crosswalk at the bottom of Mill Street, and if it can be repainted. Administrator Gregory stated that this is on the list to be done. Mayor Desire also added that there are still plans to extend Mill Street up to Church Street and continue that sidewalk. The Borough will be reapplying for Safe Route to School Grant.

**7. 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.

<b><u>RESOLUTION #115-2015</u></b>	Amendment Professional Service Contract-HMM
<b><u>RESOLUTION #116-2015</u></b> <b><u>Moved-to Visitors</u></b>	<b>Recognizing the Outstanding work by the Public Works Department for the winter of 2014-2015</b>
<b><u>RESOLUTION #117-2015:</u></b> <b><u>Moved to Visitors</u></b>	<b>Recognizing the High Bridge Police Department</b>
<b><u>RESOLUTION #118-2015:</u></b> <b><u>Moved to 2<sup>nd</sup> Reading Ordinances</u></b>	<b>Approval of Construction Fees for 2015</b>
<b><u>RESOLUTION #119-2015</u></b>	<b>Hunterdon County Open Space Grant Authorization</b>
<b><u>RESOLUTION #120-2015</u></b>	<b>Ch 159-Clean Communities Grant</b>

Motion to Amend Agenda and move Resolution 118-2015 to Item 13 Ordinances 2 <sup>nd</sup> Reading	Hughes	Second:	Shipps								
Roll Call Vote			Y=Yes; N=No; A=Abstain; At=Absent								
Hughes	Y	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y
Motion to Approve Resolutions 115, 119, 120:	Hughes	Second:	Shipps								
Roll Call Vote			Y=Yes; N=No; A=Abstain; At=Absent								
Hughes	Y	Scarcia	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

**8. COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT:**

Reports on May 28, 2015

Councilman Zappa	<b><u>PLANNING &amp; ENGINEERING (meeting in June)</u></b>
Councilwoman Hughes	<b><u>PUBLIC HEALTH, ENVIRONMENTAL, SOLID WASTE / RECYCLING, OPEN SPACE, &amp; CULTURAL &amp; HERITAGE</u></b>
Councilwoman Scarcia	<b><u>INFORMATION, ECONOMIC DEVELOPMENT, EVENTS</u></b>

Councilman Strange	<b><u>EMERGENCY SERVICES, EDUCATION &amp; MUNICIPAL COURT-</u></b>
Councilwoman Shipp	<b><u>DEPARTMENT OF PUBLIC WORKS &amp; RECREATION</u></b>
Councilman Stemple	<b><u>FINANCE &amp; GOLF</u></b>
John Gregory	<b><u>ADMINISTRATOR'S REPORT:</u></b> Report on Christina Whited Zoning Issue, the new online system for ABC Licenses, and NJ Clean Energy rebate program.
Mayor Mark Desire	<b><u>EXECUTIVE SERVICES</u></b> Report on Zoning Issues with 100 West Main and 81 West Main NOV issued by the Borough and the County for Land Use and Health Violations

**9. WRITTEN COMMUNICATIONS:**

- A.** 2014 Recycling Tonnage Report
- B.** Month end Tax/Finance Reports
- C.** Hunterdon County Grant Application

**10. NEW BUSINESS: None at this time.**

**11. UNFINISHED BUSINESS: None at this time.**

**12. NEW ORDINANCES - Introduction**

**13. PUBLIC HEARING: 2<sup>ND</sup> READINGS.**

- A. Mayor Desire asks for a motion to open the Public Hearing on Ordinance #2015-22

**Ordinance 2015-22  
BOROUGH OF HIGH BRIDGE  
COUNTY OF HUNTERDON  
STATE OF NEW JERSEY**

**VACATE BOROUGH CODE SECTION 142-6 CONSTRUCTION PERMIT FEES**

Motion to Open:		Councilman Stemple				Second:				Councilman Zappa			
Roll Call Vote										Y=Yes; N=No; A=Abstain; At=Absent			
Hughes	Y	Scarcia	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y		

Questions and Comments: Administrator Josh Gregory gave an explanation of the purpose of this ordinance. which is to clarify our ordinances and adds fees where they are needed. He explained that there are plans to start training for Permits NJ, a web based program with direct connection to DCA. It will make the process more efficient and will reduce the physical paperwork.

Mayor Desire asks for a motion to close the Public Hearing on Ordinance #2015-22

Motion to Close:		Councilman Stemple				Second:				Councilman Zappa			
Roll Call Vote										Y=Yes; N=No; A=Abstain; At=Absent			
Hughes	Y	Scarcia	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y		

Mayor Desire asks for a motion to adopt Ordinance# 2015-22.

Motion to Adopt:		Councilman Stemple				Second:				Councilman Zappa			
Roll Call Vote										Y=Yes; N=No; A=Abstain; At=Absent			
Hughes	Y	Scarcia	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y		

Mayor Desire states that Ordinance 2015-22 is hereby adopted and shall be published by title only in the Express Times and/or the Hunterdon County Democrat according to law

Motion to Approve: Resolution 118-2015				Stemple		Second:		Zappa			
Roll Call Vote								Y=Yes; N=No; A=Abstain; At=Absent			
Hughes	Y	Scarcia	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y

**13. DISCUSSION ITEMS:**

**14. 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. Comments may be made on any subject pertaining to Borough issues. No debating between residents. Comments should be addressed to Mayor and Council at the public microphone.

Michelle Schwartz asked when repair work would occur on the Thomas Street Bridge. Council and Chief Bartman responded that this will occur after school is out in the beginning of July. The repairs to be done are salt barriers, painting, refurbishing the underside and will tarp it so people can still walk underneath and utilize the trail.

Dr. Brendan Coughlin inquired what the value of current Borough Hall is. Mayor Desire responded that it is based on the highest bidder. Administrator Gregory explained that we have not set a floor or threshold as of this time. Dr. Coughlin also asked why we are spending money on engineering. Mayor Desire explained this was for site work and that the size of new Borough Hall will be reduced. Discussion with Council ensued regarding the value of the property of the current Borough Hall and what research has been done to determine this. Dr. Coughlin asked if the current building would be sold prior to building the new building. Discussion ensued regarding this question.

**15. LEGAL ISSUES:**

Resolution #121-2015 SETTLEMENT BY INSURANCE COMPANY WITH RAYMOND OLSEN

Motion to Approve Resolution 121-2015				Scarcia		Second:		Stemple			
Roll Call Vote								Y=Yes; N=No; A=Abstain; At=Absent			
Hughes	Y	Scarcia	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y

**Questions and comments:** Attorney Barry Goodman explained the details of the settlement with Raymond Olsen. He stated that the insurance company wanted authorization to settle the matter up to \$15,000. The insurance company will pay the entire amount including attorney fees. The Borough also insisted that it be stated in the settlement that this is no admission of wrong doing on the part of High Bridge Borough. The complaint will be on file with the Resolution and is currently on the website.

**16. BILL LIST:**

Approval of Bills as signed and listed on the Bill Payment List.

**Total Amount: \$ 178,612.46**

Motion to Approve:				Hughes		Second:		Strange			
Roll Call Vote								Y=Yes; N=No; A=Abstain; At=Absent			
Hughes	Y	Scarcia	Y	Shipp	Y/A	Stemple	Y	Strange	Y	Zappa	Y

Councilwoman Shipp approves bill list with abstention from police related items.

**17. EXECUTIVE SESSION: TOWN OF CLINTON SEWER ISSUE**  
RESOLUTION #121-2015:

Motion to Move into Executive Session:			Stemple			Second:			Strange		
Roll Call Vote						Y=Yes; N=No; A=Abstain; At=Absent					
Hughes	Y	Scarcia	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y

Motion to Return to Open Session:			Zappa			Second:			Scarcia		
Roll Call Vote						Y=Yes; N=No; A=Abstain; At=Absent					
Hughes	Y	Scarcia	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y

**18. ADJOURNMENT:**

Mayor Desire or presiding officer asks if there is any further business. If none,

Motion to Adjourn:			Stemple			Second:			Strange		
Roll Call Vote						Y=Yes; N=No; A=Abstain; At=Absent					
Hughes	Y	Scarcia	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y

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**Next Council Meeting, June 11, 2015 REGULAR MEETING, 7:30PM, Fire House, 7 Maryland Ave., High Bridge, NJ.**

**EXECUTIVE SESSION ITEMS:** (space for members of council and clerk to take notes on each item)  
**Adjournment: 9:21**

Respectfully submitted,

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Deputy Clerk Adam Young

